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

Friday, April 24, 2020

12 p.m.

Via Zoom

**Members Present:** Trevor Guthrie, Teddy Delorenzo, Bre Holbert, Alejandro Alfaro Ramirez, Ann Sherman, Anthony Ruiz, Sandy Parsons-Ellis, Kaylee Biedermann, Chris Taverite

**Members Absent:** None

**Others Present:** Jamie Clyde, Karen Bang (recording), Susan Jennings, Tom Rider, Sarah Fenton, Katrina Robertson, Katie Peterson, Leah Railey, Eliza Miller, Austin Lopic, Tray Robinson, Eric Gallagher, Janice Stryker, Cindy Haws, Rhiannon Tice, Curtis Sicheneder, Miranda Pierson, James Lehr, Marisa Markword, Ella Snyder, Emily Bruns, Hailey Sieber, Scott Harrison, Elaine Kramer, Sharleen Krater, Thang Ho, Keith Crawford, Jon Slaughter, Nicole Geiger, Jennifer Mendoza, Kelsey Simpson, Sue Vang, Hugh Hammond, Kristin Chelotti, Heather Rodriguez Ortiz, Teresa Clements, Nirvana Almada, Kelsey Torres, Jacqueline Hansen, Anna Paladini, Colton Smith, Kiley Kirkpatrick,

I. **CALL TO ORDER** – The Chair, Guthrie, called the meeting to order at 12:05 p.m.

II. **AGENDA** – Motion to approve the 4/24/20 agenda (Alfaro Ramirez/Biedermann) 9-0-0 MSC.

III. **APPROVAL OF MINUTES** – Minutes of the regular meeting of 2/28/20. Motion to approve the minutes of the regular meeting of 2/28/20, as presented (Biedermann/Holbert) 9-0-0 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 – Ruiz reviewed the items with the Board.

1. GAC Actions of 3/2/20 meeting

- a. Approved the 3/2/20 revised meeting agenda.
- b. Approved Minutes of the 2/24/20 regular meeting.
- c. Approved Consent Agenda  
2019-20 Associated Students Committee/Council Appointments  
Confirmation of appointments to Diversity Affairs Council (DAC)
  - Commissioner of Diversity Affairs Appointment: Freya Laguna
  - Commissioner of Sustainability Affairs Appointment: Victor Becerra
- d. Approved Revisions to Associated Students Corporate Codes – Events Funding Allocation Council Policy, including title change to Events and Diversity Programming Allocation Council Policy, effective beginning the 2020-21 elected officer term, as presented.
- e. Approved increasing scholarship for elected Senator positions from 15% of cost of attendance to 20% of cost of attendance, as presented (this item was excluded from the budget during budget approval by the Board).

2. GAC Actions of 3/9/20 meeting

- a. Approved the 3/9/20 meeting agenda.
- b. Approved Minutes of the 3/2/20 regular meeting.
- c. Approved revisions to Associated Students Corporate Codes – Government Affairs Committee Code.
- d. Approved DAC allocation for \$4,000 for the 'Hailing Cesar ft. Eduardo Chavez' event by M.E.C.h.A. to be held 3/30/20 from 5 p.m. – 7 p.m. in AYERS 106, as presented (event was cancelled).

3. GAC Actions of 4/20/20 meeting

- a. Approved the 4/20/20 meeting agenda.
- b. Approved Minutes of the 3/9/20 regular meeting.
- c. Approved the Activity Fee Fund Budget, including AF Administration, Capital Expenditures, Government Affairs Office and Elections Budget, estimated results 2019-20 and proposed budget 2020-21, as presented.

B. Bell Memorial Union Committee – Biedermann reviewed the items with the Board.

1. BMUC Actions of 3/4/20
    - a. Approved the 3/4/20 agenda.
    - b. Approved Minutes of the 2/19/20 regular meeting.
  2. BMUC Actions of 4/22/20
    - a. Approved the 4/22/20 agenda.
    - b. Approved Minutes of the 3/4/20 regular meeting.
    - c. Approved Student Union Budget (including Capital Expenditures), estimated results 2019-20 and proposed budget 2020-21, as presented.
- C. Associated Students Businesses Committee – Taverrite reviewed the items with the Board.
1. ASBC Actions of 3/9/20
    - a. Approved the 3/9/20 agenda.
    - b. Approved Minutes of the 2/17/20 Special meeting.
  2. ASBC Actions of 4/20/20
    - a. Approved the 4/20/20 agenda.
    - b. Approved Minutes of the 3/9/20 regular meeting.  
Approved Associated Students Auxiliary Businesses Budget – Dining Services (including Capital Expenditures), estimated results 2019-20 and proposed budget 2020-21, as presented.

The committee chairs confirmed that contingency plans were discussed during budget review/approvals at their committees, as it is unknown what will happen this fall due to the COVID-19 pandemic.

## VI. BUSINESS

- A. Action Item: Approval of Associated Students Budget (including Pay Schedule), estimated results 2019-20 and proposed budget 2020-21. **Motion to approve Associated Students Budget (including Pay Schedule), estimated results 2019-20 and proposed budget 2020-21, as presented (Taverrite/Alfaro Ramirez).** Clyde said the budget is a snapshot in time, a best guess scenario, and work began on it in January. Due to the COVID-19 pandemic, all services have been moved to a virtual environment. She said the other piece is actual circumstances of what next year will look like. She explained that if the head count and fees change, it shifts what we do as an organization completely. Clyde noted a conservative number of 14,000 was used for the head count, with the assumption that all fees will stay intact, as well as no changes to contracts such as Follett and Dining. She said the budget also assumes that we come back in the fall at full capacity, although it's unlikely that will happen. Clyde noted a low head count would affect services provided to students, career and student staff employees, operations, programs and buildings. Delorenzo asked if the budget would be revisited after the first couple of months of the fall semester. Clyde said monthly narratives would be provided to the committees and the Board based on the current situation. Sherman said there are three big uncertainties: the COVID-19 pandemic, down trending enrollment, and state allocation. She said she liked how this budget was laid out. Jennings reviewed the All Areas Summary and Pay Schedule, noting an overall decrease in net assets of \$(529,935) is projected due to a drop in enrollment. Each area was individually reviewed. Capital Expenditures – Planned Purchases were next reviewed for all areas. Alfaro Ramirez asked about the timing for the various items listed. Clyde said all capital purchases are on hold unless for repair and maintenance, related to safety, or if there is a way students can be serviced in a different type of capacity. Corporate Services Fund and Area Reimbursements were next reviewed. Holbert said regarding the senator pay increase included in this budget, that the Board never had the opportunity to discuss this item, so she would like the Board to discuss it. She said at GAC they passed the Senator increase of 15% to 20% cost of attendance. She said she supports students but with Activity Fee having to dip in to reserves, doesn't believe it is good for the AS financially at this time. Holbert said after this next year, and if we don't have to dip into reserves, it would then be a good idea to revisit this. Alfaro Ramirez said it's the Board's job to look out for the corporation, but noted he would be voting for the senator increase, reflecting the wants of the senators. Sherman agreed with Holbert, noting the Board should be cautious at this point as they need to be the best stewards for AS finances in these uncertain times. Biedermann said she hasn't been supportive of this increase, noting this is not the time for an increase. Delorenzo said Student Senate is relatively new and to increase their salaries at the beginning stages seems rather premature. She said she would vote to approve the budget without the increase to the senators. Ruiz said this item was discussed over three GAC meetings and that he was the tie breaker for the vote. He said he understands, as a Board member, they need to be fiscally responsible. Taverrite said that this year would not be the best time to do this. Holbert commended the senators for their work. Ruiz asked what the impact would be to the budget for this increase and Slaughter said total impact would be \$10,812. **Motion to approve Associated Students Budget (including Pay Schedule), estimated results 2019-20 and proposed budget 2020-21, excluding Senator pay increase from the budget (Holbert/Biedermann) 8-1-0 MSC.**

- B. Action Item: Approval of revisions to Associated Students Corporate Codes – Board of Directors Code. **Motion to approve revisions to Associated Students Corporate Codes – Board of Directors Code, as presented (Biedermann/Alfaro Ramirez).** Clyde said they are attempting to give the Board of Directors (BOD) and the Government Affairs Committee (GAC) the opportunity to have a consistent meeting time. Exception to the set schedule would be made for graduating seniors and their required class time. Clyde noted that the BOD and the GAC would meet on alternate Wednesdays from 2:30 to 4 p.m. **8-0-1 MSC.**
- C. Action Item: Approval of Revisions to Associated Students Corporate Codes – Government Affairs Committee Code. **Motion to approve revisions to Associated Students Corporate Codes – Government Affairs Committee Code, as presented (Biedermann/Ruiz) 8-0-1 MSC.**
- D. Director of University Affairs Report – Alfaro Ramirez said no hard feelings regarding the lack of senator pay increase, noting it was made in good intentions. He said Student Academic Senate (SAS) would be meeting a couple of more times and they are updating their code and duties (Parsons-Ellis left the meeting at 12:55 p.m.). He encouraged everyone to attend the SAS meetings. Alfaro Ramirez said Ella Snyder will be taking his position for next year and will do a great job. He said President Hutchinson sent out an email regarding the CARES Act, and he and Holbert are trying to obtain answers to their questions. He encouraged everyone to engage in mutual aid, noting the Democratic Socialists of America is doing volunteer work in the Chico community and it's open to everyone.
- E. Director of Legislative Affairs Report – Holbert reminded everyone to register for the Census so that their information is counted. She said a virtual fireside chat was held Wednesday regarding the Census and encouraged everyone to check out the AS Virtual Engagement Center website. She said a meeting will be held at 5:15 p.m. today to celebrate all our wins. Holbert said Ruiz will be the new Director of Legislative Affairs.
- F. University Vice Presidents' Reports – Sherman said they're working and planning on all the unknowns and various scenarios to understand what the campus budget might look like as a whole campus next year, and the year after. She said they are modeling different assumptions, including enrollment drop, looking at the likelihood of gaps regarding state support and state allocations, and looking at what the likelihood is that we'll be able to come back to campus this fall as well as the impact to fees. She said they are getting regular updates from the Chancellor's Office, with different scenarios. She said a big part of the question has been regarding given the differences across campuses, how to do something consistent, yet tailored to each unique location. Sherman updated regarding the CARES Act funding, noting that this campus has a high proportion of CAL Eligible and Title IV eligible students, higher even than some other campuses across the CSU. As a result of that, we have more money, and more students to get the money out to. Their priority focus is to get as much money out as possible to as many students as possible. Sherman said regarding the CARES Act, they received an update from the Department of Education a couple of days ago and found out that students have to be Title IV eligible, which changed how they were originally looking at the funding. She said they are also looking to see what other sources of funds can be used across the campus for those not eligible, including DACA, undocumented students, some international students and some of the graduate programs that aren't eligible for Title IV Funds. They have identified a variety of sources they may be able to use as a supplement to CARES Act funding. Financial Aid and Student Financial Services have been working on this. She said they also recognize that a lot of people's circumstances may have changed due to COVID-19. Sherman said the direction they'll probably go to in order to get money back as fast as possible is to do some basic flat dollar amounts to all eligible students to start with, and also ask students to fill out an application for aid if their circumstances have changed or if they have a special issue that would require additional funding. They are hopeful to prepare over 12,000 checks soon. Additional time is being allotted for those filling out applications for additional assistance. Delorenzo said students have been asking her when they'll know what's going to happen in the fall. Sherman said they've been following the Governor's six-part time line, and it has been more challenging here because we've only had 16 cases in Butte County; however, there is the worry that returning students from other areas could infect others. She said there are normally 20,000 students/faculty/staff on campus. Sherman said President Hutchinson has tasked a subgroup of the EOC with putting together some time frames where there are specific dates to pay attention to in order to make decisions by a certain time. She said May 15 is a critical date for international students as they don't get funding for online programming. Sherman said the goal is for in person classes, or a hybrid of it.
- G. Executive Director's Report – Clyde said the only capital projects that would move forward would be for repairs, replacement and safety. She said the Follett extension was approved for two years by the Board. She said Follett has to commit on their level which is challenging especially with awaiting the decision on whether we're

here in the fall or not. The extension is uncertain at this point. She said Lauren Lathrop, the Bookstore Manager, is still on campus and taking care of online orders. At this point they don't know what it will look like in the fall, or continued operations as a bookstore. Clyde said the AS followed what campus did regarding Paid Administrative Leave (PAL) for all student and career staff, and offered 128 pro-rated hours of leave paid based on employment. She noted that both AS student and staff employees are eligible for unemployment. She said the PAL decision cost the organization about \$350,000 and we've lost about \$400,000 for different areas that have lost revenue. Clyde said they've currently received 182 unemployment claims, which is quite high. She advised that other campuses have received notices from Follett that they would not be able to pay the minimum. She said we still have that number in our budget but it could look worse for this year and could also look worse next year. Clyde said the AS relies on head count and fees; with those intact, we have Activity Fee as well as Dining and Follett that are projecting into a deficit. She said in terms of our organization we're in extremely challenging times, and that's with best case scenarios. Clyde said as an organization we have done an amazing job providing services to students via online format, and provided an overview of what is being done. She also noted that officers are still engaged and on committees. She said the Board members should be proud of this organization which they are a part of. She said amazing things have been done and we'll continue to be challenged next year. She thanked them all for their work this year and looks forward to working with the new Board. Clyde also thanked Jennings for all of her work behind the scenes on the budget. Clyde next thanked Delorenzo, noting today is her last Board meeting and that she has been a member of this Board longer than anyone else. She noted her loyalty to the AS has been unwavering and what she has done for students is amazing.

H. President's Report – Guthrie said he is sitting on a University committee regarding how to disburse funds.

- VII. ANNOUNCEMENTS** – Delorenzo was thanked by various members of the staff and the Board for her years as a member of this Board. She thanked the AS for the opportunity to have been part of the process, to have gotten to know everyone, and the opportunity to work with amazing students and staff. She said it makes her proud of the amazing job they've done.
- VIII. PUBLIC OPINION** – Limited to three minutes per speaker, five minutes for entire topic - None
- IX. ADJOURNMENT** – The Chair, Guthrie, passed the gavel to Delorenzo so she could adjourn the meeting. Delorenzo adjourned the meeting at 1:46 p.m.