

Associated Students Council
Humboldt State University
Meeting on Monday, November 26, 2012
University Center, South Lounge
2:00 p.m.
Agenda #10

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda #10 – Action Item
- IV. Chair's Report
- V. Approval of Minutes
 - A. Approval of Minutes #9 dated November 5, 2012 – 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. Program Presentations

Program Presentations are an opportunity for the AS Council to learn more about different AS funded Programs. A representative from the scheduled AS Program will present information regarding the activities of the program and opportunities to get involved. Programs are allotted ten minutes each.

 - A. Campus Center for Appropriate Technology (Stephanie Calderon)
- VIII. Appointments to Committees and Council
 - A. A. S. President (Ellyn Henderson)
 - B. A. S. Administrative Vice President (Paul Yzaguirre)
 - C. A. S. Legislative Vice President (Matthew Lutwen)
 - D. A. S. Student Affairs Vice President (Megan Reynolds)
- IX. Old Business
 - A. A.S. Election Dates; April 23, 24, & 25, 2013 – Action Item

Approval of the dates for the AS General Elections as per Associated Students Elections Code, Section 13.04. Recommended dates are April 23, 24 & 25, 2013

- X. Official Reports (10 minutes limit each speaker, additional time at discretion of Chair)
 - A. Committee Reports from Students-at-Large (This is a time for students appointed to committees/boards to give a report to Council)
 - B. College Representative Reports
 - C. Graduate Student Representative (Raymond Alvarez)
 - D. Vice President for Enrollment Management and Student Affairs (Dr. Peg Blake)
 - E. General Manager (Joan Tyson)
 - F. AS Presents (Jeff Novoa)
 - G. CSSA (Jesse Hoskins)
 - H. Legislative Vice President (Matthew Lutwen)
 - I. Student Affairs Vice President (Megan Reynolds)
 - J. Administrative Affairs Vice President (Paul Yzaguirre)

Board of Finance Report – October 22, 2012

- 1. Request from Associated Students Government from Unallocated in an amount not to exceed \$2,584.00 for the costs associated with purchase of 575 Academic Planners – Action Item
The Associated Students Government would like to provide 575 free personalized planners for students in the 2013-2014 school year. The planners would include information on Associated Students programs, events and resources for HSU students.
- 2. 2013-14 AS Budget Timeline and Application Materials – Information Item
The Associated Students Board of Finance will review draft materials to be used for the 2013-14 Budget process and suggest changes. The AS Budget Timeline and Application Materials will appear as an agenda item on the December 3, 2012 Board of Finance Agenda for review and approval.

- K. President (Ellyn Henderson)

- XI. General Council Discussion (At this time Council members and Executives may follow-up with questions regarding reports.)
- XII. New Business
- XIII. General Council Work Session
- XIV. Announcements
- XV. Adjournment

Associated Students Council
Humboldt State University
Monday, November 5, 2012
University Center, South Lounge
Minutes #9

Call to Order

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

Roll Call

Representatives Present: Ray Alvarez, Jesse Carpentier, Rachelle Dilley, Clay Gallardo, Daryl Grable, Francesca McDonald, Evan Petillo, Greg Pfothenauer, Zane St. Martin, Nina Ziccone

Representatives Absent: Tony Lapid (excused), Mick Johnson (unexcused)

Officers Present: Ellyn Henderson, Matthew Lutwen, Megan Reynolds (late), Paul Yzaguirre

Advisors Present: Jesse Hoskins, Jeff Novoa, Joan Tyson, Dr. Peg Blake

Approval of Agenda

MOTION: YZAGUIRRE/PETILLO move to approve Agenda #9 dated November 5, 2012
APPROVED

Chair's Report

Lutwen welcomed the Council and reviewed the agenda of the meeting.

Approval of Minutes

A. Approval of Minutes #8 dated October 22, 2012 – Action Item

MOTION: YZAGUIRRE/HENDERSON move to approve Minutes #8 dated October 22, 2012
APPROVED

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

Taylor Cannon, a student-at-large, spoke in favor of Old Business Item A.

Program Presentation

A. Waste Reduction & Resource Awareness Program (Caitlin Carney)

Caitlin Carney, the Waste Reduction & Resource Awareness Program (WRRAP) Fiscal Coordinator,

was present on behalf of the program. 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 on the north side of Redwood Bowl. The community can also utilize WRRAP's Reusable Office Supply Exchange (ROSE) located in House 53. More information can be found at: www.humboldt.edu/wrrap

Appointments to Committees and Council

A.S. President (Ellyn Henderson)

No Appointments.

A.S. Administrative Vice President (Paul Yzaguirre)

MOTION: HENDERSON/MCDONALD move to appoint Michelle Hameed to the University Senate Planning and Resources Committee APPROVED

A.S. Legislative Vice President (Matt Lutwen)

MOTION: ST. MARTIN/ZICCONI move to appoint Ray Alvarez to the AS Campus/Community Service Scholarship Committee APPROVED

A.S. Student Affairs Vice President (Megan Reynolds)

No Appointments

Old Business

A. Resolution No. 2012-13-5: Resolution of Opposition to the CSU's Proposed Fee Package Hikes – Action Item

This resolution opposes the proposed fee package that includes the course repeat fee, the graduation incentive fee and the third tier fee.

Lutwen opened the floor to Public Comment.

Jerry Dinzes, a student at large, was present to speak on the Resolution. Dinzes explained that the proposed fees will have a negative effect on the student body. The resolution was written by the Campus Student Union group. Dinzes noted that the Associated Students of CSU Long Beach and the Academic Senate of CSU Dominguez Hills have also authored resolutions in opposition to the fees.

There was no further Public Comment.

MOTION: YZAGUIRRE/HENDERSON move to approve Resolution No. 2012-13-5: Resolution of Opposition to the CSU's Proposed Fee Package Hikes APPROVED
AS AMENDED

Hoskins stated that he is in support of the resolution and also noted that in the fifth paragraph the number of units should be 17 rather than 16.

MOTION: YZAGUIRRE/ZICCONI move to amend paragraph five by striking 16 and replacing with 17
APPROVED

MOTION: YZAGUIRRE/DILLEY move to amend the resolution by including a 22nd paragraph:

RESOLVED, This resolution shall be sent to, but not limited to: incoming CSU Chancellor, Dr. Thomas White; outgoing CSU Chancellor, Dr. Charles Reed; All members of the CSU Board of Trustees; HSU President, Dr. Rollin Richmond; Vice President of Student Affairs, Dr. Peg Blake; Provost and Vice President of Academic Affairs, Dr. Robert Snyder; The University Senate; All University Departments; all local and State media outlets; and all CSU Associated Students

APPROVED

McDonald stated that she would like to see the fourth paragraph strengthened. Alvarez asked if there is a direct causation between graduation rates and the increased cost of tuition. Dr. Blake replied that the graduation rate has stayed stagnant.

B. Operating Agreement between California State University (CSU) and Associated Students of Humboldt State University – Action Item
Approval of the Renewal of the Operating Agreement between the Associated Students of Humboldt State University and the California State University for a term of January 1, 2013 through December 31, 2017. The AS Executive Committee has recommended approval of the Operating Agreement.

Lutwen opened the floor to Public Comment, there was no Public Comment.

MOTION: YZAGUIRRE/HENDERSON move to approve Operating Agreement between California State University (CSU) and Associated Students of Humboldt State University APPROVED

Tyson stated that the Associated Students has a five year operating agreement with the CSU that outlines the purpose and function of the Associated Students. The Operating Agreement allows the Associated Students to administer Student Body Organization Programs and Instructionally related Programs and Activities. The term of the operating agreement is January 1, 2013 through December 31, 2017 unless sooner terminated as provided for in the document.

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

St. Martin – College of Arts, Humanities and Social Sciences

St. Martin reported that he attended the *Macklemore* and *Brother Ali* show and will be attending the Voter Prep Rally tonight.

Petillo – College of Arts, Humanities and Social Sciences

Petillo reported that he attended the *Macklemore* concert. Petillo attended a meeting of the Diversity and Inclusion Committee.

Ziccone – College of Arts, Humanities and Social Sciences

Ziccone reported that she is interested in the Associated Students designing a class that would prepare students to apply to graduate school.

Carpentier – College of Professional Studies

Carpentier reported that she attended a Board of Finance meeting on October 29. Carpentier met

with the Learning Center and that they will be providing tutors for the AS Study Lounge. Carpentier is working on the AS News Stream.

Lapiz – College of Professional Studies
Lapiz was absent.

Gallardo – College of Professional Studies
Gallardo reported that he will be attending the Elder Dinner. The Campus Apartments is throwing a BBQ on Sunday. Gallardo gave a presentation on how to get internships at the MultiCultural Center and will be holding a Social Justice workshop soon.

Dilley – College of Natural Resources and Sciences
Dilley reported that she attended a meeting of the Women’s Resource Center last week. The College of Natural Resources and Sciences (CNRS) Representatives are working on their mixer.

Grable – College of Natural Resources and Sciences
Grable reported that he attended a meeting of the Student Fee Advisory Committee (SFAC). Grable is working with McDonald to gain support for the *How to Get Lucky* website.

Pfotenhauer – College of Natural Resources and Sciences
Pfotenhauer reported that he attended a SFAC meeting last Wednesday. The CNRS mixer will be on Wednesday, November 28 in Science B. CCAT classes have been cut for next semester. Pfotenhauer is working on a proposal to make the Community Garden ADA compliant.

Johnson – At Large
Johnson was absent.

McDonald – At Large
McDonald reported that she is available to assist other Council members with projects,

Alvarez – Graduate Representative
Alvarez reported that he attended the Graduate Mixer last week and spoke with students about a thesis collaboration project.

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

Dr. Blake reported that she is focusing her efforts on making sure that students can graduate in a timely manner and noted that each additional year that students stay at HSU costs the students approximately \$24,000. Dr. Blake also reported that Counseling and Psychological Services (CAPS) has received a surge of students seeking crisis counseling and that she is working with CAPS on ways to better serve students seeking services.

General Manager (Joan Tyson)

Tyson had no report.

AS Presents Coordinator (Jeffrey Novoa)

Novoa reported that both *Macklemore* and *Brother Ali* sold out. The *Rebirth Brass Band* will be playing on Monday, November 12. *Charles Bradley* will be performing on Monday, December 3.

California State Student Association (CSSA) Representative (Jesse Hoskins)

Hoskins reported that the Voter Prep Rally is tonight from 8:00 – 10:00 p.m. in Kate Buchanan Room. Lutwen will be performing as well as *Akufunkture*.

Legislative Vice President (Matt Lutwen)

Lutwen reported that Residence Housing Week was last week. Lutwen will be working with the Residence Housing Association on academic incentives for freshman. Lutwen attended the Dialogue on Race. Lutwen met with members of the administration and faculty to discuss

graduation incentives and how they will be implemented on the campus; Lutwen will continue to update the council as progress on the topic continues.

Student Affairs Vice President (Megan Reynolds)

Reynolds reported that she attended the AS Event Funding Committee and will be attending the UC Board meeting on Thursday. Reynolds encouraged Council members to attend UC Board meetings if they are interested in serving next year.

Administrative Vice President Report (Paul Yzaguirre)

Yzaguirre reported that he attended the AS Event Funding Committee meeting.

Board of Finance Report – October 22, 2012

1. Request from the California State Student Association (CSSA) to amend CSSA Budget Language #5 to allow two trips to the State Capitol in the Spring semester – Information Item
The State Legislature is out of session until late January and little benefit would be gained from a lobbying trip in the Fall semester.

Yzaguirre reported that this action was approved by the Board of Finance.

2. Request from Associated Students Government from Unallocated in an amount not to exceed \$150 for the costs associated with the purchase of 20 t-shirts for the AS Council – Information Item
The Associated Students Government would like to purchase white t-shirts that will be used to create program apparel for the 2012- 13 AS Council and Staff.

Yzaguirre reported that this action was approved by the Board of Finance.

3. Request from Associated Students Government from Unallocated in an amount not to exceed \$948 for the costs associated with the purchase of a EZ-Up Canopy with custom graphics – Action Item
The Associated Students Government would like to purchase a EZ- Up Canopy with custom graphics to improve outreach efforts. The canopy would be available for use by AS Programs.

MOTION: HENDERSON/MCDONALD move to approve the request from Associated Students Government from Unallocated in an amount not to exceed \$948 for the costs associated with the purchase of a EZ-Up Canopy with custom graphics

APPROVED

4. Request from the MultiCultural Center for suspension of AS Budget Language #14 to approve the purchase of Food for the 2012 Moon Festival in an amount not to exceed \$510 – Information Item
AS Budget Language #14 states: Clubs and Programs that receive a Cultural Programming Grant may spend up to \$200 for food for that event. Food purchases must be an integral part of the program, not the sole purpose of the program/event (i.e., a dinner). Funding has been approved by the AS Events Funding Board however the program requesting funds was unaware of the budget language.

Yzaguirre reported that the Board of Finance approved the request.

5. **Cancel or Reschedule Board of Finance Meeting: 2:00 p.m. Wednesday, November 14, 2012 – Information Item**
The 2012-13 Board of Finance Meeting Calendar includes a meeting scheduled for Wednesday, November 14, 2012. Concern was risen that quorum may not be able to be met at the September 17, 2012 meeting. The Board may Cancel or Reschedule this meeting.

Yzaguirre reported that the Board of Finance will meet on Wednesday, November 14, 2012 at 1:00 p.m.

President (Ellyn Henderson)

Henderson reported that the HSU Library will now be open for an additional 24 hours during finals week. Henderson attended the SFAC meeting and the Board of Finance Committee meeting. University Police Department is searching for a new Lieutenant and is seeking a student to serve on the hiring committee. Henderson will be creating a new list of projects for AS Council members. The Veteran's Run will be on Monday, November 12.

General Council Discussion

Carpentier and Reynolds will be meeting later in the week to discuss the AS Study Lounge event. Dr. Blake explained that only new students will be placed into majors with a maximum of 120 units; current students will maintain their catalog rights and substitutions for course work will be for class that are only every other semester. Gallardo noted that more people may be using CAPS because they are being better educated about resources on campus. Gallardo asked if any progress was made on the opportunity for Dining Services to accept CalFresh. Dr. Blake will look into the issue and also told the Council about a program to combat student hunger at San Jose State University.

General Council Work Session

There was no General Council Work Session.

Announcements

Henderson announced that the application period for the Elections Commissioner is open. Lutwen will be hosting a program during International Education Week on November 15, from 5:00 – 6:00 P.M. in Nelson Hall East 106. The Student General Assembly meets at 7:00 p.m. in the University Center, South Lounge. Lutwen gave the *You Rock Rock* to Dilley for her enthusiasm.

Adjournment

Lutwen adjourned the meeting without objection at 3:36 p.m.

Recorded by:

Rob Christensen
AS Council Assistant

Approved by:



Matt Lutwen
Legislative Vice President

Associated Students Board of Finance
Humboldt State University
Wednesday November 14, 2012
Nelson Hall East, 120
Minutes #5

Call to Order

Paul Yzaguirre called the Board of Finance meeting to order at 1:09 p.m. on Wednesday, November 14, 2012 in the Nelson Hall East 120.

Roll Call

Members Present: Paul Yzaguirre, Ellyn Henderson, Jesse Carpentier

Members Absent: Stefan Kreid (excused), Tony Lapiz (excused)

Advisor Present: Joan Tyson

Approval of the Agenda

MOTION: HENDERSON/CARPENTIER move to approve Agenda #5 APPROVED

Chair's Report

Yzaguirre reported that the Board of Finance will be reviewing the 2013-14 Budget Application and Timeline materials. Yzaguirre stated that he is working with Tyson on revising the AS Event Funding Budget Application.

Public Comment

There was no Public Comment.

Approval of the Minutes

A. Approval of Minutes #4 dated October 29, 2012 – Action Item

MOTION: HENDERSON/CARPENTIER move to approve the Board of Finance Minutes #4 dated October 29, 2012 APPROVED

Old Business

A. Request from Associated Students Government from Unallocated in an amount not to exceed \$2,584.00 for the costs associated with purchase of 575 Academic Planners – Action Item
The Associated Students Government would like to provide 575 free personalized planners for students in the 2013-2014 school year. The planners would include information on Associated Students programs, events and resources for HSU students.

MOTION: HENDERSON/CARPENTIER move to approve the request from Associated Students Government from Unallocated in an amount not to exceed \$2,584.00 for the costs associated with purchase of 575 Academic Planners APPROVED

Henderson was present on behalf of the request. Henderson stated that the Associated Students has purchased academic planners in the past and that they have been well received by HSU students. It was suggested that the HSU Academic Calendar be included. Christensen stated that he will work with the incoming AS President and Student Affairs Vice President to plan the pages.

- B. 2013-14 AS Budget Timeline and Application Materials – Information Item
The Associated Students Board of Finance will review draft materials to be used for the 2013-14 Budget process and suggest changes. The AS Budget Timeline and Application Materials will appear as an agenda item on the December 3, 2012 Board of Finance Agenda for review and approval.

Tyson went over the proposed memo to the programs and application materials that will be sent out to the programs. The applications materials will include a budget draft grid, budget justifications and a general narrative. Tyson described the timeline to the Board and explained the importance of the Board of Finance committing to the timeline once approved. This is the timeline that will be communicated to the AS Programs in the budget application materials. Tyson went over the budget process in detail and answered questions about the process. This document will be an action item at the Board of Finance meeting on Monday, December 3, 2012. Tyson also noted that if the Board of Finance were interested in adjusting the amounts allocated for director positions they would need to give notice to Tyson so that she could prepare an analysis on what the cost would be.

Announcements

There were no announcements.

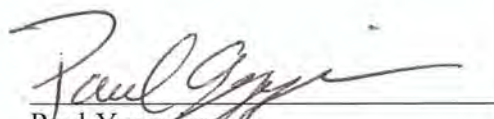
Adjournment

Yzaguirre adjourned the meeting at 1:40 p.m. without objection.

Recorded by:

Rob Christensen
A.S. Council Assistant

Approved by:


Paul Yzaguirre
A.S. Administrative Vice President
Chair Board of Finance