Associated Students Council
Humboldt State University
Meeting on Monday, November 16, 2015
University Center Banquet Room
3:00 p.m.
Agenda #10

I. Call to Order

II. Roll Call

III. Approval of Agenda #10 dated November 16, 2015 – **Action Item**

IV. Chair's Report

V. Approval of Minutes

   A. Approval of Minutes #9 dated November 2, 2015 – **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. 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

VIII. Old Business

   A. Resolution 2015-16-1: An Act to Amend the Associated Students Government Code 6.03: Bystander Intervention Training – **Second Reading**
The resolution would change the A.S. Government Code to require A.S. Council members to undertake one bystander intervention training prior to receiving all stipends for the academic year.

B. Resolution 2015-16-2: Resolution to Support California Faculty Association Actions for a Fair Wage – **First Reading**
   The resolution acknowledges the economic hardships experienced by CSU faculty statewide, how those hardships impact student success, and showing HSU student support for actions taken by the California Faculty Association to secure a 5% wage increase for 2015-2016.

IX. Official Reports (10 minute 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. President (Juan Cervantes)

   Executive Committee Report – November 9, 2015

   1. Associated Student Budget Plan and Five-year Budget – Information Item
      President Rossbacher has asked each auxiliary organization to provide her with our business plan and a five-year financial or budget plan. This should be developed with the input and support of our governing body. The due date is January 2, 2016.

   2. AS Spring Retreat; Saturday, January 30, 2016 – Discussion Item (Juan Cervantes and Joan Tyson)
      The Executive Committee will discuss the content and format of the AS Spring Retreat.

   C. Administrative Affairs Vice President (Alexis Hernandez)

   Board of Finance Report – November 9, 2015

   1. Request from the Campus Center for Appropriate Technology from Unallocated in an amount not to exceed $3,445 for costs associated with the purchase of an induction stove, range hood fan and the installation – **Action Item**
      The Campus Center for Appropriate Technology would like a new gas stove because the current stove is unsafe and is not energy efficient.

   2. Associated Student Budget Plan and Five-year Budget – Information Item
      President Rossbacher has asked each auxiliary organization to provide her with our business plan and a five-year financial or budget plan. This should be developed with the input and support of our governing body. The due date is January 2, 2016.

   3. Request from the Associated Students General Operations from Unallocated in an amount not to exceed $705 for costs associated with the purchase of a color printer and ink. – **Action Item**
      The Associated Students General Operations would like a color printer because of convenience and to reduce the long term costs associated with using third-party printing services.
4. DRAFT 2016-17 AS Budget Timeline and Application Materials – Information Item
   Materials will be briefly reviewed at the meeting. The AS Budget Timeline and
   Application Materials will appear as an action item on the November 30 Board of Finance
   Agenda for approval.

D. Student Affairs Vice President (Tiana Cannon)
E. Legislative Vice President (Zitlaly Macias)
F. Council Representative Reports
G. External Affairs (Rebecca Ingerson)
H. AS Presents (Jacob Stadtfeld)
I. Vice President for Enrollment Management and Student Affairs (Dr. Peg Blake)
J. General Manager (Joan Tyson)

X. General Council Discussion (At this time Council members and Executives may follow-up with
   questions regarding reports.)

XI. New Business

XII. General Council Work Session

   A. A.S. Study Lounge: Sunday, December 13 – Wednesday, December 16, 2015 – Discussion
      Item (Tiana Cannon)

   B. SAVE THE DATE: AS Spring Retreat; Saturday, January 30, 2016 – Discussion Item
      (Joan Tyson)

XIII. Announcements

XIV. Adjournment
Call to Order

Zitlaly Macias, Legislative Vice President, called the meeting to order at 3:00 p.m. in the University Center Banquet Room.

Roll Call

Representatives Present: Jesse Benefiel, Graciela Chipres, Eamon Daly, Kathryn Guzman, Jordan Jacobs, Jonah Platt, Michael Ramirez, Sean Sesanto, Alexia Siebuhr, Ama Tierney

Officers Present: Juan Cervantes, Tiana Cannon, Alexis Hernandez, Zitlaly Macias

Advisors Present: Becca Ingerson, Joan Tyson

Advisors Absent: Dr. Peg Blake (Excused), Jacob Stadtfeld (Excused)

Approval of Agenda

MOTION: RAMIREZ/GUZMAN move to approve Agenda #9 dated November 2, 2015

Chair’s Report

Macias announced that if a Council member is going to be late or absent for a meeting or their office hours to please notify her.

Approval of Minutes

MOTION: HERNANDEZ/SESANTO move to approve minutes #8 dated October 19, 2015

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

There was no public comment.

Appointments to Committees and Council

A.S. President (Juan Cervantes)

MOTION: DALY/CHIPRES move to appoint Aisha Cissna to the HSU Advancement Board

MOTION: HERNANDEZ/PLATT move to suspended AS Government Code 7.03 to appoint
Morgan Burr to the Humboldt Energy Independence Fund

MOTION: HERNANDEZ/TIERNEY move to appoint Morgan Burr to the Humboldt Energy Independence Fund

APPROVED

MOTION: CHIPRES/HERNANDEZ move to appoint Sean Sesanto to the Associated Student Executive Committee

APPROVED

(1) ABSTENTION

MOTION: GUZMAN/CANNON move to appoint Jason Jones as the College of Professional Studies Representative to the AS Council

APPROVED

A.S. Administrative Vice President (Alexis Hernandez)

No appointments

A.S. Legislative Vice President (Zitlaly Macias)

MOTION: BENEFIEL/GUZMAN move to suspend AS Government Code 7.03 to appoint Cynthia Rojos to the A.S. Presents committee

APPROVED

(1) NAY

MOTION: RAMIREZ/CERVANTES move to appoint Cynthia Rojos to the A.S. Presents committee

APPROVED

(1) ABSTENTION

MOTION: CHIPRES/GUZMAN move to appoint Jonah Platt to the Board of Finance Committee

APPROVED

A.S. Student Affairs Vice President (Tiana Cannon)

MOTION: HERNANDEZ/GUZMAN move to appoint Jesse Benefiel to the Sexual Assault Prevention Committee

APPROVED

Old Business

A. Resolution 2015-16-1: An Act to Amend the Associated Students Government Code 6.03: Bystander Intervention Training – First Reading

Cervantes discussed the process of the “first reading.” Cervantes then presented on the resolution, discussed the reason for the resolution, and then asked for feedback from the public and the AS Council.

There was no public comment.

Hernandez, Ingerson, and Sesanto suggested the training coordinator be under a different position. For example, the Legislative Vice President or the AS staff. Daly suggested the resolution should include that Council members be mandated reporters. Siebuhr, Cannon, Sesanto, and Platt disputed that suggestion for various reasons. Sesanto also suggested there should be a training certificate in
case there is an issue with verification. Ramirez asked for consideration that the training not be tied to the stipend. Ramirez expressed that tying the training to the stipend could be viewed as controlling. Macias pointed out that a Council member may only be participating in the training to receive a stipend. Other Council members suggested tying the training to the existing point violation system. Guzman noted that Council members who are appointed during the semester may have difficulty receiving a stipend if they have not had the training yet. Daly suggested a grace period to insure the Council member will receive their stipend if they have not taken the training.

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

**President (Juan Cervantes)**
Cervantes attended to the CAHSS mixer and meet with Rock Braithwaite, Kinesiology Department Chair, about lifeguards and pay. Cervantes has also been working on the AS general manager position. Cervantes also talked to the AS Vice Presidents about club accounts and charges.

**Administrative Vice President (Alexis Hernandez)**
Hernandez reported there are four open forums for the YES Director candidates within the next two to three weeks. HEIF is looking into a position splitting work with facilities and HEIF.

**Board of Finance Report – October 26, 2015**

1. **Request to Change the Publication Date for the Cultural Times – Information Item**
   Amy Westmoreland, MultiCultural Center Director, requests the publication date for the Cultural Times be changed from Monday, December 7, 2015 (per paragraph 10 of the Associated Students State University 2015-16 Budget Policies and Procedure) to a different date during the first week of the 2015-16 Spring Semester.

   Hernandez informed the Council that Amy Westmoreland, MultiCultural Center Director, requested a publication date change so the MultiCultural Center could publish a higher quality magazine.

2. **Reserve Policy, Fund Designation and Procedure for Expenditure – Action Item**
   The A.S. Reserve Policy and Fund Designation provides guidelines for basis of the annual review of the A.S. fiscal viability, and to provide the Council and General Manager sufficient funds to address contingencies, emergencies and budgetary impact and at the same time to have adequate working capital to maintain programs, services, facilities, finance non-routine replacement, meet the needs of future growth, and other priorities that the A.S. Council may have that falls within the Mission of the Associated Students. Changes are indicated by utilizing strikethroughs and underlined print.

   Hernandez gave Tyson the floor. Tyson discussed that the purpose of the reserve policy is to provide guidelines for the basis of the annual review of the AS fiscal viability, as well as provide the Council and General Manager sufficient funds to address contingencies, emergencies and budgetary impact. At the same time, the reserve policy allows for adequate working capital to maintain programs, services, facilities, finance non-routine replacement, to meet the needs of future growth and other priorities that the AS Council may have within the Mission of the Associated Students.

   Associated Students has three reserve funds;
1. Operating Reserve

2. Capital Purchases Reserve, and

3. Special Projects & Facilities Reserve

All of which are given further definition in the policy.

The policy also outlines the procedures for the expenditure of AS Reserves which does require review by the Board of Finance, approval by the AS Council and approval by the University President (or designee). The designee is currently Joyce Lopes, the Administrative Affairs Vice President. The recommended changes in this document are indicated by utilizing strikethroughs and underlined print.

There are two notable changes:

1. The first is found on the second page that reads...” The maximum amount which should be retained for on-campus reserves combined is up to 30% of current year expenditures.....

2. Page three that increases the amount from $2,000 to $5,000.

The recommendation for the first change is the result of research on non-profits guidelines regarding this topic and other CSU’s. While there are general guidelines for setting operating reserve goals, they should always be accompanied by “it depends.” Most standards are based on a formula to have enough unrestricted cash to cover operating expenses for a number of months. A commonly used reserve goal is three to six months’ expenses.

Three months, or 30% of our operating expenses, based on 2015-16 projected numbers is approximately $345,000—which is higher than the recommended 30% maximum per the policy, by about $50,000, but AS does have some pending projects. In addition, AS has been funding our budget out of our reserves over the past 5+ years, so by the end of next year AS will be close to the 30% goal.

The “depends” for AS, as mentioned above, is that a lot of AS reserve needs are for cash flow purposes. For example, AS funds the payment of all AS expenditures up front and AS can also submit a claim for reimbursement from the AS fee account that is held in a state trust account. Also, AS funds all of the payments for IRA expenditures up front and AS also requests reimbursement from the IRA trust account held on the state side on a monthly basis. AS also depends on our reserves for summer operations.

The second change is on page three of the document. The policy enables the General Manager to use funds when the standard procedures cannot be met. The funds have been increased from $2,000 to $5,000.

There was no public comment.

HERNANDEZ/CHIPRES move to approve the Reserve Policy, Fund Designation and Procedure for Expenditure

APPROVED

(1) ABSTENTION
3. Review and Approval of Associated Students 2014/2015 Comparison of Budget to Actual – Action Item
As per AS Fiscal Code 9.01 the Board shall review and recommend approval of the annual comparison of budget to actual program budget details. The Comparison of Budget to Actual details the budgeted revenue and expense of each AS Program.

Hernandez gave the floor to Tyson. Tyson explained the item to the Council.

MOTION: HERNANDEZ/RAMIREZ move to review and approve the Associated Students 2014/2015 Comparison of Budget to Actual
APPROVED

Student Affairs Vice President (Tiana Cannon)
Cannon reported working on the AS Study Lounge. She also announced the Halloween Con was a huge success with over 150 students attending.

Daly left at 4:50 p.m.

Legislative Vice President (Ztilaly Macias)
Macias reported meeting with a Student Health Center Advisory Committee (SHAC) member regarding the SHAC meetings. Macias is meeting with other Council members regarding the International Students’ AS project.

Guzman – College of Arts, Humanities and Social Sciences
Guzman attended the University Senate and recommended that the Council read the University Senate minutes. Guzman also attended the Constitution and Bylaws committee and the AS Lobby Corps will meet on Tuesday, November 3, 2015 at 5 p.m. in NHE 118.

Ramirez – College of Arts, Humanities and Social Sciences
Ramirez reported the event, “Down the Rabbit Hole,” hosted by Peer Health Educators and Oh Snap!, was a success. Ramirez said Raven Craig, Health Educator, told him a lot of students attended the event, but Oh Snap! is looking for support from other programs on campus. Ramirez met with Dean Ayoob about finalizing the U-Direct and it should launch in Fall 2016.

Siebuhr – College of Arts, Humanities and Social Sciences
Siebuhr reported the Domestic Violence Awareness convention went well. Siebuhr worked on a resolution. Siebuhr discussed there is limited space in the Warren House 53 because of the multiple AS programs located there.

Benefiel – College of Professional Studies
Benefiel attended the CAHSS mixer. Benefiel also had a meeting with Ana Cortez, a prior College of Professional Studies Representative. Benefiel attended a Sexual Assault Prevention Committee meeting and became liaison for the Children’s Center.

Jones – College of Professional Studies
Jones reported that he is working with the Smulin Foundation, who is currently reviewing a donation to the HSU Business Department to fund business interns.

Sesanto – College of Natural Resources and Sciences
Sesanto attended the CNRS mixer. Sesanto is researching some ideas such as parking and food insecurities on campus.

**Jacobs – College of Natural Resources and Sciences**
Jacobs reported the CNRS mixer went well.

**Tierney – College of Natural Resources and Sciences**
Tierney reported on November 3, 2015, Climate Crisis is having a training on direct action. California Faculty Association will be announcing their results for a faculty strike this week. KRFH is having a benefit at Richard’s Goat Tavern and Tea Room on Thursday, November 12, at 9:00 p.m. There Million Student March is having a million student march around noon on November 12, 11 a.m. to 1 p.m. Tierney also thanked Platt and Cervantes for attending the TALXX interview.

**Platt – At Large**
Platt reported he is meeting with Jeff Schwartz, a member of the Humboldt Community Rights Center, to discuss the student rights on and off campus. Platt is also meeting with Joyce Lopes, Vice President of Administration & Finance, about police accountability on Friday, November 6, 2015.

**Chipres – At Large**
Chipres reported the MultiCultural Center’s event, “Dia de Los Muertos” went well, as well as Halloween Con. Chipres attended the University Senate on October 27, 2015. She also attended the Board of Finance meeting on October 26, 2015.

**Daly – Graduate Representative**
Daly reported Provost Search Committee is reviewing the candidate pool and there will be a candidate visiting on November 18, 2015.

**External Affairs (Rebecca Ingerson)**
Ingerson attended the California Faculty Association committee and will attend the next meeting. Ingerson will go to the Board of Trustee meetings with Cervantes. Ingerson announced the next Lobby Corps meeting will be on Tuesday, November 3, 2015 at 5 p.m. in the NHE 118. Ingerson also reminded the Council Election Day is Tuesday, November 3, 2015.

**AS Presents (Jacob Stadtfeld)**
Absent.

**Vice President of Enrollment Management and Student Affairs (Peg Blake)**
Absent.

**General Manager (Joan Tyson)**
No report.

**General Council Discussion**
Cervantes asked Cannon about the Study Lounge and suggested having the study lounge after the library closes. Platt suggested contacting WRRAP about the potential waste during the study lounge. Platt and Cervantes also commented on the possibility of having different types of food and drinks provided. Guzman will talk to WRRAP about a zero-waste study lounge. Tierney mentioned an all-night study lounge at the library during the last Spring 2015 semester.
General Council Work Session

Announcements

There were no announcements.

Adjournment

Macias adjourned the meeting without objection at 5:11 p.m.

Recorded by:
Patric Esh
AS Council Assistant

Approved by:

Zitlaly Macias
Legislative Vice President
Associated Students Board of Finance  
Humboldt State University  
Monday, November 9, 2015  
Nelson Hall East, 120  
Minutes #3

Call to Order

Juan Cervantes, Associated Students President, called the Board of Finance meeting to order at 3:03 p.m. on Monday, November 9, 2015 in Nelson Hall East 120.

Roll Call

Members Present: Juan Cervantes, Graciela Chipres, Joseph Mularky, Jonah Platt  
Members Absent: Alexis Hernandez (Excused)  
Advisor Present: Joan Tyson

Approval of the Agenda

MOTION: PLATT/MULARKY move to approve Agenda #3 dated November 9, 2015  
APPROVED

Chair’s Report

Cervantes will chair in Hernandez’s absence. Hernandez could not attend because he is attending a National Association Student Personnel Administrators (NASPA) conference.

Public Comment

There was no Public Comment.

Approval of Minutes

MOTION: PLATT/MULARKY move to approve Minutes #2 dated October 26, 2015  
APPROVED

Old Business

A. Request from the Campus Center for Appropriate Technology from Unallocated in an amount not to exceed $3,445 for costs associated with the purchase of an induction stove, range hood fan and the installation – Action Item  
The Campus Center for Appropriate Technology would like a new gas stove because the current stove is unsafe and is not energy efficient.

Ivan Soto presented on the need for a new stove for Campus Center for Appropriate Technology.
Soto noted the current stove is a safety risk and was not up to building codes.

MOTION: CHIPRES/PLAAT move to approve the request from the Campus Center for Appropriate Technology from Unallocated in an amount not to exceed $3,445 for costs associated with the purchase of an induction stove, range hood fan and the installation.  
APPROVED AS AMENDED

Tyson suggested the funds come from the Special Projects/Facilities reserve. Tyson noted it would be the appropriate funding source.

MOTION: CHIPRES/PLATT move to amend the motion by striking Unallocated and replacing it with the Special Projects/Facilities reserve.  
APPROVED

B. Associated Students Budget Plan and Five-year Budget — Action Item
President Rossbacher has asked each auxiliary organization to provide her with our business plan and a five-year financial or budget plan. This should be developed with the input and support of our governing body. The due date is January 2, 2016.

Tyson discussed the document which includes items such as AS history and background, mission statement, funding, human resources, future plans and how those plan integrates with the University Strategic Plan and goals. Also included is a description of AS Programs and Services and how these programs and services supports the University’s broader mission, who is our primary market, budgetary considerations, and regulatory restrictions. Also included is an AS Five-Year Financial Projections.

MOTION: CHIPRES/PLATT move to approve the Associated Students Budget Plan and Five-year Budget  
TABLED UNTIL November 30, 2015

Platt discussed how the HSU strategic plan is not always student centered. Mularky discussed in the future plans the Strategic Plan Objective 3.1 (Strengthen relationship and engage with local Tribal Nations and communities through authentic actions, specific planning, accountability, and true collaboration) does not have any content attached to it. Cervantes suggested having the “Resolution on the Creation of a Scholarship Trust for Native American Students” be included in that section. Platt also discussed students’ rights be placed in the plan. Cervantes noted that the document represents what the Council has already done in accordance to the strategic plan.

Tyson also discussed the financial projections and the budget planning spreadsheet details. These financial projections is absolutely an evolving document and is not intended to be set in stone.

MOTION: CHIPRES/PLATT move to table the item to the Monday, November 30, 2015 meeting  
APPROVED

C. Request from the Associated Students General Operations from Unallocated in an amount not to exceed $705 for costs associated with the purchase of a color printer and ink. — Action Item
The Associated Students General Operations would like a color printer because of convenience and to reduce the long term costs associated with using third-party printing
services.

Tyson presented on the action item and explained the need for a color printer.

MOTION: CHIPRES/PLATT move to request from the Associated Students General Operations from Unallocated in an amount not to exceed $705 for costs associated with the purchase of a color printer and ink. APPROVED

New Business

A. DRAFT 2016-17 AS Budget Timeline and Application Materials – Information Item (Joan Tyson)

Materials will be briefly reviewed at the meeting. The AS Budget Timeline and Application Materials will appear as an action item on the November 30 Board of Finance Agenda for approval.

Tyson presented on the document. This will come back as an action item at the next meeting on November 30, 2015.

Announcements

No announcement

Adjournment

Cervantes adjourned the meeting at 4:00 p.m. without objection.

Recorded by:

Patric Esh
A.S. Council Assistant

Approved by:

Juan Cervantes
Associated Students President
RESOLUTION No. 2015-16-1

AUTHORED BY: *Alexia Siebuhr, College of Arts Humanities & Social Sciences Representative
*Juan Cervantes, External Affairs Representative

SIGNED BY: *Alexia Siebuhr, College of Arts Humanities & Social Sciences Representative
*Juan Cervantes, External Affairs Representative

REFERRED TO: AS COUNCIL
ACTION SCHEDULED: November 2, 2015

SUBJECT: An Act to Amend the AS Government Code 6.03: Bystander Intervention Training

1. Be it enacted by the Associated Students Council that the Associated Students Government Code be amended to insert the following into the Associated Students Government Code, that the Associated Student’s Government Code be renumbered accordingly, and that the amendment will become effective on January 1st, 2016:

2. 6.03 Bystander Intervention Training:

   Prior to having stipends awarded, each recipient must undertake bystander intervention training. Bystander Intervention Training will be coordinated by the Associated Students Vice President of Student Affairs in coordination with student organized campus resources. Completion of Bystander Intervention Training will satisfy this requirement until the end of the academic year in which it has been completed.

* Original Signatures are on file in the Associated Students Business Office.
RESOLUTION No. 2015-16-2

AUTHORED BY: *Graciela Chipres, A.S. At-Large Representative
*Amanda Tierney, A.S. CNRS Representative

SIGNED BY: *Graciela Chipres, A.S. At-Large Representative
*Amanda Tierney, A.S. CNRS Representative

REFERRED TO: AS COUNCIL
ACTION SCHEDULED: November 16, 2015

SUBJECT: Resolution to Support California Faculty Association Actions for a Fair Wage

1. WHEREAS, The Associated Students of Humboldt State University recognize that faculty’s low pay and competitive job atmosphere negatively impacts quality of education, and support the California Faculty Association’s actions in response to stagnating wages; and,

2. WHEREAS, Humboldt State University has the largest disparity in salary increases between Administration and Faculty in the California State University system, with faculty having gained one percent, and staff gaining 42% increase over the past 10 years; and,

3. WHEREAS, 80% of Faculty surveyed by the California Faculty Association said their low salaries have negatively affected their lives and 86% of Faculty parents surveyed report that they have not been able to save or otherwise prepare for their children’s college expenses; and,

4. WHEREAS, 71% of California Student University students identify as an ethnicity other than white, and CSU campuses represent 10 out of the top 20 most diverse colleges in the Western U.S., and more than one-third of CSU students are the first in their family to attend college; and,

5. WHEREAS, 40% of Humboldt State graduates are first-generation students; and, the percentage of “Underrepresented Minority” students at HSU rose from 21.5% in 2009 to 40.3% in 2015; and,
6. **WHEREAS**, Student’s academic success is harmed by the high turnover rate of lecturers and adjunct faculty necessitated by a downward trend in tenure-track faculty hiring; and be it further,

7. **RESOLVED**, That the Associated Students of Humboldt State University demand that Chancellor White’s administration prioritize and increase funding for CSU faculty and non-administrative staff,

8. **RESOLVED**, That the Associated Students of Humboldt State University stand in solidarity with ongoing negotiations between the California Faculty Association and the CSU Board of Trustees if/when they strike for a 5% increase on their wages for the Academic Year (2015-2016); be it further,

9. **RESOLVED**, that copies of this resolution be sent to, but not limited to: Executive Director of University Center Dave Nakamura, CSU Chancellor Timothy White, HSU President Lisa Rossbacher, HSU Administrative Vice President Joyce Lopes, HSU Student Affairs Vice President Peg Blake, HSU Resident Housing Association, the North Coast Tribal Chairman’s Association, the California Faculty Association, the Lost Coast Outpost, Times Standard, Mad River Union, Kym Kemp, and the North Coast Journal.

*Original Signatures are on file in the Associated Students Business Office.

This resolution is accompanied by a petition signed by eighteen (18) Students-at-Large of Humboldt State University.
Associated Students of Humboldt State University

2015 Strategic Plan
A Five-Year Projection Analysis

Presented to the Associated Student Council
December 7, 2015
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ASSOCIATED STUDENTS EXECUTIVE SUMMARY

History and Background
The Associated Students (AS) was first organized on campus in 1949. The association became a 501(c)(3) non-profit corporation in 1991. It is also a recognized auxiliary organization of HSU, representing over 8,000 HSU students. Governance of the organization is provided by the AS Council that includes 16 students that are elected annually and serve as the Board of Directors.

Mission Statement
The specific purpose of the Associated Students of Humboldt State University is to provide a means for responsible and effective participation in the governance of the campus; provide an official voice through which students’ opinions may be expressed; foster awareness of these programs both on and off campus; assist in the protection of the rights and interest of the individual student and the student body; provide services and programs to meet the needs of the student and campus community; and stimulate the educational, social, physical, and cultural well-being of the University Community.

Funding
Each student that enrolls at HSU pays a mandatory AS fee, also known as a Student Body Organization fee. Currently that fee is $117 and generates approximately $950,000 in revenue per year. That fee, along with other program revenue, provides funding for approximately 20 different programs and services. (A complete list of programs is provided in the AS Funded Program and Services Description section that follows.) The average AS fee in the 23 campus CSU system is $145. However, comparing AS organizations is difficult as how they are organized and what programs and services they provide varies widely campus to campus. Also, in order for the AS fee to be adjusted, Education Code 89300 requires the proposed change be approved by a majority of voters voting in a referendum established for that purpose.

A copy of Statements of Net Position June 30, 2015 & 2014 and a Statements of Revenues, Expenses, and Changes in Net Position June 30, 2015 & 2014 are included as Appendix A and Appendix B.

Human Resources
The Associated Students operates with a staff of three full-time employees. These include the AS General Manager, and AS Office Coordinator and the AS Council Assistant. We provide employment for approximately 150 student employees that work for the various AS funded programs. We have an agreement with the Humboldt State University Center Board of Directors to provide administrative services, human resource management, accounting and business services and information technology. In addition to overseeing and managing the AS Fee, the AS Business Office also administers the Instructionally Related Activities fee and provides student club accounts for over 150 student organizations at no charge.
Future Plans

The AS Council, elected annually, sets annual priorities each September. The 2015-16 AS Council cannot commit to plans for a future Council. However, guidance the 2015-16 AS Council would provide to future Councils to support the University’s Strategic Plan Goals include:

(A copy of the HSU Strategic Plan Overview is included in the Appendix)

Continue to provide high quality training programs for AS student leaders to develop work and life skills through their experience with the organization.
*Supports Goal 1, Objective 1.1 of the HSU Strategic Plan.*

Increase voting participation during AS elections at a rate better than the previous year.
*Supports Goal 1, Objective 1.1 of the HSU Strategic Plan.*

Continue to support sustainability initiatives on campus and/or implementing new ones—initiatives such as the Real Food Challenge, Community Garden, and Food Redistribution.
*Supports Goal 1, Objective 1.1 of the HSU Strategic Plan.*

Create opportunities for students in campus involvement, leadership development, and volunteerism;
*Supports Goal 1 & 3, Objectives 1.1 & 3.1 of the HSU Strategic Plan.*

Continue to support diversity and social justice on campus—including food insecurity, student homelessness, CHECK IT, and the Honor Tax Initiative.
*Supports Goal 1, Objectives 1.1 & 1.3 & Goal 3, Objective 3.1 of the HSU Strategic Plan.*

Work towards Shared Governance on campus to ensure student voices are heard.
*Supports Goal 2, Objective 2.2 of the HSU Strategic Plan.*

Fill all vacant committee and board positions in a timely manner.
*Supports Goal 2, Objective 2.2 of the HSU Strategic Plan.*

Continue to identify and implement additional outreach strategies to inform students about the opportunities for engagement with AS.
*Supports Goal 2, Objective 2.2 of the HSU Strategic Plan.*

Continue to increase AS visibility.
*Supports Goal 2, Objective 2.2 of the HSU Strategic Plan.*

Keep AS and its programming relevant and utilized on campus in support of the University’s Vision.
*Supports Goal 4, Objective 4.3 of the HSU Strategic Plan.*
Continue to be responsible stewards of the AS fee and maintain high quality programs responsive to the changing needs of student and the campus community through the provision and ongoing assessment of programs and services. 
Supports Goal 4, Objective 4.3 of the HSU Strategic Plan.

**AS FUNDED PROGRAMS AND SERVICES DESCRIPTION**

With student success as the cornerstone of AS, the AS has three primary purposes.

**ADVOCATE, EDUCATE, ALLOCATE**

1) AS participates in the shared governance of Humboldt State University, is the official voice through which students’ opinions may be expressed, and advocates for that perspective to the appropriate parties.

2) AS educates students on current affairs that have significant impact to students on campus, in the local community, and at the state level, and

3) AS advances the enrichment of student life by allocating a substantial amount of annual funding for student clubs and organizations, diversity programs, and academic support programs. Every student pays the $117 AS fee annually.

AS programs and services are primarily student-led and student directed; others are joint efforts between other divisions on campus and the Associated Students. AS programs reflect a variety of student interest and are open to all students who wish to participate. The mission of the programs of the Associated Students not only matches the mission of the Associated Students but also reflects the values, mission and vision of Humboldt State University by contributing to the University’s goals. Following is a list of Associated Students funded programs and services and approximate numbers of student served in 2014-15.

**Associated Students Programming Grants**  
$55,000 is available to student organizations for on-campus events. Funds granted assist in promoting social awareness, diversity, activities, leadership development and cooperative programming.  

**30 activity grants approved.**

**AS Government (AS Council)**  
AS Council provides the official voice through which students’ opinions may be expressed. Officers are elected annually and include the AS President, three Vice-Presidents, and twelve college representatives. Also provides representation of HSU students to the California State Student Association which represents CSU students in all areas of higher education policy-making.  

*Impacts the entire student body.*
AS Presents
AS Presents offers the University community entertainment and programming for students including, but not limited to lectures, concerts, film screenings, comedy shows and festivals.  
8,347 participants attended 14 AS Presents events.

Campus Center for Appropriate Technology (CCAT)
CAT is a sustainable living demonstration home and educational center that demonstrates that living lightly on the earth is both practical and rewarding. CCAT offers educational opportunities which include tours and classes on special topics. Projects within CCAT are initiated, coordinated and executed by student volunteers.  3,450 students participated in CCAT activities.

Children’s Center
A broad range of comprehensive services is available to student families that facilitate their parental and academic goals. A setting of affordable, convenient, high quality child development services is available for students as well as learning experiences to enhance instruction.  87 student parents served.

Club Administrative Support
The Associated Students Business Office provides administrative, banking and accounting services for over 150 student clubs and programs at no charge.

Club Program Support
The clubs office provides grant opportunities, fundraising, administration, and organizational support for campus clubs and organizations.  
25 travel grants were approved serving 275 students.

Drop-in Recreation
This program gives students the opportunity to participate in activities on a drop-in basis. Activities include swimming, basketball, volleyball, badminton and soccer.  9,500 students participated.

Eric Rofes MultiCultural Queer Resource Center
The mission of the program is to move the campus from an attitude of tolerance to an attitude of acceptance of the queer community. It aims to create a focus of learning about issues facing the queer community and to bring students, faculty, and staff together for advocacy and education.  650 students served by ERC events.

Humboldt Film Festival
The oldest student run film festival in the world. This program provides a unique opportunity for students at HSU to learn real-world skills, make contacts with professional filmmakers and plan a week long film festival.  This year will celebrate the 50th annual festival.
Graduation Pledge Alliance
The GPA program was founded by HSU in 1987, and encourages graduating students to take a pledge to consider the environmental and social consequence of any future employment opportunity. Graduates are encouraged to take the pledge and wear the green ribbon at graduation. 1,740 graduates took the pledge December 2014 and May 2015 combined.

Learning Center Tutorial Program
HSU students are employed to provide free tutorial services for demanding and difficult courses. An essential part of the Learning Center, tutoring provides assistance to students who want to improve their learning skills. 1,180 students served.

Marching Lumberjacks
The Marching Lumberjacks (MLJ’s) take pride in being one of the last remaining student-organized and run college marching bands. The Band performs at all home men’s and women’s basketball games in the spring and home football games in the fall. The MLJ’s also play in a variety of community events and parades. Any student may join and previous music experience is not necessary.

MultiCultural Center (MCC)
The vision of the MCC is to build, nurture and sustain a multicultural community at HSU. The MCC is the umbrella organization for cultural clubs on campus and develops programming that celebrates the cultural diversity of the HSU campus. 3,000 students served through a variety of MCC activities.

OH SNAP! Campus Food Program
To provide good food for all HSU students by engaging in campus and community partnerships that offer a variety of ways to access food. Historical data not available.

Sport Clubs
The Sports Club program provides opportunities for students to participate in competitive sports and compete with off-campus clubs and Universities. A wide option of sport clubs are available including baseball, cheer, crew, cycling, women’s and men’s disc, fencing, men’s lacrosse, women’s and men’s rugby, men’s volleyball and archery. 875 student sport club members.

Student Access Gallery (SAG)
SAG provides HSU students with experience preparing their works to be exhibited at one of three on-campus galleries: Art Foyer Gallery, Karshner Lounge Gallery and Student Business Services Lobby Gallery. 66 individual students displayed their art through SAG galleries.

Women’s Resource Center (WRC)
The WRC aims to provide tools, support and safe spaces for empowerment and for people to dismantle systems of power, privilege and oppression. The center also hosts many annual programs including: Take Back the Night, Women’s Herstory Month and The Clothesline Project. 1,285 students served.
Waste Reduction & Resource Awareness Program (WRRAP)
WRRAP provides a means for students to take responsibility for waste generated on campus and to make a positive contribution to the quality of the environment. WRRAP gives students hands-on training in composting and maintains a compost demonstration site. The community can also utilize WRRAP’s Reusable Office Supply Exchange located in House 53.

20,000 student contacts served through services and activities.

Youth Educational Services (YES)
This experiential learning opportunity allows for students to expand on their academic careers, becoming leaders who provide quality community service to people without available resources. A broad range of social issues are examined and a balance of academia and activism is supported to create community leadership and promote future active citizens.

1,125 student volunteers.

How Associated Students Supports the University’s Broader Mission:
The University’s mission states “...We serve (students by providing a wide array of programs and activities that promote understanding of social, economic and environmental issues.” The Associated Students Operations, Programs and Services support different facets of the University’s mission and vision. Programs funded through the Associated Students have been listed under each of the University’s Vision Statements

- We will be the premier center for the interdisciplinary study of the environment and its natural resources.
  Campus Center for Appropriate Technology
  Waste Reduction and Resource Awareness Program

- We will be a regional center for the arts.
  AS Presents
  Humboldt Film Festival
  Student Access Gallery

- We will be renowned for social and environmental responsibility and action.
  Waste Reduction and Resource Awareness Program
  Graduation Pledge Alliance
  Campus Center for Appropriate Technology
  Youth Educational Services
  MultiCultural Center
  Women’s Resource Center
  Eric Rofes MultiCultural Queer Resource Center
  OH SNAP! Campus Food Program

- We believe the key to our common future will be the individual citizen who acts in good conscience and engages in informed action.
  Associated Students Government & External Affairs
• We will commit to increasing our diversity of people and perspectives.
  *MultiCultural Center*
  *Eric Rofes MultiCultural Queer Resource Center*
  *Associated Students Programming Grants*
  *Women’s Resource Center*

• We will be exemplary partners with our communities, including tribal nations.
  *Youth Educational Services*
  *MultiCultural Center*

**SERVICES ANALYSIS**

**Primary Market**
As a membership serving organization Associated Students programming primarily targets the 8,200 students of Humboldt State University. We also serve some non-student programs and services customers. Associated Students distinguishes itself as a non-profit auxiliary of Humboldt State University in many ways. Financial, administrative, policy and advocacy decisions of the organizations are made by the Associated Students Council which serves as the Board of Directors. All 16 members of the Associated Students Council are elected annually and are currently matriculated students.

**Budgetary Considerations**
The budget of the organization is mainly composed of the mandatory AS fee of $117 that each student pays annually. The annual budgeting process is a facilitated transparent process that is coordinated by the AS General Manager with involvement of the AS Program Budget Administrators, the AS Board of Finance and the AS Council. Budget application materials are made available in December of each year for the following fiscal year. The AS budget process is outlined in the AS Constitution, AS Fiscal Code and Chancellor Executive Order 369—Associated Students’ Budgets. A five year budget forecast has been included with the strategic plan. **This budget forecast is absolutely an evolving document and is not intended to be set in stone.** The forecast includes assumptions that increases to mandatory costs (minimum wages, business services, insurance) will not dramatically outpace the organizations fiscal growth based on enrollment projections and that the Associated Students will not disrupt or expand programs and services significantly. The AS Council undergoes an annual review of its Reserve Policy and funding levels to determine whether the reserve balance is on track to meet the needs of the AS and our Mission.

**Regulatory Restrictions**
CSU auxiliary organizations are usually classified into one of four basic categories. The Associated Students of Humboldt State University is categorized as a Student Body Organization. Auxiliary organizations are subject to specific statutes, regulations, and policies of state, federal, or local governments. AS operations must be operated within the hierarchy of state statutes, regulations and policies which are as follows:
a. Education Code,
b. Trustee Regulations (Title 5 and CSU Internal Regulations),
c. Executive Orders of the Trustees and Trustee policy,
d. Executive Orders of the Chancellor,
e. Policy letters of the Chancellor’s Office,
f. Campus Policies and Regulations,
g. HSU Associated Students Articles of Incorporation—Appendix C
h. Associated Students of HSU Constitution—Appendix D
i. AS Codes, Policies and Procedures

Commitment to Transparency
The AS is committed to transparency and strives to model best practices by providing all governing documents, agendas, minutes, audits and tax returns on its website.

ORGANIZATIONAL GOVERNANCE and MANAGEMENT

The governing board is known as the Associated Student Council. The composition of the Associated Student Council consists of twenty-one members. Sixteen members are voting members, three are non-voting student advisors, and two are non-voting staff/administrator advisors.

Voting members consist of Executive Officers and Representatives. The Executive Officers include:
  o President,
  o Administrative Vice President,
  o Legislative Vice President, and
  o Student Affairs Vice President

The Representatives include:
  o Three (3) College of Natural Resources and Sciences Representatives,
  o Three (3) College of Arts, Humanities and Social Sciences Representatives,
  o Three (3) College of Professional Studies Representatives
  o Two (2) At-Large Representatives, and
  o One (1) Graduate Student Representative.

The nonvoting advisors are called Council Advisors, which include:
  o External Affairs Representative,
  o AS Presents Representative,
  o Elections Commissioner,
  o General Manager of the Associated Students, and
  o Vice President of Enrollment Management and Student Affairs.
Strategic Plan—Looking Forward

(DRAFT-work in progress)
## AS Five-Year Financial Projections

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<td><strong>Program Revenue Projection</strong></td>
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<td>1 Student Activity Fees</td>
<td>$812,450</td>
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<td>142,455</td>
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<td>Investment Income</td>
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<td><strong>Program Expenses Projection</strong></td>
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<td>3 General Operations</td>
<td>323,811</td>
<td>328,282</td>
<td>328,350</td>
<td>337,215</td>
<td>346,320</td>
<td>355,671</td>
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<td>4 Government/External Affairs</td>
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<td>AS Presents</td>
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<td>163,650</td>
<td>191,425</td>
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<td>Programming Grants</td>
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<td>5 Campus Food Pantry</td>
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<td>0</td>
<td>5,000</td>
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<td>6 Childrens Center</td>
<td>36,450</td>
<td>40,830</td>
<td>43,495</td>
<td>44,564</td>
<td>45,009</td>
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<td>Club and Program Support</td>
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<td>31,324</td>
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<td>7 Drop In Recreation</td>
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<td>28,435</td>
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<td>28,435</td>
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<td>Eric Rofes Queer Resource Center</td>
<td>4,700</td>
<td>5,720</td>
<td>10,210</td>
<td>10,384</td>
<td>10,660</td>
<td>10,740</td>
<td>10,922</td>
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<td>Graduate Pledge Alliance</td>
<td>3,130</td>
<td>3,730</td>
<td>4,435</td>
<td>4,510</td>
<td>4,687</td>
<td>4,665</td>
<td>4,744</td>
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<td>Humboldt Film Festival</td>
<td>14,760</td>
<td>12,190</td>
<td>16,800</td>
<td>17,086</td>
<td>17,376</td>
<td>17,671</td>
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<td>8 Learning Center Tutorial Program</td>
<td>16,320</td>
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<td>19,115</td>
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<td>Marching Lumberjacks</td>
<td>5,740</td>
<td>5,500</td>
<td>5,800</td>
<td>5,899</td>
<td>5,999</td>
<td>6,101</td>
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<td>Multicultural Center</td>
<td>31,490</td>
<td>36,550</td>
<td>42,440</td>
<td>43,161</td>
<td>43,895</td>
<td>44,641</td>
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<td>Sports Clubs</td>
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<td>25,000</td>
<td>30,775</td>
<td>31,298</td>
<td>31,830</td>
<td>32,371</td>
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<td>Student Access Gallery</td>
<td>7,910</td>
<td>9,000</td>
<td>11,025</td>
<td>11,212</td>
<td>11,403</td>
<td>11,597</td>
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<td>WRRAP</td>
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<td>29,190</td>
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<td>35,920</td>
<td>36,531</td>
<td>37,152</td>
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<td>Womens Resource Center</td>
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<td>22,720</td>
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<td>28,474</td>
<td>28,958</td>
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<td>Youth Educational Services</td>
<td>55,300</td>
<td>57,910</td>
<td>66,000</td>
<td>67,122</td>
<td>68,263</td>
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<td>Student Life Support</td>
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<td>7,000</td>
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<td>9 AS Scholarship</td>
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<tr>
<td>10 Unallocated</td>
<td>8,870</td>
<td>7,950</td>
<td>10,850</td>
<td>10,850</td>
<td>10,850</td>
<td>10,850</td>
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<tr>
<td>11 Special Projects/Program Enhancements</td>
<td>0</td>
<td>0</td>
<td>50,040</td>
<td>13,500</td>
<td>13,500</td>
<td>13,500</td>
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<tr>
<td><strong>Total Program Expenses</strong></td>
<td>$872,681</td>
<td>$998,402</td>
<td>$1,172,970</td>
<td>$1,152,885</td>
<td>$1,174,152</td>
<td>$1,195,868</td>
<td>$1,218,044</td>
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<tr>
<td><strong>REVENUE OVER EXPENDITURES</strong></td>
<td>$4,949</td>
<td>$3,738</td>
<td>$(75,540)</td>
<td>$(29,533)</td>
<td>$(38,602)</td>
<td>$(47,982)</td>
<td>$(57,682)</td>
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<tr>
<td>Allocation from Reserves</td>
<td>$</td>
<td>$75,540</td>
<td>$29,533</td>
<td>$38,602</td>
<td>$47,982</td>
<td>$57,682</td>
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<td>Reserve Fund Balance</td>
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<td>12 % of Projected Program Expenses</td>
<td>33%</td>
<td>31%</td>
<td>27%</td>
<td>22%</td>
<td>17%</td>
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</tbody>
</table>
Budget Planning Spreadsheet Details

$10 Minimum wage increase effective January 1, 2016 included in 2015-16 budget.
1. Student Activity Fees: Based on assumptions provided by the University Budget Office. Projected annual change 1.0%
2. Programs Revenue: Most of this revenue is from AS Presents attendance. AS Presents Committee choose the events and ticket prices, these decisions affect the revenue from ticket sales.
3. Based on average net change from 2009-10 thru 2014-15. Projected 2.7%
4. Total amount includes AS Council non-compensatory stipend based on position.
5. Campus Food Pantry: Contribution.
6. Children's Center: Maintenance of Effort 4.54% based on a traditional average allocation of AS fee revenue dating back to a 1988/89 survey done by the Chancellor's Office related to levels of support for CSU campus Children's Centers. This amount is approved by the AS Council and is subject to change.
7. Drop In Recreation: Hourly wages reimbursement. No minimum wage increase projected.
8. Learning Center: Hourly wages reimbursement. No minimum wage increase projected.
10. Unallocated: Placeholder
11. Special Projects/Program Enhancements

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<td>Computer Refresh</td>
<td>$3,500</td>
<td>$3,500</td>
<td>$3,500</td>
<td>$3,500</td>
<td>$3,500</td>
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<tr>
<td>Community Garden</td>
<td>$11,540</td>
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<tr>
<td>AS Office Remodel</td>
<td>$25,000</td>
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<tr>
<td>Special Projects/Program Enhancements</td>
<td>$10,000</td>
<td>$10,000</td>
<td>$10,000</td>
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<td>$10,000</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$50,040</td>
<td>$13,500</td>
<td>$13,500</td>
<td>$13,500</td>
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</tr>
</tbody>
</table>

12. Reserve Fund Balance: The maximum amount which should be retained for on-campus reserves is up to 30% of current year expenditures. The AS Council undergoes an annual review of its Reserve Policy and funding levels to determine whether the reserve balance is on track to meet the needs of the AS and our Mission.
Values
Humboldt State University values the following academic principles that represent attributes of an academically integrated university, and provide a framework for accomplishing our collective vision and mission.

- We believe our primary responsibility is to provide the best possible education for today's world.
- We believe that teaching excellence is of paramount importance as is learning excellence.
- We believe in an environment of free inquiry where learning occurs both inside and outside the classroom. As a community of learning, the campus curricular and cocurricular environment encourages intellectual discourse, aesthetic creativity and appreciation, and significant opportunities for involvement and service.
- We prepare students to take on the commitments of critical inquiry, social responsibility, and civic engagement necessary to meet the challenges of the 21st century.
- We believe in intellectual growth through scholarship, creative activities, and research.
- We prepare individuals to be successful in advanced academic and professional degree programs; to be in positions of leadership; and to be proactive and productive members of society.
- We believe in the dignity of all individuals, in fair and equitable treatment, and in equal opportunity.
- We value the richness and interplay of differences. We value the inclusiveness of diversity, and we respect alternative paradigms of thought.
- We believe in collegial dialogue and debate that leads to participatory decision-making within our community of student, staff, administrator, and faculty learners.
- We believe the University must assist in developing the abilities of individuals to take initiative and to collaborate in matters resulting in responsible action.
- We believe individuals must be environmentally, economically, and socially responsible in the quest for viable and sustainable communities.
- We believe our location is an ecologically and spiritually rich asset that we embrace as an integral part of our learning community. Our curriculum is relevant, collaborative, and responsive to our geographical location.
- We believe we have a special opportunity to learn from the Native American cultures, the unique ecosystem, and special communities of our region, and to apply that knowledge.
- We believe the University is an integral part of our local and regional communities.
- We believe the University is a repository for archiving accumulated knowledge with inclusive access for our academic and broader communities.

For more information: humboldt.edu/strategicplan

HUMBOLDT STATE UNIVERSITY
Office of the President • 707-826-3311

HUMBOLDT STATE UNIVERSITY
Strategic Plan
2015–2020

Our Mission
Humboldt State University is a comprehensive, residential campus of the California State University. We welcome students from California and the world to our campus. We offer them access to affordable, high-quality education that is responsive to the needs of a fast-changing world. We serve them by providing a wide array of programs and activities that promote understanding of social, economic, and environmental issues. We help individuals prepare to be responsible members of diverse societies.

Our Vision
Humboldt State University will be the campus of choice for individuals who seek above all else to improve the human condition and our environment.

- We will be the premier center for the interdisciplinary study of the environment and its natural resources.
- We will be a regional center for the arts.
- We will be renowned for social and environmental responsibility and action.
- We believe the key to our common future will be the individual citizen who acts in good conscience and engages in informed action.
- We will commit to increasing our diversity of people and perspectives.
- We will be exemplary partners with our communities, including tribal nations.
- We will be stewards of learning to make a positive difference.
GOAL 1  PREPARE STUDENTS TO BE SOCIALLY AND ENVIRONMENTALLY RESPONSIBLE LEADERS IN A DIVERSE AND GLOBALIZED WORLD

OBJECTIVE 1.1 Enable an impactful and purposeful student experience for all students through better coordination and integration of academics, advising, support services, student activities, student life, and community partnerships

OBJECTIVE 1.2 Ensure that all students are afforded the same opportunity to succeed in meeting their baccalaureate goals through a Humboldt State experience that provides purposeful and coherent integration of academics and student life

OBJECTIVE 1.3 Incorporate environmental and social responsibility throughout the curriculum

OBJECTIVE 1.4 Engage students in the classroom, the life of the institution, and in the communities beyond

OBJECTIVE 1.5 Expand and support a diversified, globalized, and culturally expanded campus by increasing the enrollment of international and nonresident students

GOAL 2  FOSTER MEANINGFUL RELATIONSHIPS ACROSS DIFFERENCES, INCLUDING DIVERSE CULTURAL COMMUNITIES, IDENTITIES, AND COMPETENCIES

OBJECTIVE 2.1 Recruit, retain, and support faculty, staff, and administrators from diverse backgrounds that reflect our student and state demographics

OBJECTIVE 2.2 Ensure that diverse perspectives, identities, and communities are acknowledged and taught throughout curriculum and provide a safe environment for everyone to explore a broad range of viewpoints and ideas

GOAL 3  STRENGTHEN PARTNERSHIP WITH LOCAL COMMUNITIES

OBJECTIVE 3.1 Strengthen relationships and engage with local Tribal Nations and communities through authentic actions, specific planning, accountability, and true collaboration

OBJECTIVE 3.2 Collaborate with the local communities to support students' intellectual, emotional, ethical, and spiritual development and well-being

OBJECTIVE 3.3 Ensure a safe and welcoming off-campus environment for students, staff, and faculty by partnering with local communities

GOAL 4  SERVE AS EFFECTIVE STEWARDS OF THE NATURAL AND BUILT ENVIRONMENT AND THE UNIVERSITY’S FINANCIAL RESOURCES WITH A FOCUS ON SUSTAINABILITY

OBJECTIVE 4.1 Develop and implement a unified, transparent, and evidence-based budget model that reflects institutional priorities and the actual cost and size of programs

OBJECTIVE 4.2 Reduce operational costs and reallocate funds to areas as defined by the strategic plan

OBJECTIVE 4.3 Expand resources to support the University's mission, including identifying new resources, finding efficiencies, and being good stewards of existing resources
ASSOCIATED STUDENTS OF HUMBOLDT STATE UNIVERSITY

Statements of Net Position
June 30, 2015 & 2014

<table>
<thead>
<tr>
<th>Assets</th>
<th>2015</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash on hand and commercial accts</td>
<td>$80,162</td>
<td>$132,919</td>
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<tr>
<td>Cash invested in LAIF</td>
<td>$378,124</td>
<td>$273,848</td>
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<tr>
<td>Total cash</td>
<td>$458,286</td>
<td>$406,767</td>
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<tr>
<td><strong>Accounts and other receivables, net</strong></td>
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<td></td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>$660</td>
<td>$558</td>
</tr>
<tr>
<td>Total current assets</td>
<td>$501,861</td>
<td>$490,970</td>
</tr>
<tr>
<td><strong>Capital assets, net</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total assets</td>
<td>$501,861</td>
<td>$491,423</td>
</tr>
</tbody>
</table>

| Liabilities                    |         |         |
| **Current liabilities**        |         |         |
| Accounts payable               | $8,485  | $5,688  |
| Accrued liabilities            | $16,621 | $13,201 |
| Unearned revenue               | $17,705 | $16,876 |
| Total current liabilities      | $42,811 | $35,765 |
| **Total liabilities**          | $42,811 | $35,765 |

| Net position                   |         |         |
| **Net investment in capital assets** |         |         |
| Unrestricted                   | $459,050 | $455,205 |
| **Total net position**         | $459,050 | $455,658 |
### ASSOCIATED STUDENTS OF HUMBOLDT STATE UNIVERSITY

**Statements of Revenues, Expenses, and Changes in Net Position**  
**Years ended June 30, 2015 & 2014**

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2014</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating revenues:</td>
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<td></td>
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<tr>
<td>Student activity fees</td>
<td>$903,093</td>
<td>$812,451</td>
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<tr>
<td>Programs revenue</td>
<td>$96,057</td>
<td>$62,894</td>
</tr>
<tr>
<td>Instructional related activities</td>
<td>$504,812</td>
<td>$455,579</td>
</tr>
<tr>
<td><strong>Total operating revenues</strong></td>
<td>$1,503,962</td>
<td>$1,330,924</td>
</tr>
<tr>
<td><strong>Expenses:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating expenses:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries and wages</td>
<td>$96,489</td>
<td>$99,210</td>
</tr>
<tr>
<td>Employee benefits</td>
<td>$5,642</td>
<td>$5,207</td>
</tr>
<tr>
<td>Payment per agreement/contract</td>
<td>$436,238</td>
<td>$421,033</td>
</tr>
<tr>
<td>Reimbursement to other agencies</td>
<td>$113,849</td>
<td>$65,634</td>
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<tr>
<td>Repairs and maintenance</td>
<td>$5,739</td>
<td>$5,888</td>
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<tr>
<td>Communications</td>
<td>$3,101</td>
<td>$2,997</td>
</tr>
<tr>
<td>Travel</td>
<td>$64,295</td>
<td>$50,998</td>
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<tr>
<td>Insurance</td>
<td>$10,387</td>
<td>$9,367</td>
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<tr>
<td>Audit</td>
<td>$5,777</td>
<td>$9,390</td>
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<tr>
<td>Program expenditures</td>
<td>$256,791</td>
<td>$202,962</td>
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<tr>
<td>Instructional related activities</td>
<td>$504,812</td>
<td>$455,579</td>
</tr>
<tr>
<td>Depreciation</td>
<td>$453</td>
<td>$337</td>
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<tr>
<td><strong>Total operating expenses</strong></td>
<td>$1,503,573</td>
<td>$1,328,602</td>
</tr>
<tr>
<td><strong>Operating income (loss)</strong></td>
<td>$389</td>
<td>$2,322</td>
</tr>
<tr>
<td><strong>Non-operating revenues (expenses):</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investment income</td>
<td>$3,003</td>
<td>$2,294</td>
</tr>
<tr>
<td>Non-operating revenues (expenses), net</td>
<td>$3,003</td>
<td>$2,294</td>
</tr>
<tr>
<td>Increase in net position</td>
<td>$3,392</td>
<td>$4,616</td>
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<tr>
<td><strong>Net position:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Net position at beginning of year</td>
<td>$455,658</td>
<td>$451,042</td>
</tr>
<tr>
<td>Net position at end of year</td>
<td>$459,050</td>
<td>$455,658</td>
</tr>
</tbody>
</table>
ASSOCIATED STUDENTS
OF
HUMBOLDT STATE UNIVERSITY
2015~2016
Associated Students
A.S. CONSTITUTION
HUMBOLDT STATE UNIVERSITY
ASSOCIATED STUDENTS
CONSTITUTION
(Revised, November 2014)

PREAMBLE

Having opinions to be represented, rights to be protected and needs to be administered, we, the
members of the Associated Students of Humboldt State University, at Arcata, California, do
hereby ordain and establish this Constitution.

PREFACE

We, the leaders of the Associated Student Body of Humboldt State University, shall uphold the
responsibility that has been vested in us.

1. As Student Representatives We shall: consider the opinions and needs of our
immediate constituency, the Students, prior to our taking any action on their
behalf.

2. As Student Advocates We Shall: be vocal on issues that protect and increase
student rights; create opportunities to increase the student perspective in the
University decision making process; actively seek institutional changes that serve
to enhance the student environment; and uphold and protect the integrity of the
student body association, and,

3. As Fiscal Officers We Shall: allocate Associated Student Body fees in accordance
with the A.S. Mission Statement.

ARTICLE I
Name, Mission and Purpose, and Membership

Section A: Name
The name of this corporation shall be the Associated Students of Humboldt State
University, hereinafter referred to as the “Association”.

Section B: Mission and Purpose
The Associated Students of Humboldt State University is a recognized non-profit
corporation and an auxiliary of Humboldt State University. The specific purpose
of this corporation is to provide a means for responsible and effective
participation in the governance of the campus; provide an official voice through
which students’ opinions may be expressed; foster awareness of these opinions
both on and off campus; assist in the protection of the rights and interests of the
individual student and the student body; provide services and programs as deemed
necessary by the corporation to meet the needs of the student and campus
Vice President shall appoint replacements to assume the duties of those offices. These appointments shall be approved by the A.S. Council.

ARTICLE III
Composition of the AS Council

Section A: AS Council
The AS Council shall be the sole governing body of the Associated Students.

Section B: Composition of the AS Council
Voting members of the AS Council shall be the Executive Officers and Representatives as determined below:

1. Voting Members:

   a. President,
   b. Administrative Vice President,
   c. Legislative Vice President,
   d. Student Affairs Vice President,
   e. Three (3) college-specific representatives from each college,
   f. Two (2) at-large representatives, and
   g. One (1) graduate student representative,
   h. There are a total of 16 directors of the AS Council.

Section C: Council Advisors

1. Nonvoting Advisors shall consist of:

   a. General Manager of the Associated Students
   b. Vice President of Enrollment Management and Student Affairs
   c. External Affairs Representative
   d. AS Presents Representative
   e. Elections Commissioner

ARTICLE IV
Executive Officers

Section A: The Executive Officers of the Council shall be the:

1. President
2. Administrative Vice President
3. Legislative Vice President
4. Student Affairs Vice President.

Section B: Powers and Duties of the Executive Officers
b. The Student Affairs Vice President shall sit on the University Center Board of Directors.

c. The Student Affairs Vice President shall sit on the Student Affairs Directors Committee.

d. The Student Affairs Vice President shall sit on the Executive Committee.

e. Makes appointments to committees and boards for the Association with the consent of the A.S. Council by a 2/3 vote.

f. Serves as a member of the AS Council.

g. Vote on actions or decisions taken by the AS Council.

ARTICLE V
Representatives

Section A: The Associated Students Council (A.S. Council) representatives shall be elected by the Association membership.

Section B: Membership: Membership on the A.S. Council shall consist of college-specific representatives, two at-large representatives and one graduate student representative.

Section C: Powers and Duties of the Associated Students Council:

1. To formulate the Association's Rules, Regulations and Policies, as detailed in the Associated Students Code and other policy papers.

2. Vote on actions or decisions taken by the AS Council.

3. To make appropriations from the treasury of the Association.

4. To approve standing rules of the Council and meeting calendar.

5. To establish the amount of the Association's membership fee with the approval of its membership voting on this issue in an election.

6. To impeach any officer of the Association.

7. To call special elections.

8. To place legislative initiatives on the ballot by majority vote.

9. To elect a Vice Chair from its membership.

10. To maintain written records of the A.S. Council proceedings which shall be posted for the benefit of the members of the Association.

11. To promote the use and development of programs funded by the Association.
Section C: The AS Council shall annually establish with its Standing Rules the date, time and
locations for holding regular meetings.

ARTICLE VIII
Budget

Section A: Board of Finance
The sole responsibility for presenting the A.S. Council with a preliminary budget
shall reside with the Board of Finance.

Section B: Membership
The Board of Finance shall consist of the Administrative Vice President, who
shall act as the presiding officer; the President of the Association; a member of
the Association, appointed by the President; two members of the A.S. Council,
appointed by the Legislative Vice President; and the General Manager of the
Association (Advisor).

Section C: Procedure in the Formulation of the Budget

1. The Board of Finance shall require each program to submit a budget request.

2. The Board of Finance shall hold public hearings of programs identified by the
Board of Finance. The program shall be notified of the date, time, and place
of said hearing.

3. The Board of Finance shall submit a preliminary budget to the A.S. Council at
least one month prior to the last regularly scheduled A.S. Council meeting of
the academic year.

4. The A.S. Council shall approve a final budget no later than the next to last
regularly scheduled meeting of the academic year.

5. The final budget shall be submitted to the President of the University for
review and approval.

ARTICLE IX
Associated Students General Manager

Section A: General Manager

1. The A.S. Council will arrange for the services of a General Manager who will
be responsible to the Associated Students President for the daily operations of
the Association.
3. Elections Commission has three (3) school days to rule on the eligibility of a candidate after filing;

4. Public notice to the effect that nominations are in order shall be posted on official bulletin boards and shall be published in the school newspaper at least forty-two (42) days prior to the election by the Elections Commission.

5. The Association shall use Ranked Choice Voting to elect Executive Officers. The Association shall use a Plurality based system to elect Council Representatives.

6. No member of the Association shall vote for a candidate for representative of a college other than the college in which that member of the Association is enrolled. In the case of persons with more than one major, the person shall have the right to choose from amongst colleges in which that person is enrolled to vote for a college representative candidate. All students may vote for the At-Large Representative(s).

ARTICLE XI
Initiatives

Section A: Initiatives:
As outlined under the powers and duties of the A.S. Council, the A.S. Council can initiate measures for the ballot. The Association membership shall also have the power to initiate legislation by means of a written petition to the AS Council, which has been signed by ten percent (10%) of the current members of the Association.

Section B: The Initiative process shall be conducted as outlined in Elections Code, Section 18.

ARTICLE XII
Recalls

Section A: Recall:
Any elected officer or representative of the Association may be subject to recall by a petition containing a specific statement of the reasons for the proposed removal. Such petition must be signed by at least ten (10%) percent of the membership of the Association which that officer represents, and then presented to the AS Council.

The Recall process shall be conducted as outlined in Elections Code, Section 19.

ARTICLE XIII
Enabling and Amendments
This Constitution shall become the official governing document of the Association upon ratification by two-thirds (2/3) majority of the Association voting on the issue.

Section B: Amendments:
There shall be two methods of proposing an amendment to this constitution.
1. Submission of a petition signed by ten (10) percent of the Association membership to the A.S. Council. Once validated by the Elections Commission, the Elections Commission will place an amendment before the members. All proposed amendments shall be made public at least fifteen (15) school days before the election. Amendments must then be approved by two-thirds (2/3) of the total votes cast on this issue at any special or regular election held during the Fall or Spring semesters. Ratified amendments shall be incorporated herein.

2. Proposed amendments may be adopted by an affirmative vote of at least two-thirds (2/3) of A.S. Council. A vote of A.S. Council will amend the constitution, except as noted below.

   a. Any provision recommending a change in the fee.
   b. Any provision altering the term of an executive officer or council member.
   c. Any provision altering membership.

ARTICLE XIV.
Indemnification

Section A: The Associated Students shall defend any officer, representative, advisor or employee of the Corporation to the extent permissible under the Corporations Code and other applicable law.
I, MARCH FONG EU, Secretary of State of the State of California, hereby certify:

That the annexed transcript has been compared with the corporate record on file in this office, of which it purports to be a copy, and that same is full, true and correct.

IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this

MAR - 6 1991

March Fong Eu
Secretary of State
ARTICLES OF INCORPORATION
OF
ASSOCIATED STUDENTS OF
HUMBOLDT STATE UNIVERSITY

ARTICLE I
The name of this Corporation is:

ASSOCIATED STUDENTS OF
HUMBOLDT STATE UNIVERSITY

ARTICLE II
Purposes and Powers

A. This Corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for charitable purposes.

B. The specific purpose of this Corporation is to provide a means for responsible and effective participation in the governance of the campus; provide an official voice through which students' opinions may be expressed, foster awareness of this opinion both on and off campus, assist in the protection of the rights and interests of the individual student and the student body, provide services and programs as deemed necessary by the Corporation to meet the needs of the student and campus community, and stimulate the
educational, social, physical, and cultural well-being of the University community.

C. This Corporation shall have all benefits, privileges, rights and powers created, given, extended or conferred upon nonprofit corporations by the provisions of the California Nonprofit Public Benefit Corporation Law, all other applicable laws and any additions or amendments thereto.

ARTICLE III
Conformity with Regulations

This Corporation shall conduct its operations in conformity with regulations established by the Board of Trustees of the California State University as required by the Education Code, Section 89900(c) and it shall be operated as an integral part of the University as required by the California Code of Regulations Title 5, Section 42401.

ARTICLE IV
Exempt Status and Limitations on Activities

A. This Corporation is organized and operated exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.

B. Notwithstanding any other provision of these Articles,
the Corporation shall not carry on any other activities not permitted to be carried on (a) by a Corporation exempt from Federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986 or (b) by a corporation contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1986.

C. No substantial part of the activities of this Corporation shall consist of the carrying on of propaganda or otherwise attempting to influence legislation, and this Corporation shall not participate in, or intervene in (including the publishing or distribution of statements), any political campaign on behalf of any candidate for public office.

ARTICLE V
Officers and Directors

A. The manner in which Officers and Directors shall be chosen and removed from office, their qualifications, number, powers, duties, compensation, the manner of filling vacancies on the Board, and the manner of calling and holding meetings of Directors, shall be stated as in the Constitution and/or Code.

B. Officers and Directors of this Corporation are not liable
for the debts, liabilities, or obligations of this Corporation.

ARTICLE VI
Members

Membership of this Corporation is granted to all Humboldt State University students upon payment of the Associated Students membership fee.

Members of this Corporation are not liable for the debts, liabilities, or obligations of this Corporation.

ARTICLE VII
Dedication and Dissolution

A. This Corporation is not organized, nor shall it be operated, for pecuniary gain or profit, and does not contemplate the distribution of gains, profits or dividends to its members or to any private shareholder or individual. The property, assets, profits, and net income of this Corporation are irrevocably dedicated to the charitable purposes set forth in Article II, and no part of the profits or net income or assets of this Corporation shall ever inure to the benefit of any private shareholder or individual.
ASSOCIATED STUDENTS OF HUMBOLDT STATE UNIVERSITY
CERTIFICATE OF AMENDMENT
ARTICLES OF INCORPORATION
CORPORATION NO. C1682405

The undersigned certify that:

1. They are the President and Secretary/Treasurer, respectively, of Associated Students of Humboldt State University, a California corporation.

2. Article VII\(^B\) of the Articles of Incorporation of the corporation is amended to read as follows:

   B. Upon the dissolution of this corporation, net assets, other than trust funds, shall be distributed to one or more nonprofit corporations organized and operated for the benefit of Humboldt State University, and approved by the President of the University and the Chancellor of the California State University. Such corporation or corporations must be qualified for federal income tax exemption under Section 501(c) (3) of the United States Internal Revenue Code of 1986 and be organized and operated exclusively for educational purposes. In the alternative, upon dissolution of the corporation, net assets, other than trust funds, shall be distributed to Humboldt State University.

3. The foregoing amendment of Articles of Incorporation has been duly approved by the Board of Directors.

4. The foregoing amendment has been approved by the required vote of the members.

We further declare under penalty of perjury under the laws of the State of California that the matters set forth in this certificate are true and correct of our own knowledge.

DATE: 11/12/12

[Signatures]

Ellyn Henderson, President

Paul Marguirre, Secretary/Treasurer
B. Upon the dissolution of this Corporation, net assets, other than trust funds, shall be distributed to one or more nonprofit corporations organized and operated for the benefit of Humboldt State University, and approved by the President of the University and the Board of Trustees of the California State University. Such corporation or corporations must be qualified for Federal income tax exemption under Section 501 (c)(3) of the United States Internal Revenue Code of 1986 and be organized and operated exclusively for educational purposes. In the alternative, upon dissolution of the corporation, net assets other than trust funds shall be distributed to Humboldt State University.

ARTICLE VIII
Initial Agent for Services of Process

The name and address in the State of California of this Corporation's initial agent for service of process is:

John W. Francis
1901 East Lambert Road, Ste 100
La Habra, CA 90631

ARTICLE IX
Amendments

A. There shall be two methods of proposing an amendment to
these Articles of Incorporation:

1. An affirmative vote of at least two-thirds (2/3) of a quorum of Council.

2. A petition bearing the signatures of at least ten (10) percent of the total regular membership of the Associated Students.

B. Amendments must then be approved by two-thirds (2/3) of the total votes cast on this issue at any special or regular election held during the Fall or Spring semesters.

**ARTICLE X**

Name of Unincorporated Association

The name of the existing unincorporated association, now being incorporated by the filing of these Articles of Incorporation, is:

THE ASSOCIATED STUDENTS OF HUMBOLDT STATE UNIVERSITY

Dated 12-14-90

Randy M. Villa-Ramirez, Incorporator

Daniel Close, Incorporator
DECLARATION

Randy M. Villa-Ramirez and Daniel Close declare under penalty of perjury under the laws of the State of California that they are the President and Secretary, respectively, of THE ASSOCIATED STUDENTS OF HUMBOLDT STATE UNIVERSITY, the unincorporated association referred to in the Articles of Incorporation to which this declaration is attached, and that said association has duly authorized its incorporation by means of said Articles of Incorporation.

Dated 12-14-40

Randy M. Villa-Ramirez, President

Daniel Close, Secretary