Associated Students Council
Humboldt State University
Meeting on Monday, April 23, 2012
University Center, South Lounge
2:00 p.m.
Agenda #21

I. Call to Order

II. Roll Call

III. Approval of Agenda #21 dated Monday, April 23, 2012 – Action Item

IV. Chair's Report

V. Approval of Minutes
   A. Approval of Minutes #18 dated April 2, 2012 – Action Item
   B. Approval of Minutes #19 dated April 9, 2012 – Action Item
   C. Approval of Minutes #20 dated April 16, 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. Closed Session (The Council may hold a closed session under circumstances authorized in Section 89307 of the Gloria Romero Open Meeting Act.) At this time the Council and Executives will go into closed session as per Associated Students Personnel Policy 302. As per the AS policy, the Vice President of Enrollment Management and Student Affairs, with the Associated Students President, will be responsible for conducting the evaluation of the AS General Manager (See attached policy).

VIII. Old Business
   A. Review and approval of the following changes to the Associated Students Committee Handbook regarding student appointments to the Instructionally Related Activities
Committee: Associated Students President (no designee permitted), Administrative Vice President (no designee permitted), one AS Council member appointed by the AS President, one AS Council member appointed by the Administrative Vice President and one Student At-large appointed by the AS President (two-year term preferred) – Action Item

Government Code section 6.07 outlines that the AS President shall recommend to the A.S. Council which Executive shall be assigned a committee appointment. The Executive Committee recommended approval of these appointment assignments on Monday, April 16, 2012.

B. Resolution 2011-12-8: An Act to Amend the Associated Students Administrative Code – Action Item

The Executive Committee has recommended changes to the Associated Students Administrative Code to reflect changes approved in the California State Student Association Budget to reduce the number of California State Student Association Representatives from two to one.

IX. 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 (Leanne Lynch)
D. Vice President for Enrollment Management and Student Affairs (Dr. Peg Blake)
E. General Manager (Joan Tyson)
F. Elections Commissioner (John Hughes)
G. AS Presents (Jeffrey Novoa)
H. CSSA (Jesse Hoskins)
I. Legislative Vice President (Kate Beyer)
J. Student Affairs Vice President (Natalie Guest)
K. Administrative Affairs Vice President (Rachel Brownell)

Board of Finance Report – Monday, April 16, 2012

A. Request from the Waste Reduction and Resource Awareness Program (WRRAP) from Capital Purchases Reserves in the amount not to exceed $1,242 for the purchase of a Dell Optiplex 990 desktop computer – Action Item

The current desktop computer utilized by WRRAP is over five years old and is losing functionality. The Dell computer will replace the current system and should last a minimum of five years.

B. Request from the Women’s Resource Center (WRC) from Capital Purchases Reserves in the amount not to exceed $1,242 for the purchase of a Dell Optiplex 990 desktop computer – Action Item

The current desktop computer utilized by WRC is seven years old and is losing functionality. The Dell computer will replace the current system and should last a minimum of five years.

C. Request from Associated Students Government from Capital Purchases Reserves in the amount not to exceed $1,290 for the purchase of a Dell Latitude E5420 laptop Computer – Action Item
The current laptop computer utilized by the AS Council Assistant is over three years old and is losing functionality. The Dell computer will replace the current system and should last a minimum of five years.

D. Request from Associated Students General Operations from General Operations Reserves in the amount not to exceed $6,000 for the costs associated with AS program website development. – Action Item
   The Eric Rofes Queer Resource Center, the Women’s Resource Center and the Student Access Gallery are in need of website development services. The websites will be updated to be compatible with the CSU Accessible Technology Initiative (ATI).

L. President (Bryan Kelly)

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. Finals Week Study Lounge – Discussion Item (Natalie Guest)

XIII. Announcements

XIV. Adjournment
Call to Order

Sarah Scudder, Vice Chair, called the meeting to order at 2:00 p.m. in the University Center, South Lounge.

Roll Call

Representatives Present: Nick Bollier, Brandon Durr, Ellyn Henderson, Stefan Kreid, Matthew Lutwen, Leanne Lynch, Greg Pfotenhauer, Cam Pham, Sarah Scudder, Hayden Thomas, Jason Wells, Paul Yzaguirre

Representatives Absent: Ellyn Henderson (excused)

Officers Present: Bryan Kelly, Rachel Brownell, Natalie Guest

Officers Absent: Kate Beyer (excused)

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

Approval of Agenda

MOTION: PHAM/KREID move to approve Agenda #18 dated April 2, 2012 APPROVED

Chair’s Report

Scudder stated that she would be chairing the meeting in Beyer’s absence.

Approval of Minutes

A. Approval of Minutes #17 dated March 19, 2012 – Action Item

MOTION: PHAM/KREID move to approve Minutes #17 dated March 19, 2012 APPROVED

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

Pam Ward, a student-at-large, commented on ballot initiatives. Ward stated that the ballot initiatives under consideration during Old Business should be approved and that the Council should exercise its right to survey the student body through the AS General Election. Ward also stated that policy should be created by the University that would require the university to consult the student body through ballot on large construction projects that are funded by student fees.

Appointments to Committees and Council
A. S. President (Bryan Kelly)
No Appointments.

A. S. Administrative Vice President (Rachel Brownell)
No Appointments.

A. S. Legislative Vice President (Kate Beyer)
Absent.

A.S. Student Affairs Vice President (Natalie Guest)
No Appointments.

Old Business

A. Review and Approval of the 2012-2013 Associated Students Budget as presented to the Associated Students Council on March 5, 2012.

The Board of Finance forwarded the recommended budgets for A.S. Programs to Council on March 5, 2012. Council is scheduled to act at this meeting on the 2012-2013 Associated Students recommended budget. If A.S. Program Directors wished to appeal the Board of Finance’s recommendation to Council, they were to deliver 20 copies of their appeal narrative and justification to the Associated Students Business Office no later than 5:00 p.m. on Wednesday, March 28, 2012. Each program that appeals will be given five minutes to make their presentation to Council and Council will be given five minutes to ask questions. No adjustments will be made until all of the programs requesting appeals have been heard.

It is also possible that Council may decide to call in programs for which they have questions. If that happens, programs selected will be asked to appear at the following A.S. Council meeting, scheduled for Friday, April 9, 2012 at 2:00 p.m. If a program is not called in by Council, and the program does not appeal, the program will not have their recommended budgets altered. (Please note: for a program to be called in by Council, at least a majority of the members must vote to do so.)

Following hearing appeals, Council will make a motion to approve the recommended budget, proceed through budget language and each A.S. Program providing an opportunity for discussion, questions and comments followed by a vote on the whole document—minus any programs called in by Council.

Brownell opened Public Comment on the Budget.

There was no Public Comment.

The following program is appealing the Board of Finance recommendation. They will have five minutes to make their presentation, after which Council will have five minutes for a question and answer period.

A. AS Presents Budget Language
Bryan Kelly, AS President, was present on behalf of the appeal. Kelly requested that the following language be amended as follows in the AS Presents Budget:

$5,000 of the A.S. subsidy shall be set-aside for events as determined by the AS President in consultation with the AS Executive Committee and the AS General Manager. CenterArts, the producers of AS Presents events, shall be notified of an event in a timely manner and shall advise and assist, as agreed upon, with aspects of event coordination, production and management in the same process as an AS Presents event selected by the AS Presents Committee.

MOTION: PHAM/KREID move to approve the 2012-13 AS Recommended Budget Associated Students Budget as presented to the Associated Students Council on March 5, 2012

APPROVED

Brownell explained that the Council will first review the proposed 2012-13 Budget Language and would then proceed through each proposed AS Program budget. Brownell also noted that to amend a program’s budget the program would first need to be called in, but that a program who had appealed their budget may have their budget amended during this meeting.

2012-13 Budget Language (Applies to all programs receiving A. S. funds)

No discussion.

A.S. Programming Grants $18,000

No discussion.

AS General Operations $220,840

No discussion.

AS Insurance $9,955

No discussion.

AS Presents $97,305

MOTION: PHAM/SCUDDER move to amend the motion by including the following budget language in the AS Presents Budget: $5,000 of the A.S. subsidy shall be set-aside for events as determined by the AS President in consultation with the AS Executive Committee and the AS General Manager. CenterArts, the producers of AS Presents events, shall be notified of an event in a timely manner and shall advise and assist, as agreed upon, with aspects of event coordination, production and management in the same process as an AS Presents event selected by the AS Presents Committee.

APPROVED

Arts and Music Festival (SLAM) $4,518

No discussion.
AS Government $76,575
No discussion.

CSSA $23,460
No discussion.

CCAT $49,084
No discussion.

Children’s Center $36,454
No discussion.

Club and Program Support $20,735
No discussion

Drop-In Recreation $22,063
No discussion.

Eric Rofes Queer Resource Center $5,280
No discussion.

Film Festival $8,720
No discussion.

Graduation Pledge Alliance $3,240
No discussion

Learning Center Tutorial Program $16,626
No discussion

Marching Lumberjacks $5,800
No discussion

MultiCultural Center $56,537
No discussion
Sports Clubs $30,000
No discussion

Student Access Gallery $9,130
No discussion

WRRAP $32,620
No discussion.

Women’s Resource Center $28,141
No discussion.

YES $56,989
No discussion.

Student Life Support $5,500
No discussion.

Unallocated $8,378
No discussion.

Reserves $0
No discussion.

There was no further discussion on the 2012-13 AS Recommend Budget. The Council proceeded to vote on the Budget as a whole without any amendments.

B. Review and approval of one Legislative Vice President appointment to the University Senate Appointments and Elections Committee, one Student Affairs Vice President appointment to the Campus Climate Committee, one Administrative Vice President appointment to the University Senate Constitution and Bylaws Committee and one Administrative Vice President appointment to the University Senate Planning and Resources Committee – Action Item
The University Senate has been restructured and has created additional committees with student representation. Government Code section 6.07 outlines that the AS President shall recommend to the A.S. Council which Executive shall be assigned a committee appointment. The Executive Committee recommended approval of these appointment assignments on Friday, March 23, 2012.
MOTION: PHAM/WELLS move to approve the assignment of one Legislative Vice President appointment to the University Senate Appointments and Elections Committee, one Student Affairs Vice President appointment to the Campus Climate Committee, one Administrative Vice President appointment to the University Senate Constitution and Bylaws Committee and one Administrative Vice President appointment to the University Senate Planning and Resources Committee APPROVED.

Kelly reviewed the new committee appointment assignments with the AS Council. The newly chartered University Senate has created additional committees that include student membership.

C. Resolution No. 2011-12-6: Resolution for a Ballot Initiative Considering the Free Application for Federal Student Aid (FAFSA) – Action Item

Passage of the resolution will place questions concerning Financial Aid on the 2012 Associated Students General Election Ballot.

Scudder open public comment on Old Business Item C.

Dr. Blake commented that she had concerns regarding the third question that would be placed on the AS General Election Ballot. Dr. Blake stated that students may perceive that the University has the ability to revise policy concerning the eligibility for students to be considered a special circumstance for the purposes of qualifying for financial aid under the age of 24.

There was no further public comment on Old Business Item C.

MOTION: YZAGUIRRE/DURR move to approve Resolution No. 2011-12-6: Resolution for a Ballot Initiative Considering the Free Application for Federal Student Aid (FAFSA) APPROVED AS AMENDED

Yzaguirre stated that the third question could still be valuable as long as an effort is made to clarify that the change to a policy would need to be made at the federal level. Guest stated that the document is well written and supported the author’s intention of placing the questions on the AS General Election Ballot.

MOTION: GUEST/DURR move to amend the motion by amending paragraph 13 question three to read: Would you support a national effort to revise the Financial Aid eligibility special circumstances guidelines.

APPROVED AS AMENDED

MOTION: KELLY/DURR move to amend the amendment by striking Financial Aid and replacing with FASFA and striking national FAILS

(2) ABSTENTIONS

Would you support an effort to revise the FASFA eligibility special circumstances guidelines.

Durr stated that it is important that the language for the ballot question include the word national.

MOTION: THOMAS/BROWNELL move to amend the amendment by striking Financial Aid and inserting FASFA APPROVED

6
D. Resolution No. 2011-12-7: Resolution for a Ballot Initiative regarding Dining Services and Redwood Transit System – Action Item

Passage of the resolution will place questions concerning Dining Services beer hours and vendors and Transit Service evening schedules on the 2012 Associated Students General Election Ballot.

**Scudder opened Public Comment on Old Business Item D.**

Aaron Wilyer, a student at large and author, was present on behalf of the resolution. Wilyer serves as a member of the AS Elections Commission and explained that these questions were suggested by the Elections Commission.

Lynne Soderberg, University Police Department Chief, provided comment. Chief Soderberg is interested in the questions regarding Redwood Transit Service (RTS) and stated that the opportunity to survey students on transit needs would be beneficial to her.

**There was no further Public Comment on Old Business Item D.**

**MOTION:** DURR/PHAM move to approve Resolution No. 2011-12-7: Resolution for a Ballot Initiative regarding Dining Services and Redwood Transit System

APPROVED

AS AMENDED

Wilyer stated that he would like to request a motion to add the service Monday – Friday. Durr stated he supported adding a question regarding Sunday service.

**MOTION:** DURR/THOMAS move to amend the motion by amending paragraph seven by adding an additional question: 5. *Would you ride Redwood Transit Service more often if there was bus service on Sunday?*  

APPROVED

AS AMENDED

**MOTION:** DURR/PHAM move to amend the amendment to read:

5. *Would you ride Redwood Transit Service on Sundays if service were provided?*

a. Yes

b. No

APPROVED

Dr. Blake stated that she had concerns with the first question in paragraph seven. Dr. Blake explained that the University had spent a significant amount of time discussing the hours of beer service in the Depot over the last year and will not reconsider the policy without a compelling reason. Durr stated that he supports placing a question about beer service hours on the ballot. Guest stated that when the decision was made about the beer hours the response was “at this time we cannot find a reason to extend hours.” Guest stated that a remodel of the Depot is under consideration and that input from students on services that they would like to see will assist in plans to remodel the space. Scudder stated that questions on the ballot are advisory questions and are used to gauge the sentiment of students.

**MOTION** KELLY/PFOTENHAUER move to amend the motion by inserting the following paragraph between the fifth and sixth paragraph
WHEREAS, the HSU Administration addressed the beer service hours issues during the 2011-12 academic year and determined that there was no overwhelming reason to increase beer service hours at this time; and,

MOTION: GUEST/SCUDDER move to amend the motion by adding an additional option to question one of the original seventh paragraph: d. the depot should not serve beer

APPROVED

MOTION: BROWNELL/PHAM move to amend the motion by amending the third question of the original seventh paragraph by striking Thursday and replacing with Friday.

APPROVED

MOTION: KELLY/THOMAS move to call the question

FAILS

MOTION: LYNCH/KELLY move to amend the motion by amending the fourth question of the original seventh paragraph to read: What time should there be an additional southbound Redwood Transit Service bus on Monday – Friday.

APPROVED

Kelly called the question. There was no objection to calling the question.

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

Committee Reports from Students-at-Large

No report.

Scudder – College of Arts, Humanities and Social Sciences
Scudder reported that the Humboldt Energy Independence Fund committee has approved designs for signs.

Durr – College of Arts, Humanities and Social Sciences
Durr reported that the Residence Housing Association is planning on voting about the location of a Community Garden in the Residence Hall. The Marching LumberJacks spring concert will be at the Arcata Theater Lounge on Friday, April 13 at 7:00 p.m. The University Resource and Planning Committee will be meeting this coming Friday. Applications for the California Higher Education Student Summit (CHESS) will be due on Thursday, April 5.

Thomas – College of Arts, Humanities and Social Sciences
Thomas reported that the Arts, Humanities and Social Sciences mixer has been postponed and an official date will be forthcoming. There is an Elections Commission meeting today. Thomas reported that the Eric Rofes Center has canceled their last couple of meetings.

Pham – College of Professional Studies
Pham reported that the Activities Coordinating Board/MultiCultural Center (ACB/MCC) Allocation Board will be meeting tomorrow morning. The Diversity Program Funding Committee will be meeting before the end of the semester.

Yzaguirre – College of Professional Studies
Absent.

Kreid – College of Professional Studies
Kreid reported that he attended a Board of Finance meeting. The men's crew team is hosting a set of regattas this month. The Fencing Club sent a member to a competition in Miami. HSU will be hosting a Fencing Competition on Friday, April 20.

Wells – College of Natural Resources and Sciences
Wells attended and chaired the Student Fee Advisory Committee meeting. Wells will be lobbying with the Associated Students Lobby Corps with field representative for Senator Noreen Evans and Assembly member Wes Chesbro.

Bollier – College of Natural Resources and Sciences
Bollier reported that the College of Natural Resources and Sciences mixer is April 26, 2012 in the Goodwin Forum. Bollier is assisting with the Bio-Diversity Conference and is assisting with funding and logistics.

Henderson – College of Natural Resources and Sciences
Absent.

Lutwen – All University
Lutwen reported that the Nick Waterhouse show will be coming up in late April. Youth Educational Services (YES) program assisted with the Jefferson Community Center clean up on Cesar Chavez day.

Pfotenhauer – At Large
Pfotenhauer reported that YES was unable to volunteer at Pacific Union because of the weather on Cesar Chavez day. Pfotenhauer will be attending the Residence Housing Meeting.

Graduate Student Representative (Leanne Lynch)
Lynch reported that the Camus Center for Appropriate Technology has begun their hiring process for the 2012-13 academic year. Lynch is working with the Student Health Advisory Committee to promote testicular cancer awareness.

Vice President of Enrollment Management and Student Affairs (Peg Blake)
No report.

General Manager (Joan Tyson)
Tyson reported that there is an Instructionally Related Activities Committee meeting on Friday. Tyson gave the You Rock Rock to Brownell.

Elections Commissioner (John Hughes)
Hughes reported that Intercollegiate Athletic Advisory Committee will be meeting in April. Candidate packets are due to the AS Office by today at 5:00 p.m. There is also an opportunity for write-in candidates.

AS Presents Coordinator (Jeffrey Novoa)
Novoa reported that the Yellow Ostrich show sold 245 of 260 available tickets. The Wanda Jackson show will be Wednesday, April 16.

California State Student Association Representative (Jesse Hoskins)
Hoskins reported that there are no new grievances in the Student Grievance Committee. The AS Lobby Corps will be meeting with local legislative representatives on Friday, April 6 at 10:30 a.m. Hoskins will be meeting with RHA to discuss voter registration in the residence halls.
Legislative Vice President (Kate Beyer)
Absent.

Student Affairs Vice President (Natalie Guest)
Guest reported that the HSU Gamers Guild is interested in assisting with Humans vs. Zombies and will be establishing an event for next semester. Guest is interested in doing a countdown to Commencement on the quad. Guest will be discussing the Campus Mascot with Marketing and Communication.

Administrative Vice President Report (Rachel Brownell)
Brownell reported that she will attend the IRA Meeting on Friday. The Wednesday, April 4, Board of Finance meeting was canceled due to a lack of agenda items. Brownell is unable to attend the ACB/MCC Allocation Board meeting. The Community Garden was presented to RHA on Monday, March 26 and to the University Executive Committee on Thursday, March 29. Brownell thanked the Council for the work on the Budget.

Board of Finance Report – March 28, 2012

A. Request from the Campus Center for Appropriate Technology from Unallocated in the amount of $295 for the purchase of four gel batteries for use with the Mobile Energy Operating Wagon (MEOW) trailer – Information Item
The batteries will store energy collected by solar panels attached to the MEOW trailer.

The Board of Finance approved the unallocated request.

B. Request from the MultiCultural Center (MCC) to reallocate $727.75 of Hourly Wages for the position of Native American Community Outreach Coordinator to Hourly Wages. – Information Item
This position became vacant at the beginning of the Spring 2012 semester.

The Board of Finance approved the transfer.

C. Request from the MCC to reallocate $811.50 of Hourly Wages for the position of Social Justice Summit Coordinator to Hourly Wages. – Information Item
This position became vacant at the beginning of the Spring 2012 semester.

The Board of Finance approved the transfer.

President (Bryan Kelly)
Kelly reported that he will be chairing the IRA meeting this Friday and that the committee will review submitted budget request. There are a couple new programs seeking funds from IRA. HSU will have a unit cap of seventeen units per student next semester.

General Council Discussion
The unit cap will affect Graduate Students. Blake encouraged student to apply for graduation a minimum of three semesters in advance. Scudder encouraged students to support students riding in the AIDS Life Cycle.

Announcements
Lynch announced that today is Autism Day and this week is Testicular Cancer week. Guest announced that next Friday is Spring Preview.

**Adjournment**

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

Recorded by:

Rob Christensen  
AS Council Assistant

Approved by:

Sarah Scudder  
Vice Chair
Call to Order

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

Roll Call

Representatives Present: Nick Bollier, Brandon Durr, Stefan Kreid, Matthew Lutwen, Leanne Lynch, Greg Pfotenhauer, Cam Pham, Sarah Scudder, Hayden Thomas, Jason Wells, Paul Yzaguirre

Representatives Absent: Ellyn Henderson (excused)

Officers Present: Bryan Kelly, Rachel Brownell, Kate Beyer, Natalie Guest

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

Approval of Agenda

MOTION: PHAM/BOLLIER move to approve Agenda #19 dated April 9, 2012 APPROVED

Chair’s Report

Beyer had no report.

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

There was no Public Comment.

Appointments to Committees and Council

A. S. President (Bryan Kelly)
No Appointments.

A. S. Administrative Vice President (Rachel Brownell)
No Appointments.

A. S. Legislative Vice President (Kate Beyer)
No Appointments.

A. S. Student Affairs Vice President (Natalie Guest)
No Appointments.
Old Business

There was no Old Business.

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

Committee Reports from Students-at-Large
No report.

Scudder – College of Arts, Humanities and Social Sciences
The Humboldt Energy Independence Fund received a presentation from a graduate student who is writing a dissertation on HEIF and gave suggestions on what HEIF can improve on. The International Program Screening Committee has completed its work for the year. Scudder is seeking information on if Drop In Recreation can subsidize open gym time for Adult Gymnastics at the Arcata Community Center. A piggy bank has been placed in the AS office to collect change for two students participating in the AIDS Life Cycle.

Durr – College of Arts, Humanities and Social Sciences
The College of Arts Humanities and Social Science (CAHSS) mixer will be Thursday, April 19, from 5:00 – 7:00 p.m. in the University Center, South Lounge. The Lobby Corps committee has been providing information to students who are interested in attending the California Higher Education Student Summit (CHESS) and has received fifteen applications. The Lobby Corps went on in-district lobby visits on Friday, April 6. Durr stated that the University Planning and Resources Committee (UPRC) met on April 6 and reviewed the committee’s bylaws. The Marching Lumberjacks will be performing on Friday, April 13 at 7:00 p.m. at Arcata Theater Lounge.

Thomas – College of Arts, Humanities and Social Sciences
The Eric Rofes Queer Resource Center is assisting in Take Back the Night on April 13. Sex Land will be the weekend of April 26.

Pham – College of Professional Studies
No report.

Yzaguirre – College of Professional Studies
The UPRC is beginning to form its committee charge and will become the University Level Budget Committee. The UPRC received a comparison of HSU’s graduation rates compared to other CSU’s; HSU ranks 20 out of 23 campuses.

Kreid – College of Professional Studies
The Board of Finance Meeting on April 4 was canceled due to a lack of agenda items. The Sports Clubs Council will be reviewing budget requests submitted by sports clubs. Many sports clubs will be tabling on Friday, April 13 for Spring Preview.

Wells – College of Natural Resources and Sciences
Wells attended the Lobby Corps meeting last Friday and met with the district representative for State Senator Noreen Evans and Assembly Member Wes Chesbro.

Bollier – College of Natural Resources and Sciences
The College of Natural Resources and Sciences mixer is scheduled for April 26 from 4:00-6:00 p.m. Bollier will be taking students on hikes during Spring Preview.

Henderson – College of Natural Resources and Sciences
Absent.
Youth Education Services is completing its community service projects over the next few weeks and is interviewing directors for YES Programs for 2012-13.

Pfotenhauer – At Large
The Residence Housing Association (RHA) reviewed the Community Garden proposal at its April 2 meeting and is planning to send a survey to residents and will be hosting a forum on Wednesday, April 18 at 5:00 p.m.

Graduate Student Representative (Leanne Lynch)
The Graduate Program Coordinator has sent an e-mail to all HSU graduate student about the AS Graduate vacancy for the following year. Guest and Lynch are creating a manual for the campus mascot. The campus mascot will be attending events for Spring Preview on April 13.

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

General Manager (Joan Tyson)
The Instructionally Related Activities (IRA) Committee met on Friday, April 6. Three of the students members did not attend the meeting. Tyson noted that the IRA Committee allocates approximately $500,000 of student fee money and it is important that students attend the meeting.

Elections Commissioner (John Hughes)
The Intercollegiate Athletic Advisory Committee has not met recently. The Elections Commission met on Friday, April 6 to discuss a candidate who was disqualified from the ballot for failure to attend the candidate orientation meeting.

AS Presents Coordinator (Jeffrey Novoa)
AS Presents will be hosting a Wanda Jackson show on Wednesday, April 18 in the Depot. The show is $15.00 for HSU Students and $25.00 for the general public. Free tickets for AS Council members may be picked up from the ticket office on the day of the show.

California State Student Association Representative (Jesse Hoskins)
Hoskins reported that the Associated Students Lobby Corps met with the staff members for Assembly Member Wes Chesbro and State Senator Noreen Evans. Hoskins is working on details for the CHESS Conference.

Legislative Vice President (Kate Beyer)
Beyer reported that World Water Day will be on Thursday, April 12 on the Quad. The Alcohol and Other Drug Abuse Prevention Committee produced a video on cigarette litter on campus.

Student Affairs Vice President (Natalie Guest)
Guest reported that the Student Affairs Advisory Committee is preparing for Study Lounge and Guest will be working with the incoming AS Vice President of Student Affairs on the details.

Administrative Vice President Report (Rachel Brownell)
The Campus Community Garden Committee is sending a survey out to residents to gauge interest in a community garden. The Lumberjack newspaper will be covering the community garden in an upcoming issue. The Board of Finance will be meeting on Monday, April 16. The Sustainable Living Arts and Music Festival will be on Saturday, April 21.

President (Bryan Kelly)
The IRA Committee met last week and three of the student members did not attend. The Committee awarded an additional $2,500 to the United States Institute for Theatre Technology (USITT) program. Kelly stated that when students do not attend the meetings it skews the number of voting members on the
committee to favor non-students. Kelly is planning to consider a change to the structure of student appointments to the Committee to ensure that a similar situation does not happen again. Kelly is continuing to work on finalizing a location for the community garden. Kelly has received feedback from students that they are unable to register for classes for Fall 2012 because of the unit cap. Kelly is planning to schedule a meeting with Dr. Blake and Bob Snyder, HSU Provost, to discuss issues regarding Fall 2012 enrollment.

**General Council Discussion**

Club Spots has admitted Disc Golf as a new recognized club. Durr expressed concern about students who had not attended the IRA Committee meeting. Scudder asked why the University was not utilizing waitlists for classes. Kelly responded that waitlists are being utilized and are already full. Pham asked for a review of the structure of the IRA Committee. Kelly stated that the IRA Committee is made up of three faculty members, two administrators, three student appointments, the AS President and the AS Administrative Vice President. Wells stated that he would support rescinding the appointments of IRA Committee members who have not been attending.

**General Council Work Session**

A. **2012 Elections – Discussion Item (John Hughes)**

Hughes provided copies of the AS Voter’s Guide and encouraged the Council to inform students about write-in opportunities. The Elections are April 17-19 and Hughes requested that the Council sign up to table on the UC Quad.

B. **Learning Outcomes Budget Post-Assessment – Discussion (Rob Christensen)**

The Council participated in the Post Assessment of the Student Learning Outcomes for the AS Budget process.

**Announcements**

It was announced that Angela Davis tickets are now available. The Waste Reduction Resource Awareness Program will be hosting Donation Dash during finals week. Scudder stated that the Invisible Children’s club is hosting “cover the night” to educate students on the club’s mission. Brownell gave Wells the You Rock Rock for his enthusiasm.

**Adjournment**

Beyer adjourned the meeting without objection at 3:40 p.m.

Recorded by:

Rob Christensen
AS Council Assistant

Approved by:

Kate Beyer
Legislative Vice President
**SPECIAL MEETING**
Associated Students Council
Humboldt State University
Monday, April 16, 2012
University Center, South Lounge
**Minutes #20**

Call to Order

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

Roll Call

Representatives Present: Nick Bollier, Brandon Durr, Ellyn Henderson, Stefan Kreid, Matthew Lutwen, Leanne Lynch, Greg Pfotenhauer, Cam Pham, Hayden Thomas, Jason Wells

Representatives Absent: Sarah Scudder (excused), Paul Yzaguirre (excused)

Officers Present: Bryan Kelly, Rachel Brownell, Kate Beyer, Natalie Guest

Advisors Present: Jesse Hoskins, John Hughes, Jeff Novoa, Joan Tyson

Approval of Agenda

MOTION: THOMAS/DURR move to approve Agenda #20 dated April 16, 2012 APPROVED

Chair’s Report

Beyer reported that the meeting should be short in length.

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

Dean Hart, the Director of Alumni Association, was present to comment. Hart commented that the Alumni Association is hosting a series of speakers on campus on Friday, April 20. Hart wanted to invite the AS Council to hear Dr. Dean Brescani, President of North Dakota State University on Friday, April 20 from 12:00 – 1:30 p.m. in Nelson Hall East 106. Hart commented that lunch will be provided and requested that the Associated Students contact the Alumni office with a headcount.

Appointments to Committees and Council

A. S. President (Bryan Kelly)

Kelly reviewed absences from the last Instructionally Related Activities (IRA) meeting and reported that Jeana Linstrot-Graves had submitted a letter of resignation to Kelly.
MOTION: BOLLIER/PHAM move to appoint Jeff Novoa to the Instructionally Related Activities Committee APPROVED

The Council discussed a member who has missed multiple IRA Committee meetings. Brownell and Wells supported the idea of a motion to remove a member of the Instructionally Related Activities Committee who had missed a majority of meetings. Lutwen stated that although there are reasons to support students who have committed to the position, he was concerned about the committee member’s attendance record. Guest asked Tyson for information regarding the absences of Adrian Batres and Lena Ransfer, students on the IRA Committee. Tyson responded that Batres has missed three meetings and Ransfer has missed two meetings. Henderson stated that the alternative applicant would provide better service to the IRA Committee. Kelly requested a motion to rescind the appointment of Adrian Batres.

MOTION: KELLY/WELLS move to rescind the appointment of Adrian Batres to the Instructionally Related Activities Committee APPROVED (1) ABSTENTION

MOTION: PHAM/KREID move to appoint Kate Beyer to the Instructionally Related Activities Committee APPROVED

A. S. Administrative Vice President (Rachel Brownell)
No Appointments.

A. S. Legislative Vice President (Kate Beyer)
No Appointments.

A.S. Student Affairs Vice President (Natalie Guest)
No Appointments.

Adjournment

Beyer adjourned the meeting without objection at 3:40 p.m.

Recorded by:

Rob Christensen
AS Council Assistant

Approved by:

Kate Beyer
Legislative Vice President
Call to Order

Rachel Brownell called the Board of Finance meeting to order at 2:00 p.m. Monday, April 16, 2012 in Nelson Hall East 120.

Roll Call

Members Present: Rachel Brownell, Bryan Kelly, Stefan Kreid, Paul Yzaguirre, Marshall Hendricks
Advisor Present: Joan Tyson

Approval of the Agenda

MOTION: KELLY/KREID move to approve Board of Finance Agenda #12 APPROVED

Chair's Report

Brownell reported that there may be a need for an additional Board of Finance meeting. Brownell also noted that the balance of the Capital Purchases Reserves is $100,345.

Approval of the Minutes

MOTION: HENDRICKS/KREID move to approve the Board of Finance Minutes #11 dated March 28, 2012 APPROVED

Old Business

A. Request from the Waste Reduction and Resource Awareness Program (WRRAP) from Capital Purchases Reserves in the amount not to exceed $1,242 for the purchase of a Dell Optiplex 990 desktop computer – Action Item
   The current desktop computer utilized by WRRAP is over five years old and is losing functionality. The Dell computer will replace the current system and should last a minimum of five years.

MOTION: YZAGUIRRE/KELLY move to approve the request from the WRRAP from Capital Purchases Reserves in the amount not to exceed $1,242 for the purchase of a Dell Optiplex 990 desktop computer APPROVED

Sarah Niznik, Fiscal Director for WRRAP, was present on behalf of the request. Niznik explained that the current computer can take over 30 minutes to start up and is unable to run multiple programs and that the computer often crashes. Christensen provided an overview of the Dell Optiplex 990, a computer recommended by the campus Academic Information Services. It was also noted that the older computer would be sent to E-waste and that useable parts would be salvaged by campus IT.
B. Request from the Women’s Resource Center (WRC) from Capital Purchases Reserves in the amount not to exceed $1,242 for the purchase of a Dell Optiplex 990 desktop computer – Action Item

The current desktop computer utilized by WRC is seven years old and is losing functionality. The Dell computer will replace the current system and should last a minimum of five years.

MOTION: KREID/YZAGUIRRE move to approve the request from the Women’s Resource Center (WRC) from Capital Purchases Reserves in the amount not to exceed $1,242 for the purchase of a Dell Optiplex 990 desktop computer  APPROVED

Liliana Gandarilla, the WRC Newsletter Editor was present on behalf of the request. Gandarilla explained that the computer in the WRC was purchased in 2005 and has begun to run slowly. Students within the program are unable to run multiple programs at one time.

C. Request from Associated Students Government from Capital Purchases Reserves in the amount not to exceed $1,290 for the purchase of a Dell Latitude E5420 laptop Computer – Action Item

The current laptop computer utilized by the AS Council Assistant is over three years old and is losing functionality. The Dell computer will replace the current system and should last a minimum of five years.

MOTION: KREID/YZAGUIRRE move to approve the request from Associated Students Government from Capital Purchases Reserves in the amount not to exceed $1,290 for the purchase of a Dell Latitude E5420 laptop Computer  APPROVED

Rob Christensen, AS Council Assistant, was present on behalf of the request. The Dell Vostro laptop that the AS Council Assistant uses for minutes often fails during meetings and needs to be restarted. The Vostro laptop has been updated by the campus and is unable to receive any additional memory to improve performance. The Dell Latitude E5420 has been recommended by HSU’s Academic Information Services and should last a minimum of five years.

D. Request from Associated Students General Operations from General Operations Reserves in the amount not to exceed $6,000 for the costs associated with AS program website development. – Action Item

The Eric Rofes Queer Resource Center, the Women’s Resource Center and the Student Access Gallery are in need of website development services. The websites will be updated to be compatible with the CSU Accessible Technology Initiative (ATI).

MOTION: HENDRICKS/YZAGUIRRE move to approve the request from Associated Students General Operations from General Operations Reserves in the amount not to exceed $6,000 for costs associated with AS program website development  APPROVED

Rob Christensen, AS Council Assistant, was present on behalf of the request. Christensen stated that the Eric Rofes Queer Resource Center does not currently have a web presence, the Student Access Gallery has a small web presence on the Club & Activities website and the Women’s Resource Center website has not been updated since Fall, 2010. Christensen stated that the cost to build the website will be approximately $1,500 for each individual website and $1,500 for the design of a template. Each website will be compliant with the CSU Accessible Technology Initiative (ATI). The website interface will allow student directors in the program to maintain the website without the need for a lot of training. The Associated
Students office will also be able to assist student directors with the websites when necessary.

**Adjournment**

Brownell adjourned the meeting at 2:18 p.m. without objection.

Recorded by:

Rob Christensen
A.S. Council Assistant

Approved by:

Rachel Brownell
A.S. Administrative Vice President
Chair Board of Finance
Section: Policy Statement – Personnel

Subject: Annual Performance Appraisal of General Manager

Purpose: To provide the Associated Students General Manager with an annual performance appraisal.

New/Revised: October 4, 2010

Council Adoption Date: February 5, 2001

The Humboldt State University Vice President of Student Affairs, with the Associated Students (AS) President, will be responsible for developing a written performance appraisal of the AS General Manager by the end of each spring semester.

In closed session during a regularly scheduled meeting of the Associated Students Council, the Vice President of Student Affairs and the AS President will invite verbal comments from the members of the Associated Students Council and Executives. Written comments may also be accepted. The Vice President of Student Affairs and the AS President may also solicit comments from other students, campus administrators, and/or staff as appropriate.

The AS Council has the option to invite the General Manager to attend the closed session in order to ask questions and/or offer comments.

The Vice President of Student Affairs will meet with the AS General Manager and discuss the performance appraisal. Following this conference, the Vice President of Student Affairs will finalize the review in writing. The AS General Manager may respond in writing to items concerning the performance appraisal.

The Vice President of Student Affairs will provide the AS General Manager with a copy of the final written performance appraisal and maintain an ongoing file of the annual performance appraisals.

It will be the responsibility of the Vice President of Student Affairs to establish the annual compensation level of the AS General Manager based on the level of responsibility and comparability of similar positions. The Vice President of Student Affairs may also approve a merit increase when appropriate.

Personnel Policies
RESOLUTION No. 2011-12-8

AUTHORED BY: AS Executive Committee

REFERRED TO: AS COUNCIL
ACTION SCHEDULED: April 23, 2012

SUBJECT: An Act to Amend the Associated Students Administrative Code

Whereas, The Associated Students Executive Committee has recommended a change to the Administrative Code to consolidate the CSSA Representative into one position; and,

Whereas, The Associated Students Council has approved the 2012-13 AS Recommended Budget with funding for one CSSA representative; therefore,

BE IT ENACTED, by the Associated Students Council that the following changes are made to the Associated Students Administrative Code.

ASSOCIATED STUDENTS ADMINISTRATIVE CODE

Section 4. The California State Student Association (CSSA) Representatives

4.01 The CSSA Representative(s) shall be two a student(s)-at-large who are is not a members of the AS Council. (12/11)

4.02 The CSSA Representative(s) shall be assistants to the A.S. President. (12/11)

4.03 California State Student Association Representative must meet the qualifications to be a student office holder as outlined in Elections Code, Section 5, Minimum Academic Qualifications for Office Holders. (12/11)

4.04 Three weeks prior to the application due date, the position(s) will be advertised as open. The CSSA Representative(s) shall be nominated by the AS President and approved by a two-thirds (2/3) vote of Council. (12/11)

4.05 The new A.S. President, at the Council transition meeting, may
recommend appointment of the CSSA Representative(s) positions for the new academic year. (12/11)

4.06 The new A.S. President shall designate at the time of nomination one of the two representatives as the Senior CSSA Representative. (12/11)

4.076 The Senior-CSSA Representative shall have the voting authority on behalf of the A.S. for all matters coming before the CSSA Board of Directors. (12/11)

4.087 Both The CSSA Representatives shall:

a. Attend CSSA meetings on a monthly basis;
b. Attend bi-weekly ASC meetings;
c. Attend Associated Students Council fall, week-end orientation/retreat and spring retreat;
d. Provide the A.S. Council with complete and timely information and reports regarding meetings, pending state and national legislation affecting higher education and issues involving the CSU system;
e. Be as active as possible, keeping current on any issues of importance;
f. Coordinate arrangements for any council members that also wish to attend CSSA meetings as the budget may provide;
g. Coordinate arrangements for council members (and other interested students) that wish to attend the California Higher Education Student Summit (CHESS) conference;
h. Serve through the CSSA transitional meeting in June;
i. Develop the CSSA budget request for the following year.
j. Co-Chair the Associated Students Lobby Corps. (12/11)

Section 7. Associated Students Lobby Corps

7.01 The Associated Students Lobby Corps mission is to lobby on behalf of the students at Humboldt State University, develop relationships with elected officials that represent HSU students and increase participation in elections through Voter Registration and Education initiatives. (12/11)

7.02 The Humboldt State University Associated Student Lobby Corps shall be Co-Chaired by the CSSA Representatives and shall have six students appointed by the AS Council as outlined in the AS Committee Handbook.
7.03 The Co-Chairs will be responsible for:

a. Coordinating the meetings of the Associated Students Lobby Corps;
b. Arranging travel for the Associated Students Lobby Corps;
c. Scheduling and organizing effective training for the Lobby Corps; and,
d. Staying abreast on current issues and legislation effecting higher education in the CSU system and at Humboldt State University.

7.04 The Lobby Corps will be responsible for coordinating voter registration drives and may also coordinate voter education opportunities that present issues and candidates to the student body. Two appointed members of the Lobby Corps will work closely with the Co-Chairs to develop and organize voter registration and education. (12/11)

7.05 The Lobby Corps will lobby on behalf of students at HSU on priority legislation identified by the California State Student Association Board and/or on issues identified by the CSSA representatives in consultation with the AS President. The Lobby Corps may provide input or recommend a position on state and federal issues for the AS Council to consider. Two appointed members of the Lobby Corps will work closely with the Co-Chairs to develop and organize annual lobbying efforts on behalf of the Associated Students. (12/11)

7.06 The Lobby Corps will maintain relationships with elected officials outside of the University that represent HSU students. The Lobby Corps may provide input or recommend a position on local issues for the AS Council to consider. Two appointed members of the Lobby Corps will work closely with the Co-Chairs to monitor local issues that affect students and develop relationships with local governmental bodies. (12/11)