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

**Friday, March 26, 2021**

**10:30 a.m.**

**Via Zoom**

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

**Members Absent:** Sandy Parsons-Ellis

**Others Present:** Jamie Clyde, Karen Bang (recording), Jon Slaughter, Sarah Fenton, Thang Ho, Susan Jennings, Shar Krater, Leah Railey, Katie Peterson, Tom Rider, Geoff Nelson, Charlie Foor, Teresa Clements, Ed Walden, Nancy Mantle, Keith Crawford, Vic Trujillo, Tim Harper, Eliza Miller, Riley Cox, Lauren Lathrop, Colin Chambers

- I. **CALL TO ORDER** – The Chair, Holbert, called the meeting to order at 10:32 a.m.
- II. **MECHOOPDA LAND RECOGNITION** – The meeting was started with the reading of the Mechoopda Land Recognition statement.
  - I. **AGENDA** – Approval of the 3/26/21 regular meeting agenda. Motion to approve the 3/26/21 regular meeting agenda (Lopic/Biedermann) 6-0-0 MSC.
  - II. **APPROVAL OF MINUTES** – Minutes of the 3/5/21 regular Board meeting. Motion to approve Minutes of the 3/5/21 regular Board meeting, as presented (Biedermann/Lopic) 6-0-0 MSC.
- III. **ANNOUNCEMENTS** – Lopic announced that we're half way through the academic term.
- IV. **PUBLIC OPINION** – Limited to items on the agenda, three minutes per speaker, five minutes for entire topic – None
- V. **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 – Holbert reviewed the items approved.
    1. GAC Actions of 3/10/21
      - a. Approved the 3/10/21 regular meeting agenda.
      - b. Approved Minutes of the regular meeting of 2/24/21.
      - c. Approved Consent Agenda:
        - Revisions to Associated Students Corporate Codes**
          1. Deletion of the Diversity Affairs Council Event Funding Policy.
          2. Revisions to Diversity Affairs Council Code – effective for the remainder of the 2020-21 elected Officer term.
          3. Revisions to Social Justice and Equity Committee Code – effective beginning the 2021-22 elected Officer term.
        - 2020-21 Associated Students Committee/Council Appointments**
          - Confirmation of appointment to Diversity Affairs Council (DAC)  
-Commissioner of Diversity Affairs Appointment: Efran Yanez
          - Confirmation of appointments to Sustainability Affairs Council (SAC)  
-Commissioner of Sustainability Affairs Appointments: Molly Fowler and Shannon Martin
    2. GAC Actions of 3/24/21
      - a. Approved the 3/24/21 regular meeting agenda.
      - b. Approved Minutes of the regular meeting of 3/10/21.
  - B. Bell Memorial Union Committee – Biedermann reviewed the approved items and noted that SFAC Deliberations will be held on April 16 from 2 to 5 p.m.
    1. BMUC Actions of 3/8/21

- a. Approved the 3/8/21 regular meeting agenda.
  - b. Approved Minutes of the regular meetings of 1/25/21 and 2/8/21.
  - 2. BMUC Actions of 3/22/21
    - a. Approved the 3/22/21 regular meeting agenda.
    - b. Approved Minutes of the regular meeting of 3/8/21.
    - c. Approved revisions to Associated Students Corporate Codes – Deletion of Rainbo Warehouse Use Policy.
- C. Associated Students Businesses Committee – Lopic reviewed the approved items (Sherman joined the meeting at 10:38 a.m.).
- 1. ASBC Actions of 3/22/21
    - a. Approved the 3/22/21 regular meeting agenda.
    - b. Approved Minutes of the regular meeting of 3/1/21.

## VI. BUSINESS

- A. Information Item: Strategic Plan Update – Slaughter said one of Clyde's goals in January of 2020 was to look at the strategic priorities of our Strategic Plan in order to affirm, modify and update them – then COVID hit. He said he and Sicheneder have been tasked to move this process forward. He explained that at the January AS All Staff meeting they set up breakout rooms for the four main priorities: Sustainability, Diversity, Wellness and Service. Four workshops regarding these priorities were held in March. He said in May they will begin presenting the outcome of these workshops to the Board and by the end of the semester the Board will then be asked to adopt the updated Strategic Plan. Slaughter provided an overview of the four priorities as well as the list of commitments. He explained that four workshops will be held to develop three to five statements for each priority that speaks to how the AS demonstrates, or will demonstrate, our behaviors and our cultures to reflect each priority.
- B. Discussion Item: Report on COLA Percentage – Jennings explained that this is an annual report to the Board as part of the budget process. She reviewed the information with the Board and noted the calculated COLA using calendar year 2020 indices is 1.375%.
- C. Discussion Item: Next phase for compensation and compression from Employers Group – Clyde said a compensation analysis was done in the fall of 2019 and a grade change adoption was approved by the Board. Phase 2 minimum wage adjustments were approved by the Board on 2/28/20, effective 3/1/20. She said the AS has always been trying to catch up to be in a good place compensation wise. Clyde said per AS policy, a compensation study is done every three years but we generally don't take all of the considerations that are proposed, which causes us to fall further behind. She said the directors have had endless conversations about this problem and are now trying to look at it from a more holistic view. Clyde explained the five elements of a strong Comp Plan. The Executive team of the Board met with the staff directors to discuss who we want to be as an employer and they are looking for fairness in relation to compression across the organization, full-time staff should be compensated higher than student staff that they supervise, in range to market value, value experience in the field regarding new hires, consider total compensation, not just salary, value seniority (experience gained in the organization), and budget considerations. Clyde said three items are being recommended. The first is regarding minimum starting compensation based on the Education Code and CSU policy. As of January 2021, the minimum starting wage for all CSU full-time staff was increased to \$16.80/hour. This first recommendation is adjustment of our minimum wage, which is about 21 positions (adjust all employees who are making less than \$16.80/hour to be "substantially similar" to campus positions), plus adjust employees who are below the new pay grade minimum (8 employees) effective 5/1/21. Clyde said the next piece looks at the market value. She said Employer's Group recommended making aggressive market driven adjustments of 6%-8% at 12 months, until October 2022. Their recommendation was for at least a 2.4% FSI plus 6% grade shift on 10/1/20, then another 2.4% GSI plus 8% grade shift 10/1/21. Clyde said we are not that

aggressive and that a 6% grade shift is being recommended for this year, which is below the recommendation of the Employer's Group. This would give the ability to come back to the Board next year and make sure we are still aligned with the budget. The Proposed 6% shift of each grade was presented. Clyde said the third item is the adjustment in terms of compression itself and they have come up with a way to consider the value of service and values of years added – would look at performance based movement of those employees that have the ability to be adjusted by 2% for each five years of service (42 employees maximum). She said these are three pieces the Board would need to weigh in on. Clyde said they have identified employees that are below market who would be individually evaluated and reclassified if appropriate. Considerations they are looking at are: employee performance, position to market, how critical the position is, and potential % increase to next level. She said hiring practices would include experience considerations for starting salary, use of performance awards (for staffing that has taken on temporary additional duty, one time award), and continue looking for opportunities to create merit based funding for exceptional employees – merit vs longevity (this last item is still being worked on). Clyde said this is a multi-pronged approach to recruit and maintain employees. Sherman commented that it's important to also keep in mind that when we can't keep good people we have a lot of turnover, and recruitment is very costly.

- D. Information Item: Revisions to Associated Students Human Resources Policy #720 – Holidays and Scheduling – Railey explained that we do not have a policy for how to address new AS specific holidays. She said the new Juneteenth holiday falls on a Saturday in 2021 and proposed a modification to the current policy to indicate that when a holiday falls on a Saturday, it would be taken on the preceding business day. If it falls on a Sunday, it would be taken the following business day. She noted the policy is written so that in the future we can have the flexibility to determine the date each year and this policy would also be used if other AS specific holidays are approved.
- E. Information Item: Revisions to Associated Students Corporate Codes – Social Justice and Equity Committee Code – effective beginning the 2021-22 elected Officer term – Holbert said suggested revisions reflect who is to be appointed, and the total number of students on the committee will be six instead of 10.
- F. Information Item: Revisions to Restated Bylaws of Associated Students of California State University, Chico – Unit requirements for elected positions – Snyder said graduate students are limited in their ability to participate in AS elected positions as our unit requirements don't mirror the current graduate student requirements. She reviewed with the Board the unit requirements in Article VIII of the AS Bylaws as well as the Chancellor's Office (CO) requirements. Snyder proposed revising our Bylaws to be similar to the CO minimum requirements, and also change our wording to be specific to undergraduate and graduate students. Slaughter agreed that the AS Bylaws could be worded better and noted the prerequisite in our Bylaws is that they have 12 units at CSU, Chico. Based on this, a graduate student would need 12 units here before being able to file, which he said might be high for a graduate student coming to campus. He also noted that the maximum units a graduate student can have is 50. Slaughter said he could work with Snyder to draft a potential revision; however, the effective date would have to be after the upcoming election, for the next election season. Slaughter confirmed the requirement of being enrolled the previous semester before filing. Discussion was held regarding dropping the graduate units down to 9 or 6 units taken at Chico State. Full-time vs. part-time enrollment was also discussed. Slaughter said he would work with Snyder on revised wording for this item.

Slaughter questioned if there is any desire to set a threshold of votes needed for a write-in candidate to win, noting there are a lot of write-ins in for this particular election, He said that Revenue Sharing requires a minimum and we still have time before this election to decide. Discussion was held. Holbert expressed concern regarding changing voting rule requirements for write-ins for this election due to the lack of time, and also that it doesn't feel equitable for current write-in candidates. Lopic suggested having a set percentage of the vote as the requirement. Biedermann suggested Snyder research other universities' requirements to obtain additional comparisons regarding graduate

requirements. Slaughter said all universities are different, other than minimum CO requirements. Clyde questioned if the write-in process in itself is equitable, or if something more appointment based would be more equitable. Snyder suggested placing this item on the next agenda.

- G. Information Item: Revisions to Associated Students Corporate Codes – Hospitality Expenses Policy – Krater said she reviewed other Hospitality policies across the CSU. She noted that we need to align with the CSU, Chico policy and we do in most areas. She said we have the ability to make things more restrictive; however, we don't have the ability to be more generous. Krater said both the Chico State and AS policies follow the Integrated California State University Administrative Manual. She noted this policy is set to ensure proper use of student fees. Krater said we're in line with most other campuses and reviewed the suggested revisions to the policy. Sherman thanked her for working on this, noting the campus has had some challenges with their policy recently. Discussion was held.
- H. Discussion Item: 1/31/21 Activity Fee Fund Budget vs. Actual – Peterson said the benchmark for January was 58%. She noted Revenue was at 115.61%. Regarding Contract Programs/Service Fees, invoices haven't been processed yet, they will start showing up in February and March. Peterson said all program areas have done a great job of controlling their expenses.
- I. Discussion Item: 1/31/21 Combined Student Union and WREC/AO Summary Income and Expense Statement – Biedermann reviewed, noting the Student Union expensed 31.16% of the approved annual budget and generated 48.09% of projected income.
- J. Discussion Item: 1/31/21 Dining Services Financials – Lopic said Income was \$207,577 for January, Net Income at \$14,768.
- K. Discussion Item: 1/31/21 AS Wildcat Store Financials – Lopic noted Commission income at \$211,053 YTD, 32.07% of 2020/21 original approved budget.
- L. Director of University Affairs Report – Snyder noted a Special Board meeting would need to be held before April 7 regarding Election write-ins if the Board wanted it to be effective for this election. She said Student Academic Senate would not be held this week; she attended Academic Senate yesterday.
- M. Director of Legislative Affairs Report – Ruiz had no report.
- N. University Vice Presidents' Report – Sherman said the Policy group approved the allocation for students based on our December 1 stimulus funds from campus – approximately \$9,700,000. Campus is also putting in additional funds, for an approximate total of \$12 million to distribute as opposed to last spring when block grants were initially sent out to Pell eligible students, then there was an application process for the remaining money. This time they are going to just give students the money, no application process. Sherman said there would be some differentiation on the amounts if Pell eligible, or whether full or part time. She said hopefully in the next couple of weeks each student should receive between \$700 to \$1,000. Campus stimulus money as well as campus funds will be provided for those students not eligible for stimulus money, such as DACA or international students. Sherman also noted that in California that as of April 15 all age groups will be eligible for COVID-19 vaccinations. She said it's hopeful that as more folks become vaccinated, that more students can return to campus.
- O. Faculty Representative Report – Dr. Butts said there will be more revisions to class schedules for next year, and reminded students to go back and check again to confirm changes. She said the schedule is shifting because of more in person and online classes.
- P. Executive Director's Report – Clyde said the AS is expanding in-person services. Adventure Outings is starting in-person trips soon, as well as in-person programming. She also noted the BMU now has

the ability to look at in-person gatherings since we're in the red tier. Three rooms can be used and this would allow student groups to come on campus and utilize that space in a safe environment starting March 29.

- Q. President's Report – Holbert said she and Snyder are working on the menstrual products legislation and how it will reflect in the AS. The history of menstrual products in the AS will be discussed at the next GAC meeting. Holbert said she is working on a resolution regarding SWANA students, as well as drafting an API statement with Logan Lee. She is also drafting a statement with President Hutchinson regarding API hate. Holbert said a Cesar Chavez event will be held next Tuesday at 2 p.m., a panel of folks who have backgrounds in immigrant farm working and their experience in the agriculture industry.

**VII. ANNOUNCEMENTS** – Lopic reminded everyone to get vaccinated.

**VIII. PUBLIC OPINION** – Limited to three minutes per speaker, five minutes for entire topic - None

**IX. ADJOURNMENT** – The Chair, Holbert, adjourned the meeting at 12:03 p.m.