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

Wednesday, November 30, 2016  2:30 p.m.  BMU 205

Members Present: Michael Pratt, Vu Nguyen, Teddy Delorenzo, Bro Dumas, Brett Rahtz, Tammi Fleet, Drew Calandrella, Jim Hyatt, Andrew Roberts

Members Absent:

Others Present: David Buckley, Karen Bang (recording), Jamie Clyde, Jen Halford, Nan Timmons, Thang Ho, Shar Krater, Susan Jennings, Leah Railey, Curtis Sichenerder, Jon Slaughter, Katrina Robertson

I. CALL TO ORDER – The meeting was called to order at 2:30 p.m. by the Chair, Pratt.

II. AGENDA – Motion to approve the 11/30/16 agenda (Nguyen/Dumas) 8/0/0 MSC.

III. MINUTES – Minutes of the 11/16/16 regular meeting. Motion to approve the minutes of the 11/16/16 regular meeting (Dumas/Nguyen) 8/0/0 MSC.

IV. ANNOUNCEMENTS – 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 – Nguyen reviewed the items with the Board. The post-election town hall forum that was scheduled for 12/5/16 has been postponed to post inauguration so that students can focus on finals.
   1. GAC Actions of 11/17/16
      a. Approved the 11/17/16 meeting agenda.
      b. Approved the revised minutes of the 11/3/16 regular meeting.
      c. Consent Agenda – 2016-17 University Committee Appointments
         Confirmation of appointment to Faculty and Student Policies Committee (FASP)
         - AS student appointment: Sami Elamad
         Consent Agenda – 2016-17 Associated Students Committee/Council Appointments
         Confirmation of appointment to Sustainability Affairs Council
         - Commissioner of Community Affairs appointments: Chance Watts and Tova Love
      d. Approved EFAC allocation in the amount of $1,187 for the NSSLHA 8th Annual Conference presented by NSSLHA (National Student Speech Language & Hearing Association) to be held in BMU 203 on March 25, 2017 from 8 a.m. to 5 p.m., as presented.

B. Bell Memorial Union Committee – Roberts reviewed with the Board. He noted finals week special hours in the BMU.
   1. BMUC Actions of 11/28/16
      a. Approved the 11/28/16 meeting agenda.
      b. Approved minutes of the 11/7/16 regular meeting.
      c. Approved repairs to the BMU roof in an amount not to exceed $43,223.71, as presented.
      d. Approved costs in the amount of $38,337 for engineering and installation of marquee, as presented.

C. Associated Students Businesses Committee – Rahtz reviewed with the Board and updated regarding items discussed at the meeting (Hyatt joined the meeting at 2:38 p.m.).
   1. ASBC Actions of 11/28/16
      a. Approved the 11/28/16 meeting agenda.
      b. Approved minutes of the 10/14/16 regular meeting.

VI. BUSINESS

A. Action Item: Resolution for the Adoption of Trustee Change Amendment for the Associated Students of California State University, Chico Exempt Employee 401(k) Plan. Motion to approve Resolution for the Adoption of Trustee Change Amendment for the Associated Students of California State University, Chico Exempt Employee 401(k) Plan, as presented (Roberts/Fleet) – Jennings explained these are
B. Action Item: Approval of Resolution for the Adoption of Trustee Change Amendment for the Associated Students of California State University, Chico Non-Exempt Employee 401(k) Plan. **Motion to approve Resolution for the Adoption of Trustee Change Amendment to the Associated Students of California State University, Chico Non-Exempt Employee 401(k) Plan, as presented (Nguyen/Calandrella).** – Jennings explained this is the resolution for the non-exempt plan. 9/0/0 MSC.

C. Action Item: Associated Students of California State University, Chico Exempt Employee 401(k) Plan Amendment #2016-Trusted. **Motion to approve Associated Students of California State University, Chico Exempt Employee 401(k) Plan Amendment #2016-Trusted (Calandrella/Nguyen).** – Jennings said this is for the exempt plan. 9/0/0 MSC.

D. Action Item: Associated Students of California State University, Chico Non-Exempt Employee 401(k) Plan Amendment #2016-Trusted. **Motion to approve Associated Students of California State University, Chico Non-Exempt Employee 401(k) Plan Amendment #2016-Trusted, as presented (Nguyen/Calandrella).** – Jennings said this is for the Non-exempt plan. 9/0/0 MSC.

E. Discussion Item: Statement on Shared Governance document – M. Pratt distributed the draft document and said President Hutchinson would like this signed before the holidays. He said he’s looking to see if the Board is generally acceptable with this document. He said it serves as a foundational document for campus based on a similar document created by Sacramento State but includes staff and students in addition to faculty and administration. Pratt said the Higher Education Employer-Employee Relations Act is aligning with precepts which involve the consultation and collaboration between faculty and administration. He said the Shared Governance document is going beyond that to include students and staff in processes. Delorenzo said she is unfamiliar with HEERA and questioned why it’s the lead in the first phrase. Pratt said this was a point of debate when worked on, but tradition of shared governance starts with HEERA. He said here at Chico we’re going beyond what the law mandates. Delorenzo questioned if there is anything in the CSSA shared governance material that might be included and Pratt said it would probably be inadequate as they’re still working on that process. Delorenzo said conceptually it’s a place to start, to get something in writing with all parties. Actual action will be when all areas sign (Associated Students, Staff Council, Academic Senate and campus President). Nguyen asked when it’ll be signed and Pratt said Tuesday of finals week is when President Hutchinson wants to sign it. The Board had no issues with the document.

F. Information Item: Revisions to Associated Students Personnel Policy No. 735 – Sick Leave Policy – The policy was distributed and Railey explained that since the mandatory sick leave for all employees began on July 1, 2015 they have had many challenges. She explained that the policy was written so that on their first day of employment, all non-benefited employees were granted 24 hours of sick leave immediately. She noted that we have employees who are starting their first day of work on sick leave, and paid sick leave is being exhausted in record time. Railey said this has had a significant impact to those areas that have to find replacement staff for shifts; they are paying the sick employee and then they are paying the replacement. Railey noted that the staff directors consulted with our labor attorney and it was agreed that a transition to the accrual method of earning sick leave makes more sense. She said this would allow us to use a 90 day waiting period, which might stop some of the blatant use of sick leave. Any current employees would be grandfathered in. Railey said they are also proposing that the three day no-call, no show absence from the workplace without notification be changed to a two day no-call, no show. This is creating very significant staffing problems, and Railey said the staff directors believe that two day no-call, no show is more appropriate. Calandrella questioned the 90 day waiting period for sick pay, instead of 60 days and Railey said they decided to do the maximum of what the law allows. Buckley said our attorney has made clear that the way the law is written, he highly suggested not disciplining the students because of retaliation issues and it could be identified as protected leave. He said this issue is costing Dining Services thousands of dollars. Discussion was held.

G. Information Item: Push notifications – Ho presented and provided background, noting last year we started a project for catering to help feed hungry Wildcats when there is leftover food from events, and finding a way to let students know. He suggested developing push notifications for the whole corporation, not just for Catering. With that, the cost went from $5,000 to $15,000. He explained SMS means “Short Message Service”, another term for Push Notification. Ho said 97% of all college students use cell phones for texting. Currently, the campus main source of communication is emails, which students rarely check. Ho showed a
model of what the Push Notification system would look like. All users would have to opt in, they wouldn't be forced to do so. Potential revenue generators were noted. Costs were next reviewed and it was noted that because this is also a sustainability project, a SFAC proposal will be prepared. Total system cost would be $15,000, not including ongoing usage costs ($1/month for dedicated phone line), $.0075/text (1 million text will equal to $7,500). Push Notification usage costs were also reviewed. The timeline was next reviewed; a soft launch for the catering application is scheduled for early December and Ho’s team is testing it out right now. Full launch would be spring 2017. AS Department notifications would be set up in the spring. Ho provided a sample of what it would look like to send out an expiration. He said this is very mobile and very user friendly. Discussion was held. Buckley asked if they think this is value regarding how many students will opt in for push notifications for other programs. Nguyen would like there to be some control, and questioned if it starts at director level. Ho said it is up to us to define. He also questioned if there is an administrative level. Roberts said this could be successful if we launch a huge campaign on campus. Ho said he has also reached out to Summer O to see about Wildcat Sync to have first time freshman/student transfers sign up. He’d like to see a budget put together for a campaign. Delorenzo asked if HR would use this; noting she uses email because she needs a record. Nguyen asked if this system has the analytic software, and Ho said he is building it. Tracking of usage was discussed. Ho said studies are showing that notification systems are being done on a lot of campuses and we would be one of the few campuses in the CSU system that would have this. Buckley said if they're interested in having this go forward that the cost to purchase this would go through the IT budget which would be spread out between all areas. Each program would be responsible for costs for individual texts.

H. Information Item: 10/31/16 Follett Wildcat Store Financials – Rahtz reviewed with the Board and said the impact of the new Ulta Beauty store in Chico will affect Bookstore Clinique sales.

I. Director of University Affairs Report – Fleet’s report was included in the agenda packet. She said she’s a part of the Provost Search Committee and they are in the process of selecting a pool of finalists who will come to campus in February.

J. Director of Legislative Affairs Report – Dumas said LAC is up and running and the next three appointees will be put on the next GAC and Board agendas. Using connections of those on the committee working in the state capitol or doing internships in Sacramento to get contacts with State Appropriations Committee to start addressing some of the concerns with the appropriations that the CSU gets from the state. Dumas said CSSA is working as a whole regarding the possible tuition increase. LAC will also address this in the future. Fleet said Betsy Boyd, Chair of Academic Senate, expressed interest in doing a joint resolution regarding this issue.

K. University Vice President’s Report – Calandrella had no report. Hyatt said the Board of Trustees passed the support budget and it has gone on to the Governor. It’s expected funding for both the Governor’s plan as well as additional funding for things like the Graduate Initiative, compensation and facilities renewal.

L. Executive Director’s Report – Buckley said one of our students that works in the Wildcat Leadership Institute was quoted in the Washington Post regarding Women and Politics. Halford said it’s WLI Leadership Fellow Aurea Bolanos Perea. Railey provided an Open Enrollment update noting that as of noon today, 37 signed up for the HMO, 26 in the PPO High and 11 in the PPO Low. She said Jennings’ estimates were very good and a final snapshot will be provided. She said the HMO numbers were higher than anticipated which will provide additional savings. Railey said everyone was happy to see the reduction in rates and credited the Board for making this decision after evaluating and thanked them.

M. President’s Report – Pratt’s report was included in the agenda packet.

VII. ANNOUNCEMENTS – None

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

IX. ADJOURNMENT – The meeting was adjourned at 3:34 p.m. by the Chair, Pratt.