

**ASSOCIATED STUDENTS OF CALIFORNIA STATE UNIVERSITY, CHICO  
ASSOCIATED STUDENTS BUSINESSES COMMITTEE  
MEETING MINUTES**

**Monday, April 22, 2019**

**10 a.m.**

**BMU 205**

**Members Present:** Alex Williams, Dan Herbert, Michelle Korte, Chris Taverrite, Ashish Sahota

**Members Absent:** Stacie Corona, Megan Odom

**Others Present:** David Buckley, Karen Bang, (recording), Susan Jennings, Tom Rider, Steve Novo, Tania Ruiz

- I. **CALL TO ORDER** – The Chair, Williams, called the meeting to order at 10 a.m.
- II. **AGENDA** – **Motion to approve the 4/22/19 agenda (Taverrite/Herbert) 5-0-0 MSC.**
- III. **APPROVAL OF MINUTES** – Minutes of the 4/8/19 regular meeting. **Motion to approve the minutes of the 4/8/19 regular meeting, as presented (Taverrite/Herbert) 5-0-0 MSC.**
- IV. **ANNOUNCEMENTS** – None
- V. **BUSINESS**
  - A. Action Item: Associated Students Auxiliary Businesses Budget – Dining Services (including Capital Expenditures), estimated results 2018-19 and proposed budget 2019-20. **Motion to approve Associated Students Auxiliary Businesses Budget – Dining Services (including Capital Expenditures), estimated results 2018-19 and proposed budget 2019-20, as presented (Taverrite/Herbert).** Buckley said discussions are still being held with University Housing (UH) regarding the Residential Dining piece of the agreement with them. He said this budget includes the \$500,000/year. He noted they are looking at a three-year contract with a possible 3% increase to the \$500,000 per year. If the 3% per year increase is agreed upon, the budget will be adjusted. **5-0-0 MSC.**
  - B. Action Item: Revisions to Associated Students Corporate Codes – Dining Services Net Assets Reserve Policy. **Motion to approve revisions to Associated Students Corporate Codes – Dining Services Net Assets Reserve Policy, as presented (Korte/Sahota) 5-0-0 MSC.**
  - C. **Information Item: 3/31/19 Follett Wildcat Store Financials** – Novo distributed a revised March financial sheet and noted Textbooks continue to see weaker than expected sales, down almost \$5,000 for the month. He said they are going directly to departments and individual professors regarding adoptions and explained a contest they will be holding next semester regarding the implementation of textbooks. Novo said Grad Pack diploma frames will be run in April, instead of March, and noted an increase of nearly \$6,000 in diploma frame sales this year. Technology sales increased by \$20,000 for the month. He said an 8% Apple sale will be held graduation weekend.
- VI. **DINING SERVICES DIRECTOR'S REPORT** – Rider said he is working on the campus Residential Dining contract; looking for a three year contract with two, one year extensions, with an annual 3% increase on the \$500,000 paid to the AS. • Rider said they are looking to transition late night dining from Sutter Café to inside Sutter Dining's grill area due to transient issues. He said he is also checking with UH to see if they will buy into using Sutter Café in a different kind of context, as more of a retail swipe hybrid. The coffee shop/café could take cash but a resident could come in and swipe their card; with the possibility of bundling meals as well as a takeout option which is currently unavailable. Rider explained the Chancellor's Office Hungry Free Campus Program whereby residents can donate a swipe once per semester, which would go into a pool. The Program would be administered by staff from the food pantry and the CHC. Funds could be given to students via either a card or a voucher so they could go to Sutter to get food. He said in order to achieve the Hungry Free Campus designation, a swipe donation program needs to be in place, which we currently don't have. He said this language has been placed into the contract and is up for negotiation. • Rider said he would be inviting ASBC members and many other folks to a Dining Summit on Friday, May 3. He explained frank discussions would be held about the future of dining on campus. He said there will be discussion regarding what services we offer that aren't being utilized, what services aren't being offered that people would like to see, etc. In addition, he said he would like to survey how people are using our food services, and how to get them to invest in us as part of this.

- VII. CHICO STATE WILDCAT STORE DIRECTOR'S REPORT** – Novo said March 31 is the end of Follett's annual year. He distributed Adoption Impact information and explained how late book adoption affects the store as well as students in the long run. He said receiving adoption information from instructors by the seasonal due dates ensures course materials will be available for students on time and before classes start. He said it's important to get this information to the bookstore before the year end, then students will get a lot more money for buy back if the same books are used again next year. Novo noted that if a professor guarantees a book for two years, Follett can automatically offer a better rental option rate for next term, and will have used copies that would not need to be sent back to the wholesaler. Overall, price and savings for students really increases when adoptions are received on time. He said Dead Week is the start of their buyback period. Novo explained the breakdown of why books cost so much and said the campus store profit on a \$100 book is \$4.50. Korte said she has been on this committee for over 20 years and has seen a lot of bookstore directors give this same story. She said it needs to be figured out how to put the pressure on the academic side to adopt books in a timely manner. Discussion was held. Herbert asked if this issue has gone to Academic Senate, and Buckley said no. Buckley said CFA faculty here look at themselves as independent contractors. He said at other campuses when the provost tells them what to do, they do it; here they don't care. Buckley said they need to get the provost, deans and department chairs to buy in to it and support it. He said previous bookstore directors would do a lunch with Admin and ASA's which helped a little. He explained that publishers know they don't make any money on a used book so they're trying to convince faculty to adopt new books and go directly with them. Buckley said he would talk with the provost about this. Novo said the worst for the bookstore and students is when faculty members use a brand new book for only one year. Jennings said the approach needs to be taken from a student perspective as well as a sustainable campus. She said instructors need to see how students benefit from lower book costs as well as buyback at better cost and suggested showing the lifecycle of a book over two years. Williams said this would be beneficial to take to Student Academic Senate and will talk with Sam Akinwande about Novo doing a presentation to them.
- VIII. EXECUTIVE DIRECTOR'S REPORT** – Regarding the Compensation Study, Buckley said he advised the Board that due to the study not yet being completely done, it will be presented to the Board during the fall semester. He said it is being suggested to change from 15 pay grades to 25, and change the ranges. He said there may or may not be proposed salary increases. • Buckley said last Friday Dan Herbert and Mary Wallmark put together a Community/Campus Safety Summit, which went well. He said there's clearly an emphasis on the campus side to improve safety but they know they also need to coordinate with the City of Chico. • Buckley said the AS will receive approximately \$65,000 from insurance because of the Camp Fire. In addition, another insurance claim has been filed for flooding damages at Butte Station and the WREC.
- IX. VP APPOINTEE'S REPORT** – Sahota had no report.
- X. CHAIR'S REPORT** – Williams said the new VP of Business & Finance is Chris Taverite and she will work with him regarding transitioning him to the position.
- XI. ANNOUNCEMENTS** – Regarding Sexual Assault Awareness Month, Williams said the Clothesline Project is on display on campus.
- XII. PUBLIC OPINION** – Limited to three minutes per speaker, five minutes for entire topic – Tania Ruiz, Commissioner of Sustainability Affairs, distributed a Resolution that her council is working on, requesting input from ASBC. She explained they are asking AS businesses to not use palm oil products, noting it is used in 50% of processed foods in the US. She said rainforests are being burned in order to produce palm oil at a cheap price, which ruins habitat and displaces people from their homes. She said they are asking the AS to find a sustainable replacement for these products. Rider said he conducted an informal survey earlier in the semester regarding candies and chocolate with palm oil. He said Urban Roots had only one chocolate bar with palm oil and they are removing that bar. He noted that it's a bigger problem at Butte and Holt Stations as cheap chocolates are full of palm oil, and removal would be a major impact to the C-stores. He said he plans this summer to assess other areas of Dining to find out the percentage of products that have palm oil in them. Buckley suggested using the word "encourage" instead of "direct" in the Resolution. He agreed that a dialogue should be started regarding this subject as well as encouraging students to not buy palm oil products.
- XIII. ADJOURNMENT** – The Chair, Williams, adjourned the meeting at 10:45 a.m.