

**Associated Students Council
Humboldt State University
Meeting on Monday, February 8th, 2010
University Center, South Lounge
2:00 p.m.
Agenda #13**

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda #13 – Action Item
- IV. Chair's Report
- V. Approval of Minutes
 - A. Approval of Minutes #12 dated January 25th, 2010 – Action Item
- VI. Public Comments (As per the Gloria Romero Open Meeting Act of 2000 authorized by Section 89306.)

Every A. S. Council agenda for regular meetings shall provide an opportunity for members of the public to directly address the A. S. Council on any item affecting higher education at the campus or statewide level, provided that no action shall be taken on any item not appearing on the agenda. However, Council may briefly respond to statements made or questions posed by a person exercising his or her public testimony rights, may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. A. S. Council may also provide a reference to resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or request that a matter of business be placed on a future agenda.

Persons recognized by the Chair should first identify themselves by name. Time limits will be established by the Chair depending on the number of people wishing to speak and the length of the Agenda. The maximum amount of time per speaker shall not exceed 10 minutes. Public comments regarding items on the agenda will be taken prior to each agenda item.
- VII. Special Presentations
 - A. California State Student Association Presentation – Steven Dixon, President of CSSA and Miles Nevin, Executive Director of CSSA
 - B. Graduation Rate Initiative – Dr. Ken Ayoob, Dean of the College of Arts Humanities and Social Sciences and Randi Darnall Burke, Dean of Students
- VIII. Appointments to Committees and Council
 - A. A. S. President
 - B. A. S. Administrative Vice President
 - C. A. S. Legislative Vice President

- D. A. S. Student Affairs Vice President
- IX. Old Business
- X. Official Reports (10 minutes limit each speaker, additional time at discretion of Chair)
 - A. Committee Reports from Students-at-Large (This is a time for students appointed to committees/boards to give a report to Council.)
 - B. College Representative Reports
 - C. Graduate Student Representative (Vacant)
 - D. Residence Hall Association (RHA) Representative Report (Krystina Thurin)
 - E. General Manager (Joan Tyson)
 - F. Associate Director of Student Life (Gail Wootan)
 - G. Elections Commissioner (Rina Ferrario)
 - H. AS Presents (Amanda Hubacek)
 - I. CSSA (NightSnow Vogt)
 - J. CSSA (Aaron Wilyer)
 - K. Legislative Vice President (Beth Weissbart)
 - L. Student Affairs Vice President (Joyce Tam)
 - M. Administrative Affairs Vice President (Alex Gradine)

Board of Finance Report – Monday, February 1st, 2010

- A. Request from the Associated Students Government from Unallocated in an amount not to exceed \$1,500.69 for the purchase of a Dell Desktop Computer – Action Item
This purchase would replace the Mac desktop in the AS Council office that has become outdated. The Dell would provide the same functionality as the other PC's in the AS Council Office.
- B. Associated Students Annual Fiscal Audit Proposal—Action Item
Each auxiliary organization is required to have an annual fiscal audit performed by a certified public accountant selected by the governing board. It is the responsibility of the Board of Finance to make a recommendation to the Associated Students Council as to which audit firm is selected.
- N. President (Brandon Chapin)
- XI. General Council Discussion (At this time Council members and Executives may follow-up with questions regarding reports.)
- XII. New Business
- XIII. General Council Work Session
 - A. March for Higher Education – Discussion Item (Aaron Wilyer)
The March for Higher Education will be Monday, March 22nd at the State Capitol. Wilyer will be arranging for a group of HSU Students to attend.

- B. Meet the Decision Makers - Pizza with the President Monday, February 15th 12:00 – 1:00 p.m. – Discussion Item (Brandon Chapin)
Associated Students will be hosting Pizza with the President in the University Center, South Lounge.

XIV. Announcements

XV. Adjournment

DRAFT

Associated Students Council
Humboldt State University
Monday, January 25th, 2010
University Center, South Lounge
Minutes #12

Call to Order

Beth Weissbart, Legislative Vice President, called the meeting to order at 2:00 p.m. in the University Center, South Lounge.

Roll Call

Members Present: Stefanie Chen-Welch, Kristy Eden, Kari Armstrong, Ana Parra, Stephanie Partlow, Cortland Johnson, Norman Romero, Rachel Brownell, Quinn McWatters, Krystina Thurin

Members Absent: Nathan Rudberg (excused)

Officers Present: Brandon Chapin, Alex Gradine, Beth Weissbart, Joyce Tam, Aaron Wilyer, NightSnow Vogt, Amanda Hubacek

Advisors Present: Gail Wootan

Advisors Absent: Joan Tyson (excused)

Approval of Agenda

MOTION: PARTLOW/THURIN move to approve Agenda #12 APPROVED

Chair's Report

Weissbart welcomed the Council to the new semester. Weissbart also apologized for being unable to attend the Spring Retreat on Saturday, January 30th.

Approval of Minutes

A. Approval of Minutes #11 dated December 14th, 2009 – Action Item

MOTION: PARRA/THURIN move to approve Minutes #11 dated December 14th, 2009 APPROVED

Public Comments (As per the Gloria Romero Open Meeting Act of 2000 authorized by Section 89306.)

Dan Collen, HSU's Director of Athletics, invited the Council to attend Associated Students Night at the Men's Basketball Game on Thursday, February 4th. The Associated Students Council will be

recognized at halftime and each member will be introduced.

Program Presentations

Children’s Center – Trudi Walker

Trudi Walker, Director of the Children’s Center, was present on behalf of the program. The Children’s Center is located on the south side of campus and serves up to 140 children. In the past year the Children’s Center has partnered with off-campus childcare providers to provide family child care to students who are unable to enroll their child at the Children’s Center. Family Child Care allows students to receive child care services from a local provider who can provide more flexible service, including evening hours. The Children’s Center services are first provided to low income students and additional grants are used to subsidize services. Children at the center are served both breakfast and lunch as part of the program. The Children’s Center employs 56 students per semester and 65% of those students are child development or multiple subject credential students. Students can also use the Children’s Center to complete observation hours required for different classes. The Children’s Center also sponsors social events for parents throughout the year and also sponsors parent education and discussion groups. Leadership opportunities are provided to student parents on the Parent Advisory Board.

Learning Center Tutorial Program – Carmen Colunga

Carmen Colunga, Coordinator for the Learning Center, was present on behalf of the program. Colunga explained that the Learning Center has recently moved to the basement of the HSU Library. The Learning Center’s Tutorial Services offers free group tutoring to groups of four or more students. Groups receive 1.5 hours of tutoring each week. If a group has not already formed for a specific class, the Learning Center will assist in finding a tutor and forming a group. The Learning Center also provides Supplemental Instruction for students enrolled in Biology 104 and Zoology 110. If group tutoring isn’t available, one-on-one tutoring may be utilized. The cost for one-one tutoring is \$10.00 an hour.

Appointments to Committees and Council

A. S. President (Brandon Chapin)

MOTION: ARMSTRONG/CHEN-WELCH move to appoint Rina Ferrario to the Associated Students Council as the Elections Commissioner APPROVED

A. S. Administrative Vice President (Alex Gradine)

No Appointments.

A.S. Legislative Vice President (Beth Weissbart)

No Appointments

A.S. Student Affairs Vice President (Joyce Tam)

No Appointments.

Old Business

- A. Resolution No. 2009-10-9: An Act to Amend the Associated Students Administrative Code and Elections Code – Action Item
Amending the code would change the position and duties of the Public Relations Coordinator as well as outline the process for appointing an AS Elections Commissioner.

MOTION: EDEN/ARMSTRONG move to approve Resolution No. 2009-10-9: An Act to Amend the Associated Students Administrative Code and Elections Code

APPROVED
(7) AYE
(4) NAY

Chapin, the author, introduced the resolution. Chapin explained that the act would delete the Public Relations Coordinator position from Associated Students and would also define how the Elections Commissioner would be appointed. Weissbart asked if the Elections Commissioner would be taking on additional duties that previously belonged to the Public Relations Coordinator. Chapin stated that the responsibility of publicity would be shared by Council members and assistance would be provided by the Council Assistant. Gradine cautioned the Council on passing the resolution and noted that it is easier to delete a stipend position than to add one later. Thurin also noted her reluctance to delete the position as well. Tam noted that she was not in favor of deleting the position. It was noted that a student could still be hired to do publicity for the Associated Students.

MOTION: RODRIGUEZ/EDEN move to table the Resolution to Monday, February 8th

FAILS
(3) AYE
(8) NAY

Rodriguez stated that he had not had enough time to review the resolution and suggested that it be tabled until the February 8th meeting.

Official Reports (10 minutes limit each speaker, additional time at discretion of Chair)

Committee Reports from Students-at-Large

No report.

Chen-Welch – College of Arts Humanities and Social Sciences

Chen-Welch reported that she will be meeting with the Eric Rofes Queer Resource Center and the Campus Recycling Program (CRP) next week. Chen-Welch also noted that CRP has hired a new Education Director.

Eden – College of Arts Humanities and Social Sciences

Eden reported that the WASC visiting team will be on campus next week. Representatives from WASC will be on campus February 2nd – 5th. The Educational Effectiveness Review Committee is inviting AS to meet the WASC representative at a reception on Tuesday, February 2nd at 4:30 p.m. in the Karshner Lounge. Student will have the opportunity to discuss campus progress on outcomes set by WASC with representatives on Thursday, February 4th at 4:00 p.m. in the University Center Banquet Room.

Armstrong – College of Arts Humanities and Social Sciences

Armstrong reported that she is meeting with the Co-Directors of the Humboldt Film Festival this week.

Romero – College of Professional Studies

No report.

Rodriguez – College of Professional Studies

Rodriguez reported that there will be an Academic Senate meeting on Tuesday. The Student Recreation Center Board of Director's is currently in the process of scheduling their next meeting.

Johnson – College of Professional Studies

No report.

Parra – College of Natural Resources and Sciences

No report.

Rudberg – College of Natural Resources and Sciences

Absent.

Partlow – College of Natural Resources and Sciences

Partlow reported that she will be attending the Board of Finance meeting scheduled for Monday, February 1st.

Brownell – At Large

Brownell reported that she participated in the safety walk around campus with UPD. Brownell noted that some of the blue lights on the safety call boxes will be replaced as a result of the walk.

McWatters – All University

No report.

Residence Hall Association (RHA) Representative Report (Krystina Thurin)

Thurin reported that RHA will be having their first meeting of the semester tonight. Thurin also reported that the IRA meetings are currently being scheduled for the rest of the semester.

Associate Director of Student Life (Gail Wootan)

Wootan reported that she is preparing for the Spring AS Elections. The Elections will still be held on WebReg. Students will be directed to the elections through the AS website.

General Manager (Joan Tyson)

Absent.

Elections Commissioner (Rina Ferrario)

No report.

AS Presents (Amanda Hubacek)

No report.

California State Student Association (NightSnow Vogt)

Vogt reported that he and Wilyer attended the CSSA meeting in Bakersfield January 22nd – 24th. Vogt is looking for an HSU student who would be interested in applying to be Student Trustee. CSSA recently passed a resolution in support of the Governor's proposed 2010-11 budget. CSSA continues to discuss textbook affordability

California State Student Association (Aaron Wilyer)

Wilyer reported that he has contacted the members of the HSU Lobby Corps and is planning to schedule their first meeting soon. Wilyer sent out a survey to Council on behalf of CSSA and is requesting their participation in it. The March for Higher Education is scheduled for Monday, March 22nd. Wilyer noted that he was elected to CSSA's Initial Review Board (IRB) at the CSSA meeting in Bakersfield. The IRB is charged with organizing the search for a student trustee. CSSA's University Affairs Committee is currently discussing improvements to Academic Advising within the CSU.

Legislative Vice President (Beth Weissbart)

Weissbart reported that the Committee for Institutional Change (CIC) has not yet met this semester. Proposals from the CIC will be released in February. Weissbart also noted that she plans to attend the WASC sessions for students next week.

Student Affairs Vice President (Joyce Tam)

Tam thanked the Council for their involvement in the A.S. Study Lounge in December. Tam also reported that the first deadline for club grants is January 29th.

Administrative Vice President (Alex Gradine)

Gradine reported that the deadline for clubs to apply for grants from the ACB/MCC Allocation board is approaching. There will be three grant cycles throughout the semester. Clubs can receive up to \$1,000.00 for their event. If the event has a diversity or social justice component funding is available up to \$2,500.00. Gradine requested that Council members discuss with students what programs are important to them so that they are better prepared for the budget process.

President (Brandon Chapin)

Chapin reported that he participated in a task force that is expediting the program elimination process. The task force met every day during January before the semester began. HSU is discussing dissolving the paper fee and replacing it with a per-page printing fee. The fee will be four cents the first semester and will be slowly reduced. Dr. Ken Ayoob, Dean of Arts, Humanities and Social Sciences and Randi Darnall Burke, Dean of Students will be attending the next AS meeting to receive input on the graduation rate improvement plan. The Student Fee Advisory Committee (SFAC) will be meeting tomorrow to discuss two fees: a \$42.00 per semester fee for counseling services and a 2% increase per year to the IRA fee. Chapin also reported that Governor Schwarzenegger has introduced a constitutional amendment that would ensure that higher education receives a guaranteed minimum of 10% of the General Fund.

General Council Discussion

Partlow asked Chapin how students would pay for printing if the paper fee is discontinued. Chapin explained that students would use their C-Card to pay for print jobs. McWatters asked Wilyer if the surveys he e-mailed out should be forwarded to other students. Wilyer responded that the survey should be forwarded to other students. Eden reported that three programs will be reviewed by the WASC visiting team during their visit in early February: English, Math and Nursing. Partlow asked Chapin

when pay-per-page printing would be implemented. Chapin replied that pay-per-page printing would begin in Fall, 2010.

General Council Work Session

- A. Spring 2010 Retreat Reminder – Discussion Item (Brandon Chapin, Joan Tyson & Gail Wootan)

The Spring Retreat will be held Saturday, January 30th, 2010 at the Humboldt Bay Aquatics Center in Eureka.

Volunteer drivers were identified for the retreat. The retreat begins at 9:00 a.m. at the Humboldt Bay Aquatics Center (HBAC). Maps to the HBAC are available in the AS office. Council was reminded to bring their manuals and something to write with to the retreat. Lunch will be provided on Saturday. The AS Council will also be going bowling on Friday night. Carpools to the bowling alley will be leaving at 6:45 p.m. from Library Circle.

- B. California State Student Association (CSSA) visit to HSU: February 8th – 9th – Discussion Item (Brandon Chapin)

Chapin announced that the Executive Director of CSSA, Miles Nevin, and CSSA President, Steven Dixon will be visiting HSU to promote the CSU Student Trustee search. Nevin and Dixon will also be participating in a Meet the Decision Makers Town Hall event on Tuesday February 9th from 12:00 – 1:00 p.m. in the University Center, South Lounge.

- C. Clubs Fair Tabling: Wednesday February 3rd, 2010 – (Joyce Tam)

The sign-up sheet for the clubs fair was passed around. One hour shifts for tabling are available. The Clubs Fair will be from 10:00 a.m. – 2:00 p.m. The sign-up sheet will also be available in the AS Office.

Announcements

Gradine announced that auditions for studio theater productions will be February 1st and 2nd at 6:00 p.m. in the Studio Theater. Weissbart announced that office hours will start this week. Chen-Welch announced that she is organizing an intramural basketball team and is looking for players. Chapin announced that Associated Students is organizing an intramural softball team and is also looking for players.

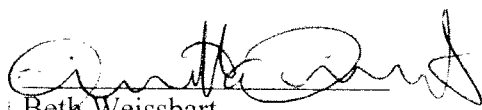
Adjournment

Weissbart adjourned the meeting without objection at 3:46 p.m.

Recorded by:

Rob Christensen
AS Council Assistant

Approved by:


Beth Weissbart
Legislative Vice President

Associated Students Board of Finance
Humboldt State University
Monday, February 1st, 2010
University Center, South Lounge Conference Room
Minutes #7

DRAFT

Call to Order

Alex Gradine called the Board of Finance meeting to order at 2:00 p.m., Monday, February 1, 2010 in the University Center, South Lounge Conference Room.

Roll Call

Members Present: Alex Gradine, Brandon Chapin, Stephanie Partlow, Stefanie Chen-Welch,
Nida Ahmed

Advisor Present: Joan Tyson

Approval of the Agenda

MOTION: CHAPIN/PARTLOW move to approve Agenda #7 APPROVED

Chair's Report

Gradine reported that he will be meeting with Tyson to discuss a proposed budget language change for the ACB/MCC Allocation Board.

Approval of the Minutes

MOTION: CHEN-WELCH/PARTLOW move to approve the Board of Finance
Minutes #6 dated December 7th, 2009 APPROVED

Old Business

A. Request from the Associated Students Government from Unallocated in an amount not to exceed \$1,500.69 for the purchase of a Dell Desktop Computer – Action Item
This purchase would replace the Mac desktop in the AS Council office that has become outdated. The Dell would provide the same functionality as the other PC's in the AS Council Office.

MOTION: AHMED/PARTLOW move to approve the request from the Associated
Students Government from Unallocated in an amount not to exceed
\$1,500.69 for the purchase of a Dell Desktop Computer APPROVED

Chapin explained that the AS Council Office has an older Macintosh computer that is not fully functional. Chapin stated that this computer would replace the former and would be using a windows platform that is similar to other PC's in the AS Office. Chapin clarified that this would also need to be approved by Council.

- B. Associated Students Annual Fiscal Audit Proposal—Action Item
Each auxiliary organization is required to have an annual fiscal audit performed by a certified public accountant selected by the governing board. It is the responsibility of the Board of Finance to make a recommendation to the Associated Students Council as to which audit firm is selected.

MOTION: CHAPIN/CHEN-WELCH move to approve the request from Hunter, Hunter and Hunt to extend the existing agreement for one year at an amount not to exceed \$6,000.00 with the expectation that a three-year audit search be done for the 2010-11, 2011-12 and 2012-13 fiscal year.

APPROVED
AS AMENDED

Tyson explained that the University would like to eventually have all campus auxiliaries to have the same auditor. The University is requesting that the Associated Students extend their agreement with the auditor for one more year. Tyson noted that it would be difficult to conduct a solicitation for bids at this point in the year; CPA firms are currently in the middle of the annual tax season.

MOTION: CHAPIN/CHEN-WELCH move to amend the original motion to include that the call for proposals following the one year extension be conducted by the Associated Students.

APPROVED

Chapin felt strongly that the Associated Students Council should continue to control the hiring of their own independent auditor.

Announcements

Tyson stated that the AS budget proposals are due to on Wednesday, February 10th.

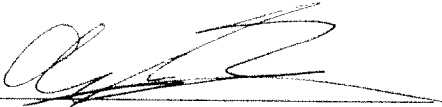
Adjournment

Gradine adjourned the meeting at 2:15 p.m. without objection.

Recorded by:

Rob Christensen
A.S. Council Assistant

Approved by:


Alex Gradine
Administrative Vice President
Chair, Board of Finance


ASSOCIATED STUDENTS OF HUMBOLDT STATE UNIVERSITY

(707) 826-3771

MEMORANDUM

January 25, 2010

TO: Board of Finance

FROM: Joan Tyson, General Manager 

RE: Associated Students Annual Fiscal Audit Proposal

Each auxiliary organization is required to have an annual fiscal audit performed by a certified public accountant selected by the governing board. When completed, the audit is furnished to the CSU Chancellor's Office, the HSU President, and the AS governing board. Reference: Education Code, Section 89000 and Title 5, Section 42408.

The auditor is to be selected by the auxiliary's governing board after consideration of the audit proposals received. It is the responsibility of the Board of Finance to make a recommendation to the Associated Students Council as to which audit firm is selected. The proposals are generally for a three-year contract period. However, Humboldt State University is intending to investigate the feasibility of having all auxiliary organizations (Associated Students, University Center, Sponsored Programs and the Advancement Foundations) audits all being performed by one single audit firm. As a result, HSU has asked us to seek a one year extension with our current auditor, Hunter, Hunter & Hunt.

A request to extend our existing agreement for the year ended June 30, 2010 has been received by Hunter, Hunter & Hunt and is attached.

The maximum amount charged for the audit by Hunter, Hunter & Hunt for fiscal year ending June 30, 2010 is \$6,000—up from \$5,000 for year ending June 30, 2009. This is a significant increase in cost, so I asked them for an explanation. Following is their response:

"We greatly appreciate the relationship we have had with the AS over the years and we want to see it continue but we have had to revise our fee schedule since the last time we sent bids three years ago. New auditing standards have been adopted that require us to perform more procedures than in the past and the procedures require a higher level of training. As a result, we have had to write off some of our costs during the past couple of years. The fees we are proposing for this year reflect our true costs in providing audit services for the AS. In addition, consideration has been given to the fact that this is a one year engagement compared to a three year engagement.

We believe that we provide high quality audit services and we are able to complete the audit within the time constraints without requiring too much of your staff time. We anticipate that the AS Council will recognize the value in that."

Please let me know if you have any questions or comments. This will be an action item at our Board of Finance meeting on February 1, 2010.