

Associated Students Board of Directors
Humboldt State University
Meeting on Monday, October 16, 2017
Nelson Hall East, Room 106
3:00 p.m.
Agenda #8

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda #8 dated October 16, 2017– **Action Item**
- IV. Chair's Report
- V. Approval of Minutes
- VI. Public Comments (As per the Gloria Romero Open Meeting Act of 2000 authorized by Section 89306.)

Every A. S. Board of Directors agenda for regular meetings shall provide an opportunity for members of the public to directly address the A.S. Board of Directors 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, the Board of Directors may briefly respond to statements made or questions posed by a person exercising their public testimony rights, may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. The A.S. Board of Directors 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. Presentations
 - 1) Campus Center of Appropriate Technology – Student Representative
Each A.S. funded program presents on their purpose and function within H.S.U. The presentations are means for the Board to know more about each A.S. program.
 - 2) Womyn’s Resource Center – Student Representative
Each A.S. funded program presents on their purpose and function within H.S.U. The presentations are means for the Board to know more about each A.S. program.
 - 3) Free Speech Policy - Kim Comet, Director of Risk Management & Safety
Comet will present on plans and updates regarding the campus free speech policy.
 - 4) H.S.U. Athletics - Duncan Robins, Interim Athletics Director
Robins will update the Board regarding H.S.U. Athletics.

VIII. Appointments to the Board of Directors and Committees

- 1) A. S. President
- 2) A. S. Administrative Vice President
- 3) A. S. Legislative Vice President
- 4) A. S. Student Affairs Vice President

IX. Old Business

X. New Business

- 1) Resolution 2017-18-2: An Act to Update the Associated Students Fiscal Code – **Action Item**
The Board of Finance has recommended to the A.S. Board of Directors to update the A.S. Fiscal Code.
- 2) Resolution 2017-18-3: An Act to Update the Waste Reduction Resource Awareness Program’s (WRRAP) Mission Statement – **Action Item**
The resolution is to update WRRAP’s mission statement. The author requests to waive the first reading.

XI. Official Reports (10 minute limit each speaker, additional time at discretion of Chair)

- 1) Committee Reports from Students-at-Large (This is a time for committees and Board Members to provide a report to the Board of Directors.)
- 2) President (Joey Mularky)
- 3) Administrative Affairs Vice President (Kassandra Rice)

Board of Finance Report – October 9, 2017

- a. Request for \$6,750 from the Humboldt International Film Festival – **Action Item**
The Humboldt International Film Festival is requesting \$6,750 to fund multiple expenditures for the 2018 Festival.
- b. Resolution 2017-18-2: An Act to Update the Associated Students Fiscal Code – Discussion Item
The Board of Finance has recommended to the A.S. Board of Directors to update the A.S. Fiscal Code. This resolution was placed in New Business as an action item.
- c. A.S. Budget and Expenditures Report – Discussion Item
The Committee will be updated on the budget and expenditures of A.S. accounts.
- 4) Student Affairs Vice President (Dana Carrillo)
- 5) Legislative Vice President (Paola Valdovinos)
- 6) A.S. Presents Representative (Jonathan Pena Centes)
- 7) Social Justice and Equity Officer (Tzveta Stoimenova)
- 8) Environmental Sustainability Officer (Desteny Gutierrez)
- 9) Representative Reports

10) Advisors' Reports

- XII. General Discussion (At this time the Board of Directors membership may follow-up with questions regarding reports.)
- XIII. General Work Session
- XIV. Announcements
- XV. Adjournment

Persons who wish to request disability related accommodations should contact Patric Esh, A.S. Board Coordinator, at (707) 826-4221, or e-mail at patric.esh@humboldt.edu as soon as possible.
Some accommodations may take considerable time to arrange.

**RESOLUTION No.: 2017-18-2****AUTHORED BY: A.S. Board of Finance****REFERRED TO: A.S. BOARD OF DIRECTORS**
ACTION SCHEDULED: October 16, 2017**SUBJECT: An Act to Update the Associated Students Fiscal Code.**

1. **WHEREAS**, the Associated Students (A.S.) Board of Directors of Humboldt State University (H.S.U.) is the single recognized voice for all H.S.U. students; and,
2. **WHEREAS**, the Mission of the Associated Students of Humboldt State University serves to "assist in the protection of rights and interests of the individual student and the student body," and to "stimulate the educational, social, physical, and cultural well-being of the University community"; and,
3. **WHEREAS**, the 2016-17 A.S. Council updated the 2017-18 A.S. budget language, but failed to update the same policies in A.S. Fiscal Code. This resolution, if approved, will rectify the inconsistent policies; and,
4. **WHEREAS**, as stated in Fiscal Code Section 4.02, the "Program liaisons shall participate in the hearings for their specific program areas" during the A.S. budget application process is nonessential. A.S. funded programs have program directors, advisors, and/or professional staff who are generally more knowledgeable of their program's budget and operations. Typically, these program representatives are more capable than the liaison to represent their program's needs during the budget application process; and,
5. **WHEREAS**, the duty of the program liaison to participate in hearings has not been fully implemented or enforced for many years. There is no record within the past four academic years that the A.S. Board of Directors or the A.S. Board of Finance meeting minutes indicated a majority of Board members fulfilled their liaison duties as stated in Fiscal Code Section 4.02; And, therefore be it resolved by the members of the Associated Students Board of Directors,
6. **RESOLVED**, the Associated Students Fiscal Code be amended within the following sections:
7. **RESOLVED**, Section 4.02, the sentence, "Program liaisons shall participate in the hearings for their specific program areas," shall be removed from the section; and,
8. **RESOLVED**, Section 6.03 shall state, "Expenditure of A.S. funds within line-items of programs as allocated by the A.S. Board of Directors will be strictly adhered to. If necessary, a transfer of funds between line-items may be requested. A transfer request

over \$500 between line-items must be approved by the A.S. Administrative Vice President and A.S. Executive Director”; and,

9. **RESOLVED**, Section 15: Trust (Club) Fund Accounts shall be removed from the fiscal code; and,
10. **RESOLVED**, in Section 12.02, “Club Coordinating Council” shall be replaced with the title, “Associated Students Event Funding Committee”; and,
11. **RESOLVED**, in Section 12.02 shall include in the guidelines, paragraph e, “Travel funds shall not be allocated to Sports Clubs”; and,
12. **RESOLVED**, Section 15: Trust (Club) Fund Accounts shall be removed from the fiscal code; and,
13. **RESOLVED**, that copies of this resolution be sent to, but not limited to, the H.S.U. President Rossbacher, Dr. Wayne Brumfield, Interim Vice President of Student Affairs, and Douglas Dawes, Interim Vice President of Administrative Affairs.



RESOLUTION No.: 2017-18-3

AUTHORED BY: Madison Whaley, WRRAP Program Manager

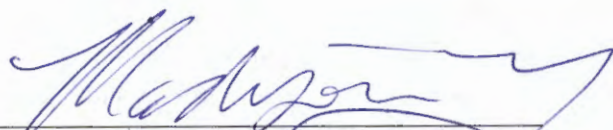
REFERRED TO: AS BOARD OF DIRECTORS
ACTION SCHEDULED: October 16, 2017

SUBJECT: An Act to Update the Waste Reduction Resource Awareness Program's (WRRAP) Mission Statement

1. **WHEREAS**, the Associated Students (A.S.) Board of Directors of Humboldt State University (HSU) is the single recognized voice for all H.S.U. students; and,
2. **WHEREAS**, the Mission of the Associated Students of Humboldt State University serves to "assist in the protection of rights and interests of the individual student and the student body," and to "stimulate the educational, social, physical, and cultural well-being of the University community"; and,
3. **WHEREAS**, WRRAP's current mission statement states: "The Waste Reduction and Resource Awareness Program (WRRAP) at Humboldt State University in Arcata, California strives to encourage alternative perspectives on consumption and provide a means for landfill substitution in our campus community. The five departments of WRRAP - Compost, Education, Reusable Office Supply Exchange (ROSE), Take Back The Tap, and Zero-Waste - offer a diverse student outlet for hands-on learning experiences that help students take responsibility for the campus's waste flow and make a positive contribution to the quality of our campus environment."; and,
4. **WHEREAS**, in recent years, WRRAP has expanded its scope of influence in HSU's campus policy regarding sustainability through committee work, resolution writing, and campaigns such as "Student Rights Not Pouring Rights," "Kill the Cup," holding a seat on the Sustainability Committee, and more; and,
5. **WHEREAS**, WRRAP values its collaboration with diverse student organizations, and aims to approach zero waste from diverse and intersectional perspectives; and,
6. **WHEREAS**, WRRAP thus recognizes the need for an explicitly intersectional and justice-focused orientation toward zero waste principles in order to ensure that the zero waste principles it advocates for are relevant and accessible to HSU students, and to ensure that the zero waste policies and practices it advocates for are reflective of the inextricable link between social justice and environmental sustainability; and,
7. **WHEREAS**, Updating WRRAP's mission statement to reflect both a) its growing presence in campus sustainability policy and b) its conscious shift toward a more justice-oriented understanding of zero waste, more accurately portrays the both the practical and

ideological directions that WRRAP is moving toward; is more reflective of the student body's needs regarding zero waste practices; and will institutionalize the policy- and justice- orientation for future WRRAP teams; Be it resolved by the member by the Associated Students Board of Directors,

8. **RESOLVED**, that WRRAP's mission statement be updated to state: "The Waste Reduction and Resource Awareness Program (WRRAP) at Humboldt State University in Arcata, California strives to encourage alternative perspectives on consumption and institutionalize zero waste practices in our campus community. As a student-run, student-funded program, we believe it is crucial that we further this mission through intersectional, environmental justice-oriented approaches, and strive to respond to student body input. The five departments of WRRAP - Compost, Education, Reusable Office Supply Exchange (ROSE), Take Back The Tap, and Zero-Waste – each offer unique opportunities for the student body to engage in conversations about resource consumption and zero waste principles, to actively affect change through a wide range of waste-reduction activities, and to further zero waste practices at HSU."; and, be it finally;
9. **RESOLVED**, that copies of this resolution be sent to, but not limited to: the University Center Board of Directors, Director of Dining Services Ron Rudebock, HSU President Lisa A. Rossbacher, HSU Vice President of Administrative Affairs, HSU Provost, HSU Vice President of Student Affairs, Director of Sustainability, Sustainability Analyst, Sustainability and Waste Coordinator, Climate Action Analyst, Clubs & Activities, Humboldt Orientation Program, MultiCultural Center, Peer Health & Education, and other interested departments or student organizations.



Madison Whaley, WRRAP Program Manager

Signatures in Support of A.S. Resolution: "An Act to Update WRRAP's Mission Statement"

Name

ID No.

- 1  MEREDITH GARRETT 012078518
- 2  Anais Southard 012341105
- 3  Sam Stone 011291160
- 4  Kathrine Sanguinetti 012184213
- 5  Shanti Belawstego: 0126-27521
- 6  Karina Coronado 0126-76934
- 7  Michael Bik 0133-46018
- 8  Molly Gilmore 0121-62381
- 9  Elena Kennedy 0106-09843
- 10  Liam Hazelton 0128-71843



HUMBOLDT STATE UNIVERSITY

Humboldt Int' Film Fest

October 3, 2017

Humboldt State University

Associated Students

Board Of Finance

Dear Board Members,

Thank you for the opportunity to apply for the A.S. Program Discretionary Funds. We are seeking to secure additional funding to help the Humboldt International Film Festival (HIFF) succeed again this year.

The festival budget is a combined A.S. contribution, festival earnings throughout the year, and since 2012 the HIFF has secured additional funding through a CSU Visiting Fellows Grant to cover a small stipend for each of our visiting judges. The A.S. contribution has covered the payroll for three student co-directors, festival awards, and transportation and lodging for our three visiting industry professionals - who travel and stay in Humboldt throughout the festival. Judges attend the festival to judge and award entries, mentor HSU students, and to interact with community members.

The HIFF reached a half-century milestone last year and received special recognition from CSU's Chancellor White. Please see the copy of his letter included here.

We very much appreciate your consideration on our behalf so we can continue the tradition of the Humboldt International Film Festival for a record 51st year.

Warm Regards,

Susan Abbey, Faculty Advisor

51st Humboldt Int'l Film Fest

Department of Theatre, Film, Dance, HSU

THE CALIFORNIA STATE UNIVERSITY
OFFICE OF THE CHANCELLOR

BAKERSFIELD

May 19, 2017

CHANNEL ISLANDS

CHICO

DOMINGUEZ HILLS

EAST BAY

FRESNO

FULLERTON

HUMBOLDT

LONG BEACH

LOS ANGELES

MARITIME ACADEMY

MONTEREY BAY

NORTHRIDGE

POMONA

SACRAMENTO

SAN BERNARDINO

SAN DIEGO

SAN FRANCISCO

SAN JOSÉ

SAN LUIS OBISPO

SAN MARCOS

SONOMA

STANISLAUS

Ms. Susan M. Abbey
Lecturer in Theatre and Film
Adviser, Humboldt International Film Festival
Humboldt State University
One Harpst Street
Arcata, California 95521-8299

Dear Susan:

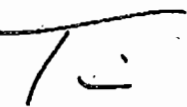
Thank you for your letter and attached program for the Humboldt International Film Festival. My deepest congratulations to you and the student co-directors for hosting such a successful, monumental and historic event.

A festival that reaches a half-century milestone certainly deserves recognition. Yet what makes the 50th anniversary of the Humboldt International Film Festival even more significant, and worthy of our highest praise, is the common thread of academic excellence, community engagement, social justice and global reach – the hallmarks of Humboldt State University and the California State University – that is woven throughout the event.

Indeed, the film festival's continued success is a testament to your leadership and guidance, the hard work of your student co-directors and myriad support from the Humboldt State community. I am also pleased to see that our CSU Entertainment Alliance grants are in action, helping students reach their academic and career goals.

Thank you again for the letter and for all that you do for the students, faculty and staff of Humboldt State University and the California State University.

Sincerely,



Timothy P. White
Chancellor

Best Wishes!

c: Dr. Lisa A. Rossbacher, President, Humboldt State University
Dr. Dina A. Ibrahim, Executive Director, CSU Entertainment Alliance



A.S. PROGRAM DISCRETIONARY FUND REQUEST FORM
(Hand-written submissions will not be accepted)

Name of A.S. Program: Humboldt Int'l Film Fest (HIFF)
Contact Person: Debra Ryerson
Phone: 826-3566 Email: debra.ryerson@humboldt.edu

I. GENERAL NARRATIVE

Complete Description of Project or Item(s) To Be Purchased:

The funds requested from A.S. cover expense items such as office supplies, postage, poster designs, advertising (printing and permit expense), website domain, and fundraising activities. Funding also covers the cost of film and directing professionals travel and lodging expense (these professionals judge the films presented at the festival; visit film courses and present workshops); cash and physical awards to the winning filmmakers; and program printing costs.

Justification for A.S. Funding (How Will Students Benefit From This Expenditure?)

Since its formation in 1967, the Humboldt Int'l Film Fest (HIFF) has earned a reputation for supporting and celebrating student and independent filmmakers. The HIFF gives Humboldt State University students an opportunity to directly contribute to the festival by being involved in the decision making process, and developing leadership and business skills which can be used in other aspects of their lives. The integrity of the festival is built on the unique blend of academic interest, cultural backgrounds, and the creative talents of HSU students.

How Has The Program Explored Environmentally/Socially Responsible Purchase Options?

Our Mission Statement in part reads: The Humboldt Int'l Film Fest we are particularly aware of the power of short, independent films and seek those which inspire social and environmental change. Also, the HIFF is largely promoted through digital media - reducing the quantity of posters printed. Instead of purchasing a new banner annually, the HIFF banner (posted on the Arcata Plaza) has been repainted for the last eight years, and our awards are purchased at Fire & Light which uses recycled glass.

II. REQUEST FOR DISCRETIONARY FUNDS BUDGET JUSTIFICATIONS

Please provide a detailed description for each expenditure item. Include how you arrived at specific figures and/or how you plan to spend this money.

Line Item 1: Supplies/Services Amount: \$ 500.00

Explanation:

Postage, office supplies, miscellaneous (HIFF poster design, space & equipment rental), website, box office staff, photocopying and printing.

Line Item 2: Fundraising Amount: \$ 850.00

Explanation:

Raising funds through tee-shirt sales provides both income and publicity through promotion.

Line Item 3: Awards Amount: \$ 1,900.00

Explanation:

These funds cover the cost of both cash and physical awards for Film Festival winners.

Line Item 4: Judges Travel/Hotel Amount: \$ 3,500.00

Explanation:

These funds cover costs for travel (airfare, vehicle rental, fuel), lodging, meals, workshop supplies and equipment rental. Expenses vary greatly depending on where judges are traveling from and the length of their stay.

Line Item 5: _____ Amount: _____

Explanation:

Line Item 6: _____ Amount: _____

Explanation:

III. INCOME AND EXPENDITURES

INCOME: List A.S. subsidy requested and other approved sources of income.

<u>Approved Funding Source</u>	<u>Amount:</u>
1. <u>Requested A.S. Funds</u>	<u>\$ 6,750.00</u>
2. _____	_____
3. _____	_____
Total Income:	<u>\$ 6,750.00</u>

INCOME: List potential sources of income.

<u>Potential Funding Source:</u>	<u>Amount:</u>	<u>Outcome:</u>
1. _____	_____	Pending
2. _____	_____	Pending
3. _____	_____	Pending
Total Income:	<u>\$ 0.00</u>	

Expenditures.

1. <u>Supplies/Services</u>	<u>\$ 500.00</u>
2. <u>Fundraising</u>	<u>\$ 850.00</u>
3. <u>Awards</u>	<u>\$ 1,900.00</u>
4. <u>Judges Travel/Hotel</u>	<u>\$ 3,500.00</u>
5. _____	_____
6. _____	_____
Total Expenditures:	<u>\$ 6,750.00</u>

IV. REVIEWED BY:

Susan Abbey [Signature] 10-3-17
 Program Advisor Name Signature Date

Debra Ryerson [Signature] 10.3.17
 Budget Administrator Name Signature Date

Appointments to the Board of Directors and Committees List

1. **Name:** Genesea Black-Lanouette

Committee: Board of Finance

Explanation of why they are interested in the position:

I'm interested in learning more about budgeting and getting involved with school funding.

Description of any past experience, campus activities, and/or skills that may qualify them for this position:

Current A.S. Rep and past A.S. Vice President at CR. I also work as an event coordinator and have experience in budgeting for large events and groups of people.

College: College of Professional Studies

Major: Recreation

Class Standing: Senior

2. **Name:** Ty Muhovich

Committee: Associated Students Earth Week Planning Committee

Explanation of why they are interested in the position:

I am a coordinator for Green Campus and we plan Earth week events.

Description of any past experience, campus activities, and/or skills that may qualify them for this position:

Green Workplace Assessment Coordinator and working for HEIF

College: College of Natural Resources and Sciences

Major: ESM

Class Standing: Senior

3. **Name:** Grecia Alfaro

Committee: Diversity & Inclusion Campus Advisory Council

Explanation of why they are interested in the position:

I am interested in learning more about the conversations that are happening on campus regarding diversity and equity. I have seen enough staff and faculty of color leave HSU to know the impact it has on students and the overall campus community. I wish to be a part of these conversations to learn more and give input when necessary.

Description of any past experience, campus activities, and/or skills that may qualify them for this position:

I have worked with the Retention through Academic Mentoring Program (RAMP) for two years. During my time with RAMP I have worked closely with staff members in addressing student's needs. I am also currently working at the Latinx Center for Academic Excellence (LCAE) and I have seen the importance of employing staff of color as well as developing more positions oriented around serving marginalized communities. In my time at HSU I have gained great organization, communication, and autonomous skills that I believe would be great for this committee.

College: College of Arts, Humanities, and Social Sciences

Major: Sociology

Class Standing: Senior

4. **Name:** Daniel Allred

Committee: Intercollegiate Athletics Advisory Committee

Explanation of why they are interested in the position:

I am in my fourth year here at H.S.U., and am always looking for ways to get involved and make a difference.

Description of any past experience, campus activities, and/or skills that may qualify them for this position:

As a communication major, much of my education has been dedicated to learning about how to make positive social change. As a member of the Men's soccer team, I think these two aspects of my life come together nicely for me to get involved with this committee.

College: College of Arts, Humanities, and Social Sciences

Major: Communication

Class Standing: Senior