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

Tuesday, December 2, 2014  4 p.m.  BMU 205

Members Present: Taylor Herren, Nicole Lung, Jovan Smith, Darion Johnston, Jeffery Zawoysky, Drew Calandrella, Teddy Delorenzo

Members Absent: Michael Pratt (excused), Lori Hoffman

Others Present: Karen Bang (recording), David Buckley, Leah Railey, Thang Ho, Susan Jennings, Jon Slaughter, Rick Scott, Sally Parenti, George Rankin, Shar Krater

I. CALL TO ORDER – The meeting was called to order at 4:06 p.m. by the Chair, Herren.

II. AGENDA – Added new Information Item D: Revisions to Associated Students Corporate Code Book – Student Academic Senate Code. Also, the CSSA SIRF update was postponed. Motion to approve the revised agenda (Johnston/Zawoysky) 7/0/0 MSC.

III. MINUTES – Minutes of the 11/18/14 regular meeting. Motion to approve the minutes of the 11/18/14 regular meeting, as presented (Johnston/Lung) 6/0/1 MSC.

IV. ANNOUNCEMENTS – None

V. PUBLIC OPINION – None

VI. OPINION – 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 – Zawoysky said Kassandra Bednarski is starting to work on Cats in the Community and they're starting to work on other events for next semester.
   1. GAC Actions of 11/20/14
      a. Approved the 11/20/14 meeting agenda.
      b. Approved the minutes of 11/13/14
      c. Approved DAC allocation in the amount of $950 for “Mardi Gras” hosted by Chico State Pride on February 17, 2015 from 6:30-9 p.m. in the UHUB.

B. Bell Memorial Union Committee – No meetings held. Smith said BMUC is re-invisioning the BMU and a survey has begun.

C. Associated Students Businesses Committee – Lung said an Investment Committee Meeting was held Monday and they discussed where $1 million investment should be placed. She said the Wildcat Store Ad Hoc Committee will be meeting next Wednesday with Sarah Foisy.
   1. ASBC Actions of 11/19/14
      a. Approved the minutes of 11/5/14.

VIII. BUSINESS

A. Action Item: Approval of revisions to Associated Students Personnel Policy No. 530 – Shift Differential Pay. Motion to approve revisions to Associated Students Personnel Policy No. 530 – Shift Differential Pay, as presented (Smith/Johnston). Buckley provided a summary of the changes, noting it’s not normal practice to have exempt employees on shift differential. 7-0-0 MSC.

B. Information Item: 2015 Election Process including associated revisions to affected policies – Slaughter explained the election procedures are approved by GAC each year and this document primarily charts out from start to finish the election process for 2015. He said references to the student senators are located in the Student Academic Senate Code. Slaughter said per discussion with Buckley and Jeff Carter after the agenda packet was sent out last week, student senators will not be referenced in the Bylaws, only in the Student Academic Senate Code. The only change now being made to the Bylaws is under Section 2
regarding the addition of no more than 132 college class units at the time of filing. Zawolsky asked why senators aren’t being included in the Bylaws and Slaughter explained that it’s best to put the least amount of information in the Bylaws. He also noted that the Bylaws refer to officers of the corporation, and senators are not officers of the corporation. • Slaughter reviewed the changes to the Student Academic Senate Code, which now includes the senators. He then reviewed and noted changes to the Intent to File Checklist.

Slaughter said there were no changes to the Election Procedures document that was provided. • Slaughter reviewed the suggested changes to the Election Policy, noting that they’d like to remove the sentence in regards to a student Election Supervisor being hired to oversee the election process. He said Nan Timmons has been the Elections Coordinator, with student support.

C. Information Item: Revisions to Associated Students Corporate Code Book – Associated Students Bylaws – Reviewed under item VIII. B.

D. Information Item: Revisions to Associated Students Corporate Code Book – Student Academic Senate Code – Reviewed under item VIII. B.

E. Information Item: Financial System Presentation – Buckley provided a Financial and HR Software presentation regarding where we were in the process of upgrading the current financial system and where we’re now at. He noted they may be coming back fairly soon with a proposal to purchase a system. He explained that last year’s Board approved $710,000 in total project costs, to be split between the Associated Students (AS) and Research Foundation (RF) for the purchase of a financial, HR and time and attendance system. A total annual cost of $103,000 was budgeted. Buckley said at this point they’re going forward without the RF as they have yet to make a decision. He said they’ve looked at ADP but ADP doesn’t provide a financial module and doesn’t provide the option to print our own payroll. The estimated annual cost would be $100,000 without the financial piece. He explained that the software would be leased and no servers would be required, unlike with SunGard where we would have owned the software and servers. He noted that from a security standpoint, it’s better to lease. Buckley said the other company they’ve looked at is NetSuite. He said we’d lease and they would charge a per user license fee. He said this company provides financial, HR and payroll (checks) and will process payroll and produce checks for an additional cost via Ceridian. He said the estimated cost would be $61,000 annually (without check processing) plus one time implementation costs of $145,000 - $165,000. He said we currently cut our own payroll checks, and need to look at considering going with someone else to cut checks. Total annual cost without time and attendance and check processing would be $84,600. Buckley said the AS has been awarded a non-profit grant to cover a portion of the annual licensing costs because we’re a not for profit. • Buckley said new software will bring us up to the new age of paperless, user friendly software and an automated process. He said RF will be meeting on December 10 but he’s not sure if they’ll make a decision at that time. Johnston asked if RF could come back and say they’re interested in continuing to work with the AS. Jennings said we’d need to give them notice by February 1 that we’re not interested in moving forward with them. He said implementation could take from four to six months. Buckley said their goal is to have a system ready to go by July 1. Delorenzo asked if there’s a one-time implementation fee from ADP. Ho said there would be, approximately the same as the other company. Discussion was held regarding multiple options available, as well as security.

F. Information Item: CSSA SIRF Update – Postponed.

G. Information Item: Campus Update Presentation by Lori Hoffman – Postponed as Hoffman was absent.

H. Director of University Affairs Report – Pratt was absent

I. Director of Legislative Affairs Report – Johnston said she was appointed to the campus Title IX Committee and their first meeting is 10 a.m. tomorrow. Slaughter asked if the Title IX appointment is to her position, or because she’s interested in it. Calandrella said there’s an EO from the Chancellor’s Office that requires each campus to have a committee but doesn’t prescribe the makeup of the committee. He said it would be easier to attach to the position, not to a person. • Johnston said there have been some issues with the Great Debate and hopes to keep moving forward with the idea. Johnston said she hopes to create something for voter registration that can continue to be used on a yearly basis and consistent. • Johnston said CSSA will not be meeting in December.

J. University Vice Presidents’ Reports – Calandrella passed.
K. Executive Director’s Report – Buckley said Assembly Bill 1522 recently passed and explained that as of July 1, 2015 it will require auxiliaries to allow students and part-time staff to accrue sick leave. Jennings said students and part-time staff that work for the AS would be accruing a sick leave benefit, up to three days per year. Buckley said there will be a cost to this because if someone calls in sick, management may have to bring someone in to cover when they’re out. Buckley said they will find out more at the AOA Conference in February. Discussion was held (Calandrella left the meeting at 4:55 p.m.).

L. President’s Report – Herren said next Wednesday at 10 a.m. she, Courtney Silver and Kevin Killion will be presenting to the University Foundation Board regarding the fossil fuel divestment proposal. • Herren said a statue meeting will be held Thursday. • Herren said the Student Trustee search starts soon and they need to be intentional about reaching out to students to apply. Johnston said there’s already some information online at CSSA.

IX. ANNOUNCEMENTS – None

X. PUBLIC OPINION – None

XI. OPINION – None

XII. ADJOURNMENT – The meeting was adjourned at 4:55 p.m. by the Chair, Herren.