

BOARD OF DIRECTORS

This meeting was facilitated both in-person and via an online Zoom format, consistent with the Governor's Executive Order N-1-22, suspending certain open meeting law restrictions

Wednesday, May 4, 2022

3:15 p.m.

BMU 205

Members Present: Duncan Young, Taryn Burns, Austin Lopic, James Lawrence, Tracy Butts, Melvin Quezada Haro, Kiley Kirkpatrick, Tom Rios, Ann Sherman

Members Absent: None

Others Present: Jamie Clyde, Karen Bang (recording), Jon Slaughter, Tom Rider, Hugh Hammond, Katrina Robertson, Curtis Sicheneder, Thang Ho, Shar Krater, Kristi Fudem Steve Novo, Keith Crawford, Jackson Tribe, Windy Van Dam, Sarah Wilson, Lauren Lathrop

- I. **CALL TO ORDER** – The Chair, Young, called the meeting to order at 3:15 p.m.
- II. **MECHOOPDA LAND RECOGNITION** – The meeting was started with the reading of the Mechoopda Land Recognition Statement.
- III. **AGENDA** – Approval of the 5/4/22 Special meeting agenda. Young said Business Item VIII. D. is being pulled from today's agenda. **Motion to remove Business Item VIII. D. – Revisions to Associated Students Human Resources Policy 486 – Selection, Evaluation, and Retention of the Executive Director (Burns/Lawrence).** Clyde said this policy is over 20 years old and Leah Railey is still in the process of updating it. **9-0-0 MSC. Motion to approve the amended agenda (Lopic/Burns) 9-0-0 MSC.**
- IV. **APPROVAL OF MINUTES** – Minutes of the 4/20/22 regular Board meeting. **Motion to approve the minutes of the 4/20/22 regular Board meeting, as presented (Lopic/Burns) 9-0-0 MSC.**
- V. **ANNOUNCEMENTS** – Lopic said Happy Wednesday and Happy Star Wars Day. He said there are 2 ½ more weeks of the semester left.
- 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 – Burns reviewed the approved items and advised that Brenna Gossner was appointed as the Behavioral and Social Sciences Senator for 2022-23 and Tatiana Ybarra was appointed as the Commissioner of Community Affairs for 2022-23.
 1. GAC Actions of 4/27/22
 - a. Approved the 4/27/22 regular meeting agenda.
 - b. Approved the 4/13/22 regular meeting minutes, as presented.
 - c. Approved the Activity Fee Fund Budget, including Activity Fee Administration, Capital Expenditures, Government Affairs Office and Elections Budget, estimated results 2021-22 and proposed budget 2022-23, as presented.
 - d. Approved confirmation of appointments to the 2022 AS Scholarship Committee – Executive Vice President Appointments: James Lawrence, Austin Lopic and Tyler Jenkins, as presented.
 2. GAC Actions of 5/4/22
 - a. Approved the 5/4/22 regular meeting agenda.
 - b. Approved the 4/27/22 regular meeting minutes, as presented.
 - c. Approved confirmation of Behavioral and Social Sciences Senator for 2022-23 (Brenna Gossner)
 - d. Approved confirmation of Commissioner of Community Affairs for 2022-23 (Tatiana Ybarra)
 - B. Associated Students Facilities Committee – Kirkpatrick said today's meeting was cancelled and noted that ASFC's last meeting will be held next week.
 1. ASFC Actions of 4/27/22
 - a. Approved the 4/27/22 regular meeting agenda.

- b. Approved the 4/13/22 regular meeting minutes.
- C. Associated Students Businesses Committee – Lopic said their last meeting will be held next Monday. He said some of the pre-ordered graduation items will possibly be delayed in arriving due to shipping issues and if not here by Friday, students will be notified. Novo said they received 90 boxes today and are hoping to receive the rest over the next two days.
 - 1. ASBC Actions of 5/2/22
 - a. Approved the 5/2/22 regular meeting agenda.
 - b. Approved the minutes of the 4/4/22, 4/11/22 and 4/18/22 regular meetings, as presented.

VIII. BUSINESS

- A. Action Item: Approval of Associated Students Budget (including Pay Schedule), estimated results 2021-22 and proposed budget 2022-23 – There were no questions or suggested amendments to the budget. **Motion to approve Associated Students Budget (including Pay Schedule), estimated results 2021-22 and proposed budget 2022-23, as presented (Lopic/Quezada Haro) 9-0-0 MSC.**
- B. Action Item: Approval of 2022 Associated Students We Wills – Slaughter said minor language adjustments were made in the Diversity section per Burns suggestion at the last meeting. **Motion to approve 2022 Associated Students We Wills, as presented (Burns/Kirkpatrick) 9-0-0 MSC.**
- C. Information Item: Concur Software – Robertson said the Financial Services Office (FSO), with the help of AS IT, has been looking into this software to point our compass in the direction of sustainability and efficiency, noting it would allow FSO to be more paperless, and the corporation overall to be more efficient. She said the Concur software is being used by CSU, Chico for their travel procedures, as well as at 10 other campuses. She advised that Concur would be used for check requests, corporate credit cards, the travel process and also has the ability to talk with NetSuite. Robertson said this was intended to be in the budget numbers but the information wasn't available when the budget was being prepared. She reviewed what the FSO is currently doing manually and said this would help automate that process as well as save time for each area. Robertson said there is a one-time set-up fee of \$11,500, capitalized over three years, and the annual base fee is a little less than \$30,000, but approval is being requested at \$30,000 to allow for a little buffer. Young asked what they are projecting to save time wise. Robertson said she doesn't have the number of hours that would be saved; however, this was run by all the directors and associate directors to confirm they would like to move forward with this purchase. Clyde said it's a technology that affects more than 50% of our organization. She noted the sustainability aspect of it and that a lot of efficiencies are built into it. Clyde said there is also a cancellation policy in the contract allowing the AS to get out of this contract within 30 days if it doesn't provide what we think it should. Young asked if there's a possibility of doing a joint contract with the CSU. Robertson said Ho has been working as the project director on this and the AS has a better deal per unit than the CSU's are currently getting. Ho also noted that Chico State uses PeopleSoft, a different financial system than the AS uses. Projected annualized savings was discussed and Robertson noted that the current 11,000 transactions per year, which are all currently being handled manually, would all be automated and documents wouldn't need to be handed around for signatures. Clyde said what changed her mind regarding purchasing this software is how many people this would affect and that it's a value-added component of many people's jobs. She said when time is being spent manually working on paperwork, the AS is not getting the value they're paying for staff. She noted that using this software would benefit staff and add value to their areas. Clyde said the gamble of this cost is the \$11,000 implementation fee, which she feels is worth the value of our employees and student representatives that travel. Ho said FSO currently scans all documents and that would be completely eliminated. Robertson said it also speaks to staff retention and making people's jobs easier. Rios said the entire University of Wisconsin uses Concur software, and it is well liked, especially for traveling. Young said this sounds like a great time saver. Quezada Haro asked if the cost includes information storage and Ho said the AS would have unlimited storage.

~~D. Information Item: Revisions to Associated Students Human Resources Policy 486 – Selection, Evaluation, and Retention of the Executive Director~~ – Pulled from today’s agenda.

IX. ANNOUNCEMENTS – Quezada Haro said the Social Justice and Equity committee is holding an event for students on Saturday, May 14 from 12 to 2 p.m. in Colusa Hall 100 regarding diversity. The new Social Justice and Equity director will be there and current and newly elected representatives are also invited. • Clyde congratulated Robertson for preparing her first total round of budgets, noting the amount of work that is done behind the scenes. • Slaughter introduced Kristi Fudem, the new Assistant Director of Marketing. • Sherman said the Sense of Place: A Symposium on Connection, will be held tomorrow from noon to 5 p.m. with numerous presentations. • Lopic said he hopes everyone is able to attend the last Board meeting in person. • Young said he was very impressed Tuesday evening regarding the event downtown that GSEC pulled together in a very short time regarding the Roe vs. Wade discussion. He said he was very impressed that our students are so passionate about important issues.

X. PUBLIC OPINION – None

XI. ADJOURNMENT – The Chair, Young, adjourned the meeting at 3:49 p.m.