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

Wednesday, December 7, 2016  2:30 p.m.  BMU 205

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

Members Absent: Drew Calandrella

Others Present: David Buckley, Karen Bang (recording), Corinne Knapp, Nan Timmons, Jen Halford, Thang Ho, Shar Krater, Leah Railey, Curtis Sicheneder, Jon Slaughter

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 12/7/16 agenda (Roberts/Rahtz) 8/0/0 MSC.

III. MINUTES – None

IV. ANNOUNCEMENTS – Rahtz said there’s currently a sale in the Wildcat Store. Nguyen said President Hutchinson is recording a holiday video and needs extras, if anyone knows of student staff that would like to join, it’s at 4:45 p.m. tomorrow in Paul Zingg Recital Hall.

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.
   1. GAC Actions of 12/1/16
      a. Approved the 12/1/16 meeting agenda.
      b. Approved DAC allocation in the revised amount of $1,236.05 for the ME: Literacy Reading event presented by Phi Sigma Iota to be held in the CCLC on February 7, 2017 at 5 p.m., as presented.
      c. Approved 2017 Election Procedures, as presented.

B. Bell Memorial Union Committee – Roberts reviewed with the Board and explained the SFAC project that was not approved by BMUC.
   1. BMUC Actions of 12/5/16
      a. Approved the 12/5/16 meeting agenda.
      b. Consent Agenda – Sustainability Fund Allocation Committee Meeting of 12/2/16
         1) The following were approved to proceed to funding allocation deliberation:
            a. Cultural Sustainability through Virtual Museums Project.
            c. Land of our Own Project.
            d. Recycling Education and Desk Side Bins Project.
            e. Saving Water with Green Chemistry Project.
            f. Using Recyclable IBX – Polymer Project.
            g. Veggie Bucks Plus Project.
         2) The following died for lack of a motion so did not proceed to funding allocation deliberation:
            a. Grab and Go Play Project (See V. B. 1. b. 1)
         3) The following were approved for funding:
            a. Cultural Sustainability through Virtual Museums Project in the amount of $1,640.25.
            b. Food Security Project Hungry Wildcat Catering App in the amount of $8,112.50.
            c. Land of Our Own Project in the amount of $3,111.96.
            d. Recycling Education and Desk Side Bins Project in the amount of $3,811.90.
            e. Saving Water with Green Chemistry Project in the amount of $7,745.
            f. Veggie Bucks Plus Project in the amount of $20,100.
         4) The following was not approved for funding:
            a. Recyclable IBX – Polymer Project in the amount of $4,929.68.
            c. Approved funding Food Security Project Hungry Wildcat Catering App in the amount of $8,112.50.
            d. Motion failed to approve funding Saving Water with Green Chemistry Project in the amount of $7,745.
            e. Approved funding Veggie Bucks Plus Project in the amount of $20,100.
C. **Associated Students Businesses Committee** – Rahtz reviewed with the Board, noting that the Marketplace refresh amount was approved in the revised amount of $21,321.96. Approximately 66 Textbook Scholarship applications have been received.

1. **ASBC Actions of 12/5/16**
   a. Approved the 12/5/16 meeting agenda.
   b. Approved increasing total project cost for new C-Store in the BMU from initial project cost of $143,000 to $174,780 to reflect increased FMS costs, as presented.
   c. Approved Marketplace refresh in the revised amount of $21,321.96, as presented.

VI. BUSINESS

A. **Action Item: Approval of revisions to Associated Students Personnel Policy No. 735 – Sick Leave.** Railey requested that the following sentence be added under the **Upon Termination** section as follows: “If an employee is rehired within one year, all prior accrued but unused days must be reinstated.” She also requested that a new section be added, as follows: “No Discrimination or Retaliation – Retaliation or discrimination against an employee who requests or uses accrued paid sick leave is prohibited.” **Motion to approve revisions to Associated Students Personnel Policy, No. 735 – Sick Leave, as presented (Roberts/Dumas) 8/0/0 MSC.**

B. **Action Item: Approval of purchase of Push Notifications System in an amount not to exceed $15,000.** Ho said the system is almost ready to go, just waiting for approval. Buckley said that SFAC funded $8,000 towards that and Ho said no, it was $3,500. Ho said there is a Catering labor charge and materials for Catering. He said the software itself was only $3,500. Buckley questioned what the $8,000 was for and Ho said it was $8,100 and covers Catering labor charge and materials, and $3,500 of it was for the software. Buckley said if they do the motion, they should take $3,500 off the amount because $3,500 was already funded by SFAC. Ho said the total amount the Board would be approving is $11,500. **Motion to approve purchase of Push Notifications System in an amount not to exceed $11,500 (Roberts/Fleet).** Roberts said this was discussed at SFAC and if this is the amount needed to get this up and running for hungry wildcats, this is what should be done. Delorenzo asked that since this is building the app for all of the AS, if the process for outlining the policies and usage would be developed simultaneously, put in place and a protocol created for usage, similar to a social media policy. Buckley said this would need to be developed, including revising our Social Media Policy. He said this wouldn't be pushed out until we have clear policy and procedures. Rahtz said it was his understanding from the last Board meeting that the funds the Board would be approving would be supplementing Catering from the BMUC side. He questioned if today's approval was for everything, including what would be pushed out to students. Ho said this is additional funding to expand out to all of AS and $3,500 was funded at SFAC. Nguyen said he was a proponent for having the Catering app go forward, but after speaking with AS program student directors and career staff as well as reps from Public Affairs, there are some logistical concerns regarding whether or not we're ready to roll this out for all of our programs. Ho said this is for building infrastructure, for looking for next semester or down the line, meantime getting Catering up and running. Roberts asked if $11,500 is the cost to roll out the Catering portion of the app and Ho said no, this is to do the build out of the back end. Buckley clarified that it would cost $5,000 to get the Catering app up and running and that only $1,500 is needed because $3,500 was funded by SFAC. Ho said it would cost an additional $10,000 to expand to other AS programs. Nguyen said he'd be more comfortable in just approving the $1,500 as he would like the new marketing coordinator to have a say in all of this. Ho said the problem with this is that if things are done twice, costs would go up. Nguyen said student directors were opposed to the price point and didn’t think they'd utilize this service. Delorenzo confirmed timeline for the Catering piece is January. She questioned the timeline for the multiple departments, if approved, and Ho said it would be sometime in the spring. Delorenzo questioned the cost increase if done in two phases. Ho said it would be approximately another $10,000 because a team would need to be put together, it would need to be rebuilt and put back together again. **Motion to amend the amount from $11,500 to $1,500 to get the Catering app portion up and running (Roberts/Nguyen). 8/0/0 MSC.** Roberts said he wants to see the Catering app up and running as quickly as possible, then based on results from the Catering app, and further discussion, then down the road we could add in what it takes to make this available for multiple programs. **Motion to approve purchase of push notification system in an amount not to exceed $1,500 for the Catering app. 8/0/0 MSC.**

C. **Information Item: 10/31/16 Activity Fee Fund Budget vs. Actual** – Nguyen reviewed with the Board.

D. **Information Item: 10/31/16 BMU and WREC/AO Summary Income and Expense Statements** – Roberts reviewed both the BMU and WREC/AO financials with the Board.
E. **Information Item:** 10/31/16 Wildcat Store Financials – Rahtz reviewed with the Board.

F. **Information Item:** 10/31/16 Dining Services Financials – Rahtz reviewed with the Board.

G. **Director of University Affairs Report** – Fleet’s report was included in the agenda packet. Fleet said provost search committee interviews were conducted last week and three finalists will be visiting campus next week instead of in February. She said CSSA will have a teleconference on Friday and the President’s Student Leadership Reception is this Friday. Fleet said it came to her attention that a new position, Dean of Students, was rolled out in Campus Announcements (not Student Announcements) and all faculty is in an uproar about this. She said this will be brought up in discussions at Senate as well as discussed at Student Academic Senate.

H. **Director of Legislative Affairs Report** – Dumas did not have a report.

I. **University Vice President’s Report** – Hyatt did not have a report.

J. **Executive Director’s Report** – Buckley said there are currently two searches going on: the Sustainability Coordinator and Marketing Coordinator positions. They hope to have a Sustainability Coordinator hired before January. Buckley said Marketing Coordinator applications are being reviewed starting December 12. Interviews for this position will be held when we return from winter break. Buckley reminded that hopefully at the first spring semester Board meeting that he and Jennings will have a presentation for the Board on the effect of minimum wage and salaries and how it will affect the reserves for Activity Fee, Union and Dining as we move forward. He said this will affect strategically over the next few years what we do programmatically.

K. **President’s Report** – Pratt said the Statement on Shared Governance won’t be signed off on until after the holidays and will be brought back because of additional edits being made.

**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 3:11 p.m. by the Chair, Pratt.