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**ASSOCIATED STUDENTS OF CALIFORNIA STATE UNIVERSITY, CHICO
BOARD OF DIRECTORS MEETING MINUTES**

Wednesday, December 9, 2020

2:30 p.m.

Via Zoom

Members Present: Bre Holbert, Jennifer Mendoza, Anthony Ruiz, Austin Lopic, Tracy Butts, Ann Sherman, Ella Snyder, Kaylee Biedermann

Members Absent: Sandy Parsons-Ellis

Others Present: Jamie Clyde, Karen Bang (recording), Susan Jennings, Jon Slaughter, Thang Ho, Susan Jennings, Shar Krater, Leah Railey, Katrina Robertson, Hugh Hammond, Katie Peterson, Eliza Miller, Eric Gallagher, Charlie Foor, Anna Paladini, Melinda McCluskey-Wise, Connie Huyck, Kristin Chelotti, Janice Stryker, Keith Crawford, Rhiannon Tice

- I. **CALL TO ORDER** – The Chair, Holbert, called the meeting to order at 2:33 p.m.
- II. **MECHOOPDA LAND RECOGNITION** – The meeting was started with the reading of the Mechoopda Land Recognition statement.
- III. **AGENDA** – Approval of the 12/9/20 regular meeting agenda. **Motion to approve the 12/9/20 regular meeting agenda, as presented (Lopic/Snyder) 8-0-0 MSC.**
- IV. **APPROVAL OF MINUTES** – Minutes of the 11/18/20 regular Board meeting. **Motion to approve Minutes of the 11/18/20 regular Board meeting, as presented (Biedermann/Lopic) 7-0-1 MSC.**
- V. **ANNOUNCEMENTS** – Lopic said Happy Wednesday and Happy final stretch to the end of the semester, and wished everyone luck with finals. Holbert noted the same sentiments.
- VI. **PUBLIC OPINION** – Limited to items on the agenda, three minutes per speaker, five minutes for entire topic - None
- VII. **STANDING COMMITTEE REPORTS** – Action Items forwarded to the Board of Directors from the standing committees stand approved unless overturned by a 2/3 + 1 Board action.
 - A. Government Affairs Committee – Biedermann requested discussing the Senator pay raise (Item VII.A.1.d.) and Slaughter explained the process for doing so. Lopic asked if it was brought up to the Board last year and Slaughter said Board members weren't in favor of it so sent it back to GAC. **Motion to move to amend the agenda by adding a section for a discussion about the Senator Pay (Biedermann/Lopic).** Slaughter said by removing this item from the GAC Report, and making it an item on the Board agenda requires a 2/3 + 1 vote. If passed, the Board then discusses and affirms it, or would need to overturn it by a 2/3 + 1 vote. **5-3-0 Motion failed.** Further discussion was held regarding the Board reviewing and discussing this item. **Motion to pull item VII.A.1.d. to make it an information item within the agenda today (Lopic/Biedermann) 7-1-0 MSC.** Holbert added to VIII. Business – as new Information Item C.
 1. **GAC Actions of 12/2/20**
 - a. Approved the 12/2/20 regular meeting agenda.
 - b. Approved Minutes of the regular meeting of 11/4/20.
 - c. Approved 2021 Election Procedures, as presented.
 - d. ~~Approved increasing scholarship for Elected Senator positions by 2.5% for four consecutive years effective with the 2021-22 academic year, as presented.~~ Pulled for further discussion by the Board.
 - e. Approved revisions to Associated Students Corporate Codes, effective beginning the 2021-22 elected officer term:
 - Duties for the Director of Legislative Affairs, including title change to Duties for the Commissioner of Legislative Affairs.
 - Duties for the Commissioner of Diversity Affairs, including title change to Duties for the Director of Social Justice and Equity.
 - Legislative Affairs Committee Code, including title change to Legislative Affairs Council Code.
 - Diversity Affairs Council Code, including title change to Social Justice and Equity Committee Code.
 - Government Affairs Committee Code.
 - Duties for the Commissioner of Student Organizations and Resources, including title change to Duties for Commissioner of Student Engagement and Advocacy.
 - Events and Diversity Programming Allocation Council Code, including title change to Campus Engagement Council Code.

B. Bell Memorial Union Committee – Biedermann said last week SFAC met and approved seven projects. She said BMUC is discussing going forward with the Wellness Center.

1. BMUC Actions of 12/1/20

- a. Approved the 12/1/20 regular meeting agenda.
- b. Approved Minutes of the regular meeting of 11/3/20.
- c. Approved Facility Master Plan, as presented.

2. BMUC Actions of 12/8/20

- a. Approved the 12/8/20 Special meeting agenda.
- b. Approved Minutes of the regular meeting of 12/1/20.
- c. Sustainability Fund Allocation Committee (SFAC) Report – 12/4/20
 - Approved the agenda.
 - Approved the Minutes of the 11/15/19 meeting.
 - The following projects were approved to proceed to funding allocation deliberation:
 - 1) Power Planters 2 Project.
 - 2) Aquaponics Research/Demonstration Lab Project.
 - 3) Solar Hydroponic System Project.
 - 4) Biodegradable Lid for Klean Kanteen Products Project.
 - 5) Recycled Water Project.
 - 6) A Dubias Alternative Project.
 - 7) Road Maintenance Using Recycled Plastic and Cooking Oil Based Bio Binders for a More Quality and Sustainable Campus Project.
 - The following project was not approved to proceed to funding allocation deliberation:
 - 1) Wall-FF Project.
 - The following projects under \$5,000 were approved for funding:
 - 1) Power Planters 2 Project for \$2,000.
 - 2) Solar Hydroponic System Project for \$4,244.
 - 3) Biodegradable Lid for Klean Kanteen Products Project for \$629.
 - 4) Recycled Water Project for \$3,395.
 - 5) A Dubias Alternative Project for \$4,515.
 - 6) Road Maintenance Using Recycled Plastic and Cooking Oil Based Bio Binders for a More Quality and Sustainable Campus Project for \$3,000.
 - The following project over \$5,000 was approved at SFAC, **pending additional approval by BMUC:**
 - 1) Aquaponics Research/Demonstration Lab Project for 5,000.
- d. Approved funding the Aquaponics Research/Demonstration Lab Project for \$5,000.

C. Associated Students Businesses Committee – Lopic noted that item VIII of the 11/9/20 minutes was revised in order to correct, "...spring 2020" to "...spring 2021."

1. ASBC Actions of 12/7/20

- a. Approved the 12/7/20 regular meeting agenda.
- b. Approved revised Minutes of the regular meeting of 11/9/20. (Sherman left the meeting at 3:10 p.m.)

VIII. BUSINESS

A. Consent Agenda – *All items listed under the Consent Agenda are considered to be routine and are enacted by one motion without discussion. A member of the committee who desires a separate discussion of any item may pull that item from the Consent Agenda.*

Revisions to Associated Students Corporate Codes

- 1. Restated Bylaws of Associated Students of California State University, Chico, effective beginning the 2021-22 Officer term.
- 2. Duties for the Director of Legislative Affairs, including title change to Commissioner of Legislative Affairs, effective beginning the 2021-22 Officer term.
- 3. Legislative Affairs Committee Code, including title change to Legislative Affairs Council Code, effective beginning the 2021-22 Officer term.
- 4. Board of Directors Code, effective beginning the 2021-22 Officer term.
- 5. Government Affairs Committee Code, effective beginning the 2021-22 Officer term.
- 6. Deletion of Wireless Device Policy.

Additions to Associated Students Human Resources Policies

1. Cell Phone Allowance Policy.
2. Internet Allowance Policy.

Motion to approve the Consent Agenda, as presented (Ruiz/Snyder) 7-0-0 MSC.

- B. Action Item: Approval of Follett Bookstore contract modifications and extension information. Motion to approve Follett Bookstore contract modifications and extension information, as presented (Biedermann/Ruiz).** Clyde explained that there are three main points to the contract modification: 1) extension of two years, 2) removal of the minimum guarantee of 90% based on year prior. This would go away until back to full capacity on campus; 3) reduce commission down to 14%. Lopic asked if this affects last year's change in terms of the guarantee and Clyde said we will get the 90% from last fiscal year. She said the 90% minimum guarantee is the most significant piece of this. Clyde said we could say no to the contract modifications and run the bookstore ourselves, but it would probably cost more than what it is currently costing. She said the AS could do a RFP but Barnes & Noble most likely wouldn't agree to the terms we currently have with Follett. Clyde said she is recommending these contract modifications because we have a business partnership with Follett already, they have made strides in book adoptions, and they are sharing the hurt with us. **7-0-0 MSC.**
- C. Information Item: Student Academic Senator Pay Increase** – Lopic said it feels like they are blindly voting on increasing the pay without proper notification of allocation of monies from elsewhere. He said monies the AS receives will be lower because not as many students will be attending Chico State, so there will be less student fees received. Holbert said the increase would happen over four years. Biedermann said she would like this to be presented to the Board, questioned where the money is coming from, and whether it is being taken away from other programs. Slaughter said that it doesn't come from anywhere in particular; that it's just an additional allocation that is being made out of the entire Activity Fee budget. He said this cost increase would be totally to Activity Fee. Snyder said she thought it would be appropriate to vote on this today, and that it's not a predetermination of other positions and what they're going to get. Holbert said the idea of lessening the percentage of scholarships for other officers is an idea, but doesn't have to happen, although it would lessen the impact. Dr. Butts asked what current compensation is for senators. She also questioned that if student fees are based on enrollment, and there's a significant decline in enrollment, if there would be less money coming in to pay for compensation. Slaughter said the senators currently receive 15% of cost of attendance. He noted that compensation for all of the officers is based on cost of attendance and if enrollment goes up or down, compensation does not change. He said the scholarship compensation is not based on head count but Activity Fee is based on head count. Slaughter said student senators currently receive \$3,438 annually, and the overall budget impact is a total of \$601 the first year if all stays the same. Butts said if projections for enrollment hold true, there will be a decline over the next couple of years. She said they could be voting for an increase for senators, while experiencing a decline in enrollment. Mendoza said when this was presented earlier this semester at GAC, these questions were asked and they concluded that it's also an equity issue and felt in the grand scheme of things the senators do deserve the increase in pay, given the work they do, and that they are the most in contact with students over other officers. She said that personally, she feels that the position she is in is overpaid, same as other positions. She said they looked at this long term, and the pay increase would be adjusted over four consecutive years. Mendoza said they could also come back and address wages in the future if need be. Holbert said they are going to see a big decrease in students over the next few years and this is an important discussion to have. Snyder said the senators are aware of the AS' financial position, and wanted to make sure that was taken into consideration which is why it was set up as a 2.5% increase over a number of years, in order to reach the end goal of equitable wage. She said this increase in pay is necessary for those that financially support themselves to be able to do their job to the standards required, and also pay for their housing and food. She said it's not possible for them to make it all work at their current pay. Biedermann said she appreciated what Snyder said, but feels like all of them experience hardships, not just senators. Holbert said it's important to recognize that senators have the opportunity to go in their college and they sometimes work for them as well. Lopic suggested tabling the discussion as this meeting is short on time and missing Board members. He said it should be discussed when the Board is here in full, as all members are needed. Snyder expressed concern regarding the cutoff date and Slaughter said the cutoff date for election packets would be in the beginning to middle of February. He said if necessary, they could say pay is currently being discussed, so would actually have all the way until elections to finalize. Slaughter said since this was discussed as an Information Item, it could come back to the Board as an Action item at their next meeting. Holbert said it would be added to the next Board agenda.

- D. Discussion Item: 9/30/20 Corporate Services Budget vs. Actual Income and Expenses – Jennings reviewed with the Board, noting a Benchmark of 25%. She said Corporate Insurance is paid in full at the beginning of the fiscal year.
- E. Discussion Item: 10/31/20 Activity Fee Fund Budget vs. Actual – Slaughter said the benchmark is a little over 33%. He noted all expenses are under the benchmark and they are doing very well with the budget.
- F. Discussion Item: 10/31/20 Combined Student Union and WREC/AO Summary Income and Expense Statement – Biedermann reviewed with the Board, noting the Student Union expensed 17.20% of the approved annual budget and generated 45.49% of projected income.
- G. Discussion Item: 10/31/20 Dining Services Financials – Lopic explained that Dining Services financials now reflect the new contract with Housing. He reviewed the Executive Summary with the Board and noted that Total Budget will be a net zero income per the new contract with Housing.
- H. Discussion Item: 10/31/20 AS Wildcat Store Financials – Lopic provided an overview. Jennings said the negative interest income is the result of interest rates dropping, and their estimate of what rates would be. She said they overestimated, which ended up causing a negative adjustment.
- I. Discussion Item: 10/31/20 Follett Wildcat Store Financials – Lopic said this wasn't presented at ASBC as the Bookstore manager was absent. It will be presented at the next ASBC and Board meetings (Sherman rejoined the meeting at 3:51 p.m.).
- J. Discussion Item: Associated Students Executive Order 2020-06 – Lopic reviewed with the Board.
- K. Director of University Affairs Report – Snyder said Student Academic Senate's final meeting of the semester will be this week. She said they had a R&R last week. Snyder said they will be reviewing a survey that Kate McCarthy assisted them with to gather feedback from students in the different colleges regarding items such as student success, COVID-19 and student concerns. She said the survey is very detailed and can be beneficial to the AS when representing and speaking up for students at University meetings as well as making decisions in the AS. For the spring semester, SAS meetings will be held bi-weekly on Fridays from 2:30 – 4 p.m.
- L. Director of Legislative Affairs Report – Ruiz said the CSU released a statement that they're anticipating course work to come back in the fall 2021 term, which is hopeful. He said San Diego State University is going through a lot with their ASI regarding the recent decision their administration made regarding spring break. He said he wasn't sure what would be happening with spring break at this campus. Ruiz said the LAC finished up their meetings for the semester and will be scheduling a different time to meet for spring. He said CSSA does not meet in December and will start again in January.
- M. University Vice Presidents' Reports – Sherman said President Hutchinson has made it clear that spring break is important and needed by everyone, and is not looking at recommending eliminating spring break at this campus. She said the second proposal was to delay the start of the spring semester until February but we only start a week before that so our schedule should be adequate regarding post-holiday COVID-19 concerns. • Sherman said at the system-wide meeting she attended this afternoon, they talked about testing and testing capability. She said the CSU is looking at getting some standardized kinds of vendors for testing. She said that it's different across the different counties in California and campuses have taken different approaches. They are looking at how to get good testing, and testing done within a timely manner. • Sherman said Cal Osha came out with a new emergency Cal Osha regulation with regard to COVID-19. She explained that it looks at how we respond to employee cases where employees have contracted the virus while in the workplace on campus. • Huyck reported on behalf of Sandy Parsons-Ellis, noting they continue to work with President Hutchinson on the Student Affairs transition in light of Chela Mendoza-Patterson's retirement. The Director of Admissions position will be closing in early January and they hope to have candidate interviews in early spring. Huyck said a group from Student Affairs consisting of Katie Peterson, Mary Wallmark and Megan Odom worked on a project to send motivational postcards to all 16,000 students on behalf of Willie the Wildcat.
- N. Faculty Representative Report – Dr. Butts said the final grades date has been changed to December 23 so that grades can be certified earlier. She wished the students good luck with their finals and said she hoped they would have a pleasant end of semester.

O. Executive Director's Report – Clyde said the stay at home orders will become effective tomorrow. Due to the new orders, the maximum capacity allowed in the bookstore will be moved down to 20% and this is the only change to our operations.

P. President's Report – Holbert said she would email her report to the Board.

IX. ANNOUNCEMENTS – Lopic said Happy Wednesday, part 3. Mendoza said it's Wellness Week this week and suggested everyone try to incorporate some type of wellness this week such as breathing exercises and meditation.

X. PUBLIC OPINION – Peterson expressed appreciation for the students and wished them the best of luck for finals. She noted how amazing they all are, and reminded them to not forget that. Biedermann said this is our last meeting of 2020 and said she was happy to say goodbye to 2020.

XI. ADJOURNMENT – The Chair, Holbert, adjourned the meeting at 4:04 p.m.