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

Wednesday, September 9, 2015  8:30 a.m.  BMU 205

Members Present: Deanna Jarquin, Vu Nguyen, Matt Zaleski, Michael Pratt, Nick Howell, Teddy Delorenzo, Drew Calandrella, Lori Hoffman

Members Absent: Charlie Curtis (excused).

Others Present: David Buckley, Karen Bang (recording), Susan Jennings, Jamie Clyde, Sally Parenti, Thang Ho, Leah Railey, Curtis Sicheneder, Jon Slaughter, Shar Krater

I. CALL TO ORDER – The meeting was called to order at 8:32 a.m. by the Chair, Jarquin.

II. AGENDA – Motion to approve the agenda (Nguyen/Zaleski) 6/0/0 MSC.

III. MINUTES – Minutes of the 8/26/15 regular meeting. Motion to approve the minutes of the 8/26/15 regular meeting, as presented (Pratt/Nguyen), 6/0/0 MSC.

IV. ANNOUNCEMENTS – None

V. PUBLIC OPINION – None

VI. OPINION – None (Calandrella arrived at 8:33 a.m.)

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 – Nguyen said regarding the committee/council appointments yesterday, in order to be fair to all that applied for positions, they pulled from the agenda those noted below due to double appointments. He said Labor Day events were well attended other than the Wildcats Can event.
   1. GAC Actions of 9/1/15
      a. Approved the 9/1/15 meeting agenda.
      b. Approved the minutes of the 8/25/15 meeting.
   2. GAC Actions of 9/8/15
      a. Approved the 9/8/5 meeting agenda.
      b. Approved the minutes of the 9/1/15 meeting.
      c. Consent Agenda
      Confirmation of Government Affairs Committee appointment to Associated Students Businesses Committee: Brent Taylor Adams
      Confirmation of Government Affairs Committee appointment to Bell Memorial Union Committee: Anna Paladini
   3. GAC Actions of Special Meeting of 9/8/15

2015-16 Associated Students Committee/Council Appointments:
Confirmation of appointments to Legislative Affairs Committee (LAC)
   – Executive Vice President appointment: Maxie Holmberg Douglas - Pulled
   – Director of University Affairs appointment: Justin Peterson
   – Commissioner of Community Affairs appointment: Andrew Roberts - Pulled
   – Director of Legislative Affairs appointments: Parker Rhodes and Sarah Wood
   – Commissioner of Diversity Affairs appointment: Sami Elamad
   – Commissioner of Sustainability Affairs appointment: Shereen Basi - Pulled
   – AS President designee appointment: Sienna Dunakin

Confirmation of appointments to Sustainability Affairs Council (SAC)
   – Commissioner of Sustainability Affairs appointments: Marco Machuca, Paulina Figueroa, Peter Hernandez, Anthony Lewis, Lucy Skillman and Taylor Wetzel
   – Commissioner of Sustainability Affairs community liaison: Clara Buchholtz
   – Confirmation of appointments to Community Affairs Council (CAC)
   – Commissioner of Community Affairs appointments: Maxie Holmberg, Katie Finney, Shereen Basi and
Stephanie Ellis  
- Executive Vice President appointment: John-Michael Dyer  
- Commissioner of Diversity Affairs appointment: Daisy Rodriguez  

Confirmation of appointments to Sustainability Affairs Council (SAC)  
- Commissioner of Sustainability Affairs appointments: Marco Machuca, Paulina Figueroa, Peter Hernandez, Anthony Lewis, Lucy Skillman and Taylor Wetzel.  
- Commissioner of Sustainability Affairs community liaison: Ciara Buchholtz  

Confirmation of appointments to Community Affairs Council (CAC) – All appointments to CAC were pulled.  
- Commissioner of Community Affairs appointments: Maxie Holmberg, Katie Finney, Shereen Basi and Stephanie Ellis  
- Executive Vice President appointment: John-Michael Dyer  
- Commissioner of Diversity Affairs appointment: Daisy Rodriguez  

Confirmation of appointments to Diversity Affairs Council (DAC)  
- Commissioner of Diversity Affairs appointments: Reyes Arreola, Mitchell Foster, William Mendoza-Cuevas, Jennifer Rodrigues and Xyn Yang  
- Joint appointment by Commissioner of Diversity Affairs and Commissioner of Student Organizations and Programs: Eileen Rodriguez  

Confirmation of appointments to Event Funding Allocation Council  
- Executive Vice President appointments: Kyle Prager, Betty Hernandez and Mikaela Priest  
- Commissioner of Student Organizations and Programs appointments: Andrew Roberts, (pulled) Eileen Rodriguez and Nate Marsh  
- Commissioner of Diversity Affairs Appointment: Steven Tapia  

B. Bell Memorial Union Committee – No meetings held.  

C. Associated Students Businesses Committee – Zaleksi said the first meeting will be held September 14.  

VIII. BUSINESS

A. Action Item: Approval of revisions to Associated Students Personnel Policy No. 735 – Sick Leave. **Motion to approve revisions to Associated Students Personnel Policy No. 735 – Sick Leave (Pratt/Delorenzo),** Railey distributed a revised policy, proposing that the use of sick leave for the death of a person be removed. She said a separate bereavement policy would be prepared and presented for the Board’s approval (Hoffman arrived at 8:37 a.m.). Jennings questioned what would be done in case of a death until the new policy is prepared and Railey said they could follow the previous practice. Discussion was held. **8/0/0 MSC.**  

B. Action Item: Approval of Amanda Labradoro, jointly nominated by the AS Vice President of Business and Finance and the AS Vice President of Facilities and Services, to serve on both the Associated Students Businesses Committee and the Bell Memorial Union Committee. **Motion to approve appointment of Amanda Labradoro, jointly nominated by the AS Vice President of Business and Finance and the AS Vice President of Facilities and Services, to serve on both the Associated Students Businesses Committee and the Bell Memorial Union Committee, as presented (Nguyen/Zaleski),** Howell questioned why this person sits on both committees and Zaleski said this joint appointment is required per the AS Bylaws. **8/0/0 MSC.**  

C. Information Item: Strategic Plan – Buckley said in 2007-08 each of the three committees took the Strategic Plan that was approved by the Board and developed their own We Wills. In approximately 2011 the Board reaffirmed the Strategic Plan; however, the committees did not go through the whole We Wills process again. Buckley suggested the Board hold a Special Board meeting to discuss the Strategic Plan and see what has been accomplished since 2008. He said the Board should reaffirm the plan from 2007-08, or make changes as needed. Delorenzo questioned the time line and Buckley said in order to finalize this before budget season, the Board should finalize the Strategic Plan by the end of October and forward it to the committees to prepare their We Wills before the end of December.
D. **Information Item: Affordable Care Act** – Buckley said Railey found out from an attorney at an AOA HR Committee meeting that our current PAC plan, which includes the option to cash out as well as $160, would be considered a violation by the IRS. He said the AS would not be an affordable plan because of the ability for employees to cash out, and would be fined by the IRS. Buckley suggested eliminating the PAC Plan and the 7% would become a part of employees' salaries and the $160 would be used for those employees that are on the health plans. He noted that there will be a cost to the AS in doing this and the spread sheet provided explains these costs. He said this would also change the PAC plan that the Board approved in 2005 that was a revision to our Cafeteria Plan that created this. It explains how the money is set aside and how the money can be used by employees for health benefits, cash out, etc. He said the Plan would need to be officially changed. Buckley said it's important for the Board to approve that we are eliminating this Plan with the 7%, with those funds to now be included in employees' salaries. He said this needs to be finalized soon due to open enrollment in November. In addition, the Plan change will need to be rewritten and returned to the Board for approval before January 1, 2016. Calandrella and Hoffman expressed concern regarding comparability studies with the University and Buckley said the 7% has always been included when doing comparability studies. Buckley said employees will not be receiving pay increases, the money is just being allocated differently. He said with these changes it will be much easier to explain salaries to new employees. Jennings provided an overview of the spreadsheet, explaining that there will be an impact to the AS for benefits, as well as additional contribution costs towards PERS. In addition, Workers' Comp costs will go up. Jennings said the numbers provided are the worst case scenario, based on budgeted staff level for 2015-16. She explained that as employees defer dollars to pay for health premiums, dependent care or medical reimbursement costs, the cost for these will not be taxed to the employee so the AS also will not have to pay taxes on this. She said the estimated increase is $61,773. Hoffman expressed concern about the Student Union and WREC affording these additional expenses. She also questioned if anyone has talked with UH&FS regarding Dining as these increases would be funded directly from Housing. She said Activity Fee has been an issue for the last several years and Corporate Services is also an issue because that cost is spread out over all the other departments. Discussion was held and Jennings said up to 95% of our employees elect benefits, which would drop these costs down. She said we have to comply with the law and the $61,773 will be compounded in the future due to pay increases. Buckley said this issue came up quite a few years ago and it wasn't implemented at that time because there was concern about the cost even though it's confusing to employees. He said Hoffman has a valid point; however, the only option would be to cut employees' pay which he would not recommend as this would cause serious morale problems. He said he didn't think $5,000 will be a major impact to Activity Fee and if it becomes a problem down the road, the staff would have to address it. Buckley said this will be brought back as an action item at the next meeting and to let him know if there are additional questions between now and the next Board meeting.

E. **Director of University Affairs Report** – Pratt said the Student Academic Senate meets every other Monday at 7 p.m. He said the Faculty and Student Policies Committee of Academic Senate will be discussing the Student Academic Senate's Resolution on Shared Governance and crafting of an Executive Memorandum related to this item as the final document. He explained particular actions to be made within the Resolution.

F. **Director of Legislative Affairs Report** – Howell said he has been working on SIRF outreach to students and hasn't received many questions. He said the biggest issue so far is with Student Veteran Affairs and how the GI Bill doesn't cover SIRF fees. He said he is trying to reach out to these students to advise them of this. Howell said CSSA is this weekend; ad-hoc committees and creating committees to take on more roles for advocacy at the Capitol will be discussed. Howell said he will be meeting with representatives from Jim Nielsen's office tomorrow at 11 a.m. in BMU 220. He hopes to be in contact with Gallagher's office next week.

G. **University Vice Presidents' Reports** – Hoffman said due to community interest, one of the focuses this year will continue to be safety on campus. She said Student Affairs has done a wonderful job over the last decade addressing many of these issues. She noted that the Chico Police Department and the University Police Department (UPD) are working together to update the 2009 MOU and it looks like they're going to begin to put some additional focus and energy on off campus parties as well as fraternities and sororities. She said they're also gearing up for some of the bigger events like Halloween. She noted that Critical Response Units (CRU) from other campuses have historically joined Chico during large events and we pay for their officers to help police. She said our UPD is much more community oriented and the Chico PD is more about enforcement. Hoffman said they've been asked by Chico PD to increase the number of CRU members. She said it's important to let the word out to students that there will be more of a police presence in the community, not just the campus. Hoffman said she would like the AS to discuss this further in order to understand how this is going on and how it's about campus safety. • Hoffman said the Arts and Humanities
building is on time and on budget. She said the PAC Courtyard will be completed by late October and
advised of other updates to the building. • Calandrella commended those in this meeting as well as outside
of this meeting, for the most sane and safe Labor Day weekend this community has had. He noted that
unlike in the past, students are now participating in events put on by Housing, Student Life & Leadership
and the AS. He said the beginning of this semester has been far safer and more active than any he
remembers over the past 10 years. Calandrella said that when folks come up from other campuses for
Halloween, they’re often not as community oriented as we are. He noted for Halloween there will again be
zero tolerance, glass ban, etc.

H. Executive Director’s Report – Buckley said it took two years to get the Operating and Lease Agreement
signed; however, they were told by the Chancellor’s Office recently that they have a new boilerplate form
that we have to use. He explained the new form won’t change the terms of the bulk of the agreement;
hence, he’ll need to send it to Jeff Carter for his review. He said if Carter doesn’t have any issues with
the new document, he will provide a copy of the agreement to the Board soon, then it will need to be re-
signed. Buckley said he and Jarquin signed an extension through December 31, 2015 and the new
agreement needs to be signed by December 31, 2015. • Buckley advised that they’re in the process of
recruitment for a Dining Director. He said there was a candidate here last week with extremely strong
experience and they’re doing reference checks. He said an issue has come up regarding the salary for this
position, which he hadn’t realized was a challenge. He explained there are 15 grades for career employees
and the previous Dining Director’s salary was at the top of Grade 13. Buckley said the practice has been
that when an employee gets to the top of their grade, there’s nowhere else they can go as far as an
increase, except that they’re eligible for bonuses. He said it’s rare that this situation happens though
and they haven’t done a comparability study for a while. Buckley said if they bring a new Dining Director in
at the previous Dining Director’s wage, they can’t go forward with increases which may stop someone from
accepting the position if they don’t have room to grow. Buckley said grade adjustments haven’t been done
for approximately seven years. He explained that although they’re supposed to do a comp study every
three years, the last one was done in 2007. He said they haven’t been done every three years because no
one was getting salary increases; therefore, the Board deferred doing comp studies at that time. He said
this is partly the dilemma they’re having right now with this position. Buckley said there isn’t a policy
regarding grade adjustments and they could expand the position to the next grade, or there might be a
possibility for some growth. Hoffman asked if they could inform the candidate that we would be looking at
possibly approving expanding the grade, or possibly moving the position to a new grade. Buckley said
regarding a comp study, they could come back and say “x” number of positions need to be adjusted up. He
said if we do a comp study and employees know results but we say we can’t afford it, it’s an issue. He said
we need to take a look to see how far off we might be on salaries. He said we can look at studies that are
out there, as well as compare to the University and come back to the Board. Delorenzo asked about the
policy of moving an employee from one grade to another. Buckley said the AS has a Re-class Policy and
typically employees are moved to a higher grade when they take on additional responsibilities. Buckley said
unless the Board has a major objection, and in fairness to the potential employee, he would work on a
solution to this. Hoffman questioned if additional approval would be needed from the Board if they offer this
candidate more than the previous Dining Director was paid, and Buckley said he didn’t think so. Jarquin
said she had no objection as long as they continue to talk about this and possibly create a policy. • Buckley
said we were notified in June that Recology is no longer taking composting that includes items such as
compostable plates, spoons, napkins, paper towels, etc. as the location they take it to in Marysville says it’s
too contaminated with plastic. Recology will take food only, which they then take to the rendering plant on
Highway 99. Buckley said there is no vendor within approximately 60 miles of us that will take all of the
compostable products and that these compostable products are going to the landfill instead. He advised
that he has talked with Jesus Torres, Clyde and Parenti and they need to come up with a way to educate
the community and let them know what’s going on. Compostable food will be picked up only from Sutter
and/or the Marketplace. They are looking for a vendor for all compostable items. Hoffman said to
exacerbate the issue, last year’s former AS president came to the University and suggested that they
consider using the AS to compost all of the University’s paper towels, etc. She said they agreed to do a
pilot program, paying the AS to do this. Hoffman explained that back in the late 1990’s the AS bid on the
overall recycling service for the University, with no funds coming back to the AS. She explained that at the
time it was thought there was money to be made on recycling, which didn’t happen. When the University
added more buildings, the division of Business and Finance allocated $20,000 in work study funds for the
AS. She said they now have to pull back and whatever happens, the AS also needs to let the University
know what is happening. Buckley said it’s sad that we’ve gone through this effort to try and be at zero
waste but there’s no one in this area to take any of these products. He said that although it would be costly,
the AS may need to look in to buying a digester, and do composting on our own. Hoffman suggested the
AS possibly purchase a digester, partner with the farm, and use the Sustainability fund to fund it, as
opposed to funding smaller projects. Buckley said he has thought about contacting the farm regarding this and it would be ideal; discussion was held. Jarquin asked that they add “Food Only” signage to compost locations and Buckley said they could also ask Sustainability ambassadors to work with the students during lunch time at Sutter and Marketplace. • Buckley reported in 2011 that the Board passed a policy that was discussed seven times regarding consolidating all the employee discounts happening within the AS. For Dining, the policy was that all employees could receive a full meal at $2.50 as long as they worked at least 3.75 hours. He advised that it has come to his attention that one area in Dining has not been following the policy and they’re addressing this with that department. • Buckley said regarding the Orion article about the salamander in the food at Sutter, that some of the information in the article was misquoted, especially in the editorial piece saying things that he doesn’t believe employees said. He said Clyde is following up on this, and the Orion is being extremely critical of the Sutter Dining program. Buckley said the AS takes this seriously and they are following up with the distributor, Trinity Fresh. He noted that all products are supposed to be run through infrared screens and that other campuses are also having problems with Trinity Fresh. He said it’s possible a new RFP will be going out to replace this company. Buckley noted they are also looking at operating procedures in regards to handling these types of incidents.

I. President’s Report – Jarquin said the Government Affairs Office, in conjunction with a lot of other offices on campus, raised 2,100 cans for the canned food drive. • Jarquin said she is talking about what’s happening next year with Labor Day, and will also have a Wildcat Welcome Week debrief regarding all events. • Jarquin said she has been going to a lot of welcome receptions over the past week and continues to do so. She said they will start planning for alternative events for Halloween. • Jarquin encouraged all at the table to think about where they’ve been sitting at the table and perhaps in the future, seating can be mixed more between the students and professionals. Jarquin said she continues to work with Buckley regarding the salamander incident and the recycling issue.

IX. ANNOUNCEMENTS – None

X. PUBLIC OPINION – None

XI. OPINION – Buckley congratulated the students, noting he was pleased with their representation at recent events.

XII. ADJOURNMENT – The meeting was adjourned at 9:42 a.m. by the Chair, Jarquin.