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

Tuesday, December 9, 2014  4 p.m.  BMU 205

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

Members Absent: None

Others Present: Karen Bang (recording), David Buckley, Jon Slaughter, Rick Scott, Sally Parenti, Thang Ho, Susan Jennings, George Rankin, Nan Timmons

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

II. AGENDA – Motion to approve the agenda (Johnston/Lung) 8/0/0 MSC.

III. MINUTES – Minutes of the 12/2/14 regular meeting. Motion to approve the minutes of the 12/2/14 regular meeting, as presented (Johnston/Zawoysky) 8/0/0 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 reviewed items with the Board.
   1. GAC Actions of 12/4/14
      a. Approved the 12/4/14 meeting agenda.
      b. Approved the minutes of 11/20/14.
      c. Approved 2015 Election Process including revisions to the Election Policies.
   2. GAC Actions of 12/4/14 Special Meeting
      a. Approved the 12/4/14 meeting agenda.
      b. Approved revisions to Associated Students Corporate Code Book – Student Academic Senate Code, as presented.

B. Bell Memorial Union Committee – Smith said SFAC proposals are due this Friday and SFAC hopes to meet next week.
   1. BMUC Actions of 12/3/14
      a. Approved the 12/3/14 meeting agenda.
      b. Approved the minutes of 11/12/14.
      c. Consent Agenda:
         1. Sustainability Fund Allocation Committee
            a. Approved the minutes of 4/11/14 meeting.

C. Associated Students Businesses Committee – Lung said the Wildcat Store Ad Hoc Committee will be meeting with Sarah Foisy tomorrow at 11 a.m. (Hoffman joined the meeting at 4:05 p.m.).
   1. ASBC Actions of 12/3/14
      a. Approved the minutes of 11/19/14.
      b. Approved revisions to Associated Students Corporate Code Book – Associated Students Businesses Committee Code.

VIII. BUSINESS

A. Action Item: Approval of Revised Resolution for Establishing Time and Location for Associated Students Board of Directors Meetings – Spring Semester of 2014-15 Academic Year. Motion to approve Revised Resolution for Establishing Time and Location for Associated Students Board of Directors Meetings – Spring Semester of 2014-15 Academic Year, as presented (Johnston/Pratt) 9/0/0 MSC.
B. Action Item: Approval of revisions to Associated Students Corporate Code Book – Associated Students Bylaws. Motion to approve revisions to Associated Students Corporate Code Book – Associated Students Bylaws, as presented (Johnston/Zaworsky). Timmons reviewed with the Board. 9/0/0 MSC.

C. Action Item: Approval of revisions to Associated Students Corporate Code Book – Student Academic Senate Code. Motion to approve revisions to Associated Students Corporate Code Book – Student Academic Senate Code, as presented (Pratt/Johnston). Timmons reviewed with the Board. 9/0/0 MSC.

D. Action Item: Approval of revisions to Associated Students Corporate Code Book – Election Policy. Motion to approve revisions to Associated Students Corporate Code Book – Election Policy, as presented (Johnston/Pratt). Timmons provided an overview. Discussion was held regarding eventually adding language regarding the run-off process. 9/0/0 MSC.

E. Action Item: Approval of 2015 Election Procedures. Motion to approve 2015 Election Procedures, as presented (Lung/Smith). Timmons reviewed with the Board. 9/0/0 MSC.

F. Information Item: Giving notice to Research Foundation to terminate agreement – Buckley said it may not be necessary for this Board to take action on this as Research Foundation (RF) is meeting tomorrow, and it’s on their agenda to ask for approval to move forward with doing their own finances, and to give us notice that they'll be terminating the contract as of July 1, 2015. If they don’t vote tomorrow, then we’d have to give them notice, and can do so at Monday’s Special Board meeting. Buckley said the AS needs to give notice by February 2015. He said the motion from RF is that they’d give us notice immediately. He doesn’t know if they’ll vote on this tomorrow, and they don’t meet again until March 2015. He said he’d know more after tomorrow’s RF Board meeting. Buckley said the software purchase will be an Action item at Monday’s Special AS Board meeting.

G. Information Item: Purchase of Financial/HR/Payroll software – Buckley provided an update regarding the Financial and HR Software system. He said they’ve looked at ADP and NetSuite. He first reviewed ADP, noting they offer HR, Payroll, Check Processing, Time and Attendance. They offer no Financial, but NetSuite Financial could interface. He reviewed and explained the annual cost for this system and said they’re still clarifying some items. Buckley next reviewed NetSuite, explaining they do Financial, HR, Payroll, Time and Attendance and Check Processing (thru Ceridian). He reviewed and explained the annual cost, both with and without checks. He said they’re still clarifying payroll information and that it would be less $26,000 if we do our own checks. Buckley reminded that both are cloud based systems so we wouldn’t own servers and Ho is working with the campus to confirm security. Buckley said their biggest concern was that they thought they’d be looking at products of over $200,000/year, and are pleased that these costs come in under $200,000. ADP and NetSuite contracts are three years. Buckley said NetSuite has the same language SunGard had in their agreement regarding warranty, so now believes this is becoming standard in the industry regarding this. Buckley said he spoke with our representative from Alliant Insurance and we do have cyber insurance that covers us for breach of security and business interruption, although he hopes that companies would stand by their products to some extent. Buckley said he would let the Board know on Monday regarding this issue of limited warranty. Jennings said this is a lease of the software, so allows the ability to step away from long term commitment. Hoffman said this is an excellent point, and not worth walking away if they won’t change warranty information. Ho said the grant discount would be ongoing and Jennings said once the determination was made that we’re a non-profit, we shouldn’t lose this discount unless they actually change their company policy. Discussion was held. Buckley said he’s obtaining referrals on both companies.

H. Information Item: CSSA SIRF Update – Herren said it looks like this item will be on the January Board of Trustees agenda. If anyone has additional input, please let her know. Johnston said the CSSA SIRF website has been updated and is back online. CSSA is completing a focus group regarding how CSSA should be and would like to get student input. Johnston said a northern campus teleconference will be held on Monday, December 15 from 12:30 to 2 p.m., and they would like as many students as possible to attend. Herren said CSSA is working on creating a Strategic Plan.

I. Information Item: Campus Update Presentation by Lori Hoffman – Hoffman provided a PowerPoint presentation, which she noted was the same as presented at Academic Senate. She reviewed energy efficiency projects, noting they’ve saved over 800 kW since 2009 through the lighting retrofit project. She next reviewed energy projects from 2011-14 as well as various refresh projects. Infrastructure and ADA
Projects were then reviewed and replacement of the Gus Manolis Bridge was discussed. Hoffman explained the Accessible Pathway Project and noted that the Meriam Library project is on hold due to lack of support. She said they are moving forward with the campus signage program and the AS was the first to use the signage plan and put signs up for the BMU. Hoffman said the Arts & Humanities building should be completed the spring of 2016, with classes starting there the fall of 2016. The stadium bleachers project will start in December of 2015, and will be ready for 2016 commencement. Hoffman said in regards to the Ayres East Pathway, that the walkway will be widened and a wrought iron fence installed. She also reviewed and explained the various projects scheduled for the future.

J. Information Item: 10/31/14 Activity Fee Fund Budget to Actual Experience – Zawoysky reviewed, noting the benchmark is 33.3%. He said total revenues were at 49.26% with total expenses at 28.22%.

K. Information Item: 10/31/14 Student Union and WREC Summary Income and Expense Statements – Smith reviewed the Student Union statement, noting that they generated 43.86% of projected income. He explained that ATM income now goes to the Student Union, not the Wildcat Store. • Smith reviewed the WREC information, noting that total revenue is at 49.29%, with total expenses at 28.41% of approved budget.

L. Information Item: 10/31/14 Chico State Wildcat Store Financials – Jennings reviewed and explained the report, noting that total operating costs were at $65,860 and we earned commission income of $52,000. She said net income was close to break even for the month of October.

M. Information Item: 10/31/14 Dining Services Financials – Lung said Dining Services continued their strong performance by retail with only coffee shops falling slightly short of budget. She said they’re especially pleased with Marketplace and Catering performance. Lung said cash operations came in about $35,000 better than budgeted for October and Residence Dining was right on target.

N. Director of University Affairs Report – Pratt said he has been looking at student appointments all across the University and has found that a lot of students aren’t reporting to their committees; however, this is due to chairs not emailing students regarding when their committees are supposed to meet. He said he would follow up on this. • Pratt said all officers except Anita Zamora have University committees and councils that they sit on, so he has requested spring semester schedules from them to assure there is coverage at all meetings. • Pratt said Faculty Academic Senate is working on revamping the Shared Governance Policy. FASP has agreed to move forward with this using Student Academic Senate’s forms/policies/procedures; modeling their system after ours. • Pratt said student evaluation of teaching is currently being worked on and they need more student feedback.

O. Director of Legislative Affairs Report – Johnston said she will be speaking at the President’s Reception on Thursday. • Delorenzo asked about the Title IX meeting and Johnston said it went well. She said a proposal was turned in on Friday with a lot of different comments; however, she doesn’t know what the status is. Johnston expressed concern about the transparency of the committee and said that there has been miscommunication and not a lot of communication between different entities on campus trying to work towards the same goals, and this needs to be done better. Calandrella said reluctance to share information may be due to the fact that the Chancellor’s Office just appointed someone for Title IX and she’s just getting set up for how she wants to see the system go. Training for faculty, staff and students is a priority. He explained that a lot needs to be done by July so further information should be provided soon. Delorenzo said it’s important to keep faculty involved. Herren said one of the challenges right now is we haven’t necessarily defined consent and questioned where that definition would be coming from. Calandrella said the Legislature has a definition for it, but how it gets articulated and enacted is left to everyone else and the Chancellor’s Office is trying to figure this out. Herren said her goal is a peer training by the start of Fall and peer training was discussed.

P. University Vice Presidents’ Reports – Hoffman passed. Calandrella said prepare for the storm.

Q. Executive Director’s Report – Buckley said Rick Scott’s retirement party is Thursday, December 18 at 3 p.m. in BMU 203. Rich Vanlaanmartin’s retirement party will be held on Monday, December 15 at 3 p.m. in BMU 203. • Buckley said in regards to the Rainbo Warehouse lease that expires on June 30, Sarah Rumiano informed him of a 4,000 square foot space that’s available where the University rents. He said he’s waiting to find out what they’d charge for this space. Buckley said he would like to buy a warehouse near campus but this hasn’t worked out yet. In addition, if they rent at this location, they would still have to find space
elsewhere for other areas using Rainbo. • Buckley said they’ve talked about the need for succession planning in the past and he’s going to put something together soon as he’ll eventually be retiring. He explained that at Sacramento State an Assistant Executive Director was hired in order to provide time to learn about the various programs and the Executive Director job before the Executive Director retired. He said he would provide various succession planning models for the Board to review. • Buckley said next year they may be funding a couple of graduate assistants to work in the Wildcat Leadership Institute area. He said he knows a couple of students that may be interested in this and it would enhance what the AS is trying to do with the program, as well as help with staffing needs. He said this wouldn’t necessarily be a yearly event. • Buckley said a number of students and staff will be attending the NASPA Training in Fort Worth, Texas regarding leadership programs. He said this will be a great opportunity to see what other universities are doing. • Buckley said he and Jennings will be looking at the financial services reduction and will be presenting a formal plan soon as six or seven positions will possibly be eliminated. He said they need to give fair notice to staff so they have an opportunity to look for other employment.

R. President’s Report – Herren said she met with Provost Susan Elrod for the first time today, and when she asked Herren what she could help with, she responded regarding Student Academic Senate, and the need to better institutionalize student involvement in Academic Affairs. Herren said Provost Elrod will be touring the Wildcat Leadership Center next Thursday at 8:45 a.m. • Herren said the University Foundation meets tomorrow and are considering the divestment proposal as an Action item. She said it was really important to her that at the very least this item was placed on the agenda. Herren said the most critical thing she’s heard from students is that Advisory Measures are not followed through, so it’s good to follow up with this. • Herren said last week the Chronicle of Higher Education had an article about campuses that have put forth worthy efforts to address the party school situation, and Chico was listed on this. She said this is a huge stride for the University and there has been a lot of intentional work in the last few years regarding this. • Herren congratulated Scott regarding his retirement, and said she appreciated his support of this Board as well as students.

IX. ANNOUNCEMENTS – None

X. PUBLIC OPINION – None

XI. OPINION – None

XII. ADJOURNMENT – The meeting was adjourned at 5:29 p.m. by the Chair, Herren.