Associated Students Council  
Humboldt State University  
Meeting on Monday, October 7, 2013  
Nelson Hall East, Goodwin Forum  
3:00 p.m.  
Agenda #6

I. Call to Order

II. Roll Call

III. Approval of Agenda #6 dated October 7, 2013 – Action Item

IV. Chair's Report

V. Approval of Minutes
   A. Approval of Minutes #4 dated September 9, 2013 – Tabled Action Item
   B. Approval of Minutes #5 dated September 23, 2013 – 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. TIME CERTAIN 5:00 P.M. – 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. Official Reports (10 minutes limit each speaker, additional time at discretion of Chair)

   A. Administrative Affairs Vice President (Vacant)
Board of Finance Report – Monday, September 30, 2013 (Report to be given by the AS President)

1. Board of Finance Orientation – Information Item
   The Board of Finance will receive an orientation that will cover Board of Finance procedures including Fiscal Code, the 2013-14 Budget and the Unallocated process. These items are included in the Board of Finance binder.

2. Reserve Policy, Fund Designation and Procedure for Expenditure – Information Item
   The Associated Students 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.

3. A. S. Board of Finance 2013-14 Standing Rules and Meeting Dates – Information Item
   These are the rules by which the Board of Finance agrees to operate their meetings. Also included is the proposed 2013-14 meeting schedule.

4. Request from the HSU Club Humboldt Student Food Collective from Unallocated in an amount not to exceed $2,500 for costs associated with the Fall 2013 California Student Sustainability Coalition (CSSC) Fall Convergence hosted at Humboldt State University November 9-10, 2013 – Action Item
   The Board of Finance will consider a request to fund a portion of the CSSC Fall Convergence, a two day event which students from across California gather to build community, share resources and best practices, plan action, attend workshops, celebrate, and actively collaborate on campus policies, research projects, and curriculum.

B. Student Affairs Vice President (Victor Arredondo)
C. Legislative Vice President (Mark Teeter)
D. Council Representative Reports
E. External Affairs (Vacant)
F. AS Presents (Kobe Thompson)
G. President (Jacob Bloom)
H. Vice President for Enrollment Management and Student Affairs (Dr. Peg Blake)
I. General Manager (Joan Tyson)

IX. Old Business

A. Resolution 2013-14-4: Resolution to Allocate Field Usage for Club Sports Specifically to the Redwood Bowl for a Full Day without Institution Interference or Local Interference – Tabled Action Item
   The A.S. Council will consider approval of a resolution that requests that the Campus Fields Oversight Committee allocate full day usage to any Sports Clubs Program, whose season is in effect and calls for full day usage of the Redwood Bowl.

B. Resolution 2013-14-5: Resolution for Semesterly Parliamentary Procedure Trainings and Leadership Conferences – Tabled Action Item
The A.S. Council will consider approval of a resolution that resolves that the Associated Students host at least one leadership conference and parliamentary procedure workshop each semester.

C. Resolution 2013-14-6: Resolution to Allocate Field Usage for Club Sports, Specifically to the Redwood Bowl – Action Item
The A.S. Council will consider approval of a resolution that resolves that the Associated Students request that the Campus Fields Oversight Committee allocate the Redwood Bowl for the purpose of home games to any Sport Clubs Program or HSU Athletic Team whose season is in effect

D. Resolution 2013-14-7: Resolution Calling for Increased Student Participation on the Fields Oversight Committee – Action Item
The A.S. Council will consider approval of a resolution that resolves that the Associated Students request that the University President restructure the Fields Oversight Committee to accommodate two student representatives to be appointed by the Associated Students, one an intercollegiate athlete and the other an intramural or club sports athlete.

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. Resolution Furthering Support for Arts in the Quad Programming – Discussion Item (Jerry Dinzes)
Dinzes will seek input on a resolution that may be considered on a future AS agenda. The resolution would supersede A.S. Resolution 2013-14-1 and resolves that AS Presents shall prioritize the funding of affordable and quality student based art events and provide Arts in the Quad programming no less than three times per semester through the Fall 2014 Semester.

B. Appointment Process – Discussion Item (Jacob Bloom & Mark Teeter)
Bloom and Teeter will discuss the logistics of forming an ad-hoc committee with the aim of creating a more efficient process for the appointment of student representatives to committees and advisory councils. An outline of basic organizational structure with a general legislative approach will be presented.

XIII. Announcements

XIV. Adjournment
Call to Order

Mark Teeter, Legislative Vice President, called the meeting to order at 3:01 p.m. in Nelson Hall East, Goodwin Forum.

Roll Call

Representatives Present: Victor Arredondo, Nicholas Colbrunn, Ana Cortes, Jerry Dinzes, Jessie Holtz, Corinne Krupp, Jackie Martinez, Mary May (late), Taylor Mitchell, Lino Sanchez

Representatives Absent: Fabiola Quiroz (unexcused)

Officers Present: Jacob Bloom, Mark Teeter

Advisors Present: Joan Tyson, Dr. Peg Blake, Kobe Thompson

Approval of Agenda

MOTION: DINZES/KRUPP move to approve Agenda #4 dated September 9, 2013 APPROVED

Chair’s Report

Teeter reminded the AS Council to turn in their Fall 2013 schedule with office hours to Christensen in the AS Office.

Approval of Minutes

A. Approval of Minutes #3 dated August 26, 2013 – Action Item

MOTION: KRUPP/CORTES move to approve Minutes #3 dated August 26, 2013 APPROVED

May arrived at the meeting at 3:04 p.m.

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

Forust Ercole, a student at large, was present to comment. Ercole stated that he has submitted a resume and cover letter for the position of AS Administrative Vice President and would like to be appointed.

Kaitlin Carney, a student at large, read the following statement to the AS Council that was authored by her and Brandon Norris, a student at large: I would like to express some concerns which I have.
There are several open seats on the AS Council, and while I do not know how many applications you have received lately, I do know that several people applied to several open seats before the end of spring semester. One of those people seeking appointment was me. I never received a reply and neither did another applicant for the same position. Some did receive interviews but then no follow up communication. I am mostly concerned with the lack of transparency and accountability within the appointment process. What are the expectations from you for the appointment process, what qualifications are you seeking and where do applicants find this information? There is a responsibility to those who seek to participate in AS to communicate and let students know what disqualified them so they can improve themselves and learn from the process. If that closure doesn’t happen, specifically after an interview, there is an atmosphere of exclusivity. Especially in a situation where the entire executive team is being nominated for appointment by one person when these are supposed to be elected positions. If everyone appointed is expected to have the same goals as ROSA then there is going to be a false consensus on the council because there is a diversity of ideologies, values, and goals on this campus. That diversity should be represented on the council to ensure all student voices are heard. That is why AS Programs are the best way to promote change on campus. AS programs inspire students and spur change in our peers, rather than directing change from a seat of power in an exclusive council. I encourage anyone who has felt disillusioned by the current lack of engagement by leadership on the council to get involved with any of the AS programs on campus. Don’t let an initial disappointment turn to apathy. There are so many ways to get involved here and programs that would love to have your input.

Rosemary Austin, a student-at-large, commented that she is interested in being appointed on the Board of Finance.

Nicholas Rothlein, a student on the Men’s Lacrosse team, was present to comment. Rothlein stated that the Men’s Lacrosse team practices in Redwood Bowl two times a week, in the field house once a week and play games on the soccer field. Rothlein stated that the Men’s Lacrosse team would prefer to play in Redwood Bowl but are not allowed to.

Jack Warner, a student on the Men’s Lacrosse team, commented that the Men’s Lacrosse Team is penalized by their league because they are unable to host night games. Warner stated that the paint used on the fields is semi-permanent and could be removed. The head coach for the Men’s Lacrosse Team, Tony Silvaggio, contacted the manufacturer of the turf field and received no explanation as to why semi-permanent lines could not be placed. Warner stated that the Men’s Lacrosse Team could not play on the College Creek soccer field after 1:00 p.m. which limits games in the mornings. Warner stated that this was difficult on teams that travel to the area.

Dinzes stated that there is an opening on the Fields Advisory Committee for a student.

**Appointments to Committees and Council**

**A.S. President (Jacob Bloom)**

MOTION: COLBRUNN/CORTES move to recommend Taylor Mitchell for appoint to the Intercollegiate Athletic Advisory Committee APPROVED

The final appointment of students to the Intercollegiate Athletic Advisory Committee is made by the University President. Mitchell’s nomination will be forwarded to the Office of the President.
MOTION: MAY/ARREDONDO move to appoint Rosemary Austin to the Board of Finance
APPROVED

MOTION: ARREDONDO/KRUPP move to appoint Adrian Baez Alicea to the AS Events Funding Board
APPROVED

MOTION: ARREDONDO/HOLTZ move to suspend AS Government Code Section 6.03 to appoint Kerri Malloy to the Integrated Curriculum Committee
APPROVED

Malloy is in class and is unable to attend.

MOTION: COLBRUNN/ARREDONDO move to appoint Kerri Malloy to the Integrated Curriculum Committee
APPROVED

The Council discussed that they would like Malloy to be able to provide updates on curriculum changes at future AS Council meetings.

MOTION: ARREDONDO/KRUPP move to appoint Corrine Krupp to the Humboldt Energy Independence Fund (HEIF) Committee
APPROVED

MOTION: ARREDONDO/CORTES move to appoint Mary May to the Sexual Assault Prevention Committee
APPROVED

MOTION: MAY/MITCHELL move to recommend Jerry Dinzes to the Sponsored Programs Foundation
TABLED

Christensen noted that CSU Memorandum AA-2011-05: Student Representation on Auxiliary Governing Boards requires that the Associated Students must identify at least two student nominees for each auxiliary board position to forward to the University President.

MOTION: ARREDONDO/COLBRUNN move to postpone the nomination of Dinzes until two recommendations can be made
APPROVED
(1) OPPOSED
(1) ABSTENTION

MOTION: MAY/COLBRUNN move to appoint Victor Arredondo to the AS Council as the Student Affairs Vice President
APPROVED
(1) OPPOSED
(2) ABSTENTION

Krupp asked if all students for the position had been interviewed. Bloom stated that he reviewed the applications of all candidates and chose candidates to interview. Bloom also noted that he would like to have a different method for appointing students to the AS Council and would have liked to have been able to consult with everyone in the process.

MOTION: COLBRUNN move to table the motion to appoint Victor Arredondo to the AS Council as the Student Affairs Vice President

The motion died with the lack of a second. The Council continued the discussion of appointing
Arredondo to the AS Council as the Student Affairs Vice President.

Bloom stated that appointing a student to the Student Affairs Vice President position is his highest priority as there is a University Center (UC) Board of Directors meeting on Thursday and that the A.S. Student Affairs Vice President is a voting member of the board. Thompson asked Bloom to describe the rubric he used when considering students for the Student Affairs Vice President position. Bloom stated that he is seeking active students who are knowledgeable about how things work on campus, can work with or without a title, and are able to show up. Bloom yielded his time to an audience member; Serena Stewart, a freshman at HSU, who stated that she supported the nomination of Arredondo as he had encouraged her to become involved.

A.S. Administrative Vice President (Vacant)
No Appointments.

A.S. Legislative Vice President (Mark Teeter)

MOTION: MAY/CORTES move to appoint Jerry Dinzes to the AS Board of Finance  TABLED

Christensen noted that an application from Dinzes had not been received for the position. Krupp asked if any other applicants had applied for the position. Colbrunn stated that he also applied for the Board of Finance. Holtz asked if Dinzes had been interviewed for the position. Dinzes stated that he had lobbied Teeter for the position. Dr. Blake stated that the AS website directs students interested in serving on committees to apply by application. Dr. Blake advised that it is important for the AS Council to follow the process that is communicated to students as a measure of transparency and fairness.

MOTION: CORTES/KRUPP move to table the motion to appoint Jerry Dinzes to the AS Board of Finance until the September 23, 2013  APPROVED  (1) ABSTENTION

A.S. Student Affairs Vice President (Vacant)
No Appointments.

Election of Vice Chair

MOTION: KRUPP/MAY move to open nominations for the Vice Chair  APPROVED

MOTION: ARREDONDO/MARTINEZ move to nominate Taylor Mitchell as Vice Chair

Mitchell declined the nomination.

MOTION: MAY/HOLTZ move to nominate Jackie Martinez as Vice Chair

Martinez declined the nomination.

MOTION: DINZES/MARTINEZ move to nominate Lino Sanchez as Vice Chair  APPROVED  (1) ABSTENTION

Sanchez accepted the nomination.
MOTION: MAY/HOLTZ move to close nominations for the Vice Chair APPROVED

After the nominations were closed, the Council voted to approve Sanchez nomination as Vice Chair.

MOTION: BLOOM/HOLTZ move to recess for five minutes APPROVED (1) ABSTENTION

The Council recessed from 3:36 p.m. to 3:41 p.m.

Old Business

There was no Old Business.

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

President (Jacob Bloom)
Bloom reported that he has a class conflict with the University Executive Committee meeting held on Thursday mornings. Bloom received an oral agreement from President Richmond that two students may attend the University Executive Committee meetings. The Advancement Foundation heard a presentation regarding divestment from Fossil Fuels. Bloom continues to work on appointments.

Administrative Vice President Report (Vacant)
Vacant.

Student Affairs Vice President (Victor Arredondo)
Arredondo reported that there is a Sociology Department meeting today from 5:00 – 7:00 p.m. in the BSS Fishbowl. The California Forum for Diversity in Education will be on Saturday, September 26 at St. Mary’s College in Moraga, CA. The Campus Dialogue on Race Committee will be meeting tomorrow in the Library Fishbowl from 1:00 – 2:00 p.m. Arredondo stated that the AS Welcome Back BBQ was a success.

Legislative Vice President (Mark Teeter)
Teeter reported that he has interviewed three students for committees. Teeter has been reviewing the AS Constitution and Code and will also be reviewing the Gloria Romero Open Meeting Act to research ways he can facilitate discussion among the AS Council outside of meetings.

Martinez – College of Arts, Humanities and Social Sciences
Martinez reported that she reserved the KBR for the College of Arts, Humanities and Social Sciences Mixer. Martinez is participating in the coordination of the Campus Dialogue on Race.

Sanchez – College of Arts, Humanities and Social Sciences
Sanchez reported that he will be attending the CSSA Meeting in CSU Stanislaus in two weeks. Sanchez will be meeting with the Politics Department Chair.

May – College of Arts, Humanities and Social Sciences
May reported that she has been coordinating with Lynn Smith on the Undergraduate Research Symposium for the College of Arts, Humanities and Social Sciences. May has been soliciting ideas regarding Arts on the Quad from students.
Krupp – College of Natural Resources and Sciences
Krupp reported that she is meeting with the other College of Natural Resources and Sciences (CNRS) Representatives to plan the CNRS Mixer. Krupp stated that the HEIF Committee is currently soliciting idea papers from students for new projects to fund and implement. Krupp works for the Waste Reduction Resource Awareness Program (WRRAP), an AS Program, as the Take Back the Tap Coordinator and will be serving as their liaison.

Colbrunn – College of Natural Resources and Sciences
Colbrunn reported that students who participate in Slack Lining will be forming a club to assist them in continuing the activity on campus. Colbrunn suggested stated that the Council should continue to purchase academic planners for 2014-15 as it has been a good marketing tool.

Holtz – College of Natural Resources and Sciences
Holtz reported that she will be serving as the liaison to the Campus Center for Appropriate Technology (CCAT). CCAT provides volunteer opportunities every Friday from 10:00 a.m. – 4:00 p.m. Holtz will be attending the coordinating meeting for Campus Dialogue on Race. Holtz stated that a student who participates in slack lining was approached by a Dean who informed the student that they are no longer allowed to slack line on campus.

Mitchell – College of Professional Studies
Mitchell reported that he looks forward to serving on the Intercollegiate Athletics Advisory Committee. Mitchell will be meeting with other members from the College of Professional Studies (CPS) to plan the CPS Mixer.

Cortes – College of Professional Studies
Cortes reported that she has been having a difficult time setting a date for the CPS Mixer because the CPS Administrative Office has been unable to confirm a date. Cortes tabled for the BBQ and suggested that more Council members table in the future. Cortes is interested in requesting funds from Unallocated for t-shirts so that AS Council members can be better identified. Cortes attended the MultiCultural Convocation. Cortes has received complaints from students regarding parking.

Quiroz – College of Professional Studies
Absent.

Dinzes – At Large
Dinzes reported that he has been observing the University Senate meetings and has been building relationships with faculty.

External Affairs (Vacant)
Bloom reported that a regional meeting of the Student Senate of the California Community Colleges will be meeting on Saturday, September 14 at College of the Redwoods and that fifteen minutes have been placed on the agenda to allow Bloom the opportunity to speak to the group.

AS Presents (Kobe Thompson)
Thompson reported that the first Arts on the Quad event was held on Thursday, August 29 and the band March Fourth performed. The next Arts in the Quad event will be in September and will feature the Dustbowl Revival. Thompson is coordinating live artwork for the next Arts on the Quad event and stated that he has received e-mails from campus organizations who are interested in participating. Thompson reported that Flume sold 460 tickets, Deer Hunter sold out of tickets and
**Groundslavia** had a smaller turnout. On September 18, AS Presents will be hosting *Irration*.

**Vice President of Enrollment Management and Student Affairs (Peg Blake)**
Dr. Blake reported that Map Works, a new survey tool, was implemented this semester and a survey was sent out to all freshman and sophomore that provided instant feedback and resources to students based on their responses. The Student Health Center and Counseling and Psychological Services are both currently seeking reaccreditation for three years. Only 35% of campus health and counseling services receive accreditation. A homecoming parade will be held on September 27th.

**General Manager (Joan Tyson)**
Tyson reported that the CSU Compliance Auditors will arrive on campus on Monday, September 16 and will be on campus until mid-October. Tyson also stated she will be scheduling a Council Orientation for members that missed the Monday, August 19 training day.

**General Council Discussion**
Colbrunn attended all of the AS Presents shows and congratulated Thompson on an excellent job. Bloom asked Arredondo if he received an email from the University President in response to the number of students that may sit on the University Executive Committee. Arredondo stated that he will check his correspondence and let Bloom know. Dr. Blake noted that the minutes of the University Executive Committee are posted on the University President’s website. Krupp agreed with Cortes that the Council needs to be present at tabling events and agreed that the Council should purchase shirts. Bloom stated that he received a lot of positive feedback on students interested in serving on committees at the AS Welcome Back BBQ. Sanchez encouraged the AS Council to table more on the quad. Martinez stated that the clubs fair on Wednesday from 10:00 a.m. – 2:00 p.m. and that Martinez will be available to table from 11:00 a.m. – 1:00 p.m. May stated that a member of a fraternity on campus expressed frustration to her after an event was canceled. Arredondo suggested that slack lining students should consider becoming an intramural sport.

**General Council Work Session**

A. Fall 2013 Retreat – Tabled Discussion Item (Jacob Bloom)
This item was tabled at the August 26, 2013 to allow for a continued discussion. Council will review options for a Fall 2013 retreat. Bloom will lead a brain storm and seek to form a working group.

MOTION: BLOOM/MAY move to table the Fall 2013 Retreat discussion item to the September 23, 2013 meeting

(5) APPROVED
(4) OPPOSED
(2) ABSTENTION

The chair did not cast a vote.

Krupp asked Bloom why he would like the item tabled. Bloom stated that there are more important items on the agenda and that the AS Council has not yet been filled. Dinzes stated that he is not in favor of tabling the item and would like a brief and efficient discussion

B. Arts on the Quad –Discussion Item (Jacob Bloom)
Bloom will lead a debriefing on the Arts in the Quad event, a brain storm on the concept and discuss further implementation.
Bloom stated that the first Arts in the Quad event on August 29 was successful and he enjoyed seeing clubs' table. Thompson agreed with Bloom and stated that the Council should consider only hosting 2-3 Arts in the Quad each semester due to inclement weather in the winter months. Dinzes stated that he is not opposed to the event only being held three times a semester, but would like to see more opportunities for campus talent to perform. May concurred with Dinzes. Thompson stated that one of the bands playing in the fall is a local band and that he will incorporate different ideas into the spring semester. Dinzes thanked Thompson for AS Presents hard work on the event.

C. AS Employees –Discussion Item (Jacob Bloom)
Bloom will lead a discussion about AS employees, hiring process, job descriptions and the Associated Students/University Center Administrative Services Agreement.

Bloom stated that the agenda packet includes job descriptions of all AS Employees and the Associated Students/University Center Administrative Service Agreement for Council to review and that he would like to table the discussion until the next meeting.

MOTION: BLOOM/MAY move to table AS Employees Discussion Item to the September 23, 2013 meeting 
APPROVED 
(1) OPPOSED 
(1) ABSTENTION 

D. Structural Adjustments –Discussion Item (Jacob Bloom)
Bloom will lead a discussion regarding the AS Constitution and Codes (instant run-off elections), the committee appointment process and Council vacancies, record of minutes and rules of order.

Bloom stated that he values the concepts of decentralization, democracy and transparency and is interested in discussing structural adjustments that can be made. Bloom is specifically interested in adjusting how minutes are recorded. Dinzes stated that the current system only allows AS Executives to make appointments to committees, but when there are executive vacancies it slows down the process. Dinzes suggested a change to the governing documents would allow appointments to be made from the floor after the fourth or fifth meeting of the fall semester. Cortes stated that she would like a brainstorm session to be held and that the item should be brought back on a future agenda. Tyson suggested that a taskforce be made to discuss these ideas and that the item could become a recurring agenda item with updates from the taskforce. Dinzes suggested moving the AS Council Appointments towards the end of the meeting.

E. 2013-14 Goals & Vision –Discussion Item (Jacob Bloom)
The University President has requested 5 – 6 goals of the AS Council. Bloom has suggested one goal from each college and 2 – 3 goals of the AS Executives and At Large Representatives.

Bloom stated that President Richmond has requested that he share the goals of the AS Council with him and Dr. Blake so they can find ways to assist the AS Council. Bloom will be meeting with President Richmond and Dr. Blake on Thursday and would like to update them on the progress the AS Council is making towards defining goals. Arredondo stated that he would like to see the potential goals opened up online for students to provide input, but noted that there may be an issue with open meeting law. Dinzes stated that an informal meeting could be held if it were promoted.
properly. Tyson provided some background on the Gloria Romero Open Meeting Law. Cortes stated that she would like to meet with the other representatives in her college and bring back goals at the next meeting. Dinzes would like to have the opportunity to vote on the goals. Colbrunn stated that he would like AS goals to assist in improving HSU’s retention rate. Bloom yielded to Juan Diaz Infante, a student at large. Diaz Infante stated that he would like the Council to take a stand as a student union and to change the ratio of faculty, staff members and students on the committee. Tyson suggested that the item could be placed on a future AS Executive Committee agenda. Teeter stated that the Council should meet in smaller groups and come back with ideas. Bloom requested that the past goals of the AS Council be made available.

**Announcements**

There were no announcements.

**Adjournment**

Teeter adjourned the meeting without objection at 6:00 p.m.

Recorded by:

Rob Christensen
AS Council Assistant

Approved by:

Mark Teeter
Legislative Vice President
Call to Order

Mark Teeter, Legislative Vice President, called the meeting to order at 3:01 p.m. in Nelson Hall East, Goodwin Forum.

Roll Call

Representatives Present: Nicholas Colbrunn, Ana Cortes, Jerry Dinzes, Jessie Holtz, Jackie Martinez, Mary May, Taylor Mitchell (late excused), Lino Sanchez

Representatives Absent: Fabiola Quiroz (excused), Corinne Krupp (excused)

Officers Present: Victor Arredondo, Jacob Bloom, Mark Teeter

Advisors Present: Joan Tyson, Dr. Peg Blake

Advisors Absent: Kobe Thompson (excused)

Approval of Agenda

MOTION: ARREDONDO/CORTES move to approve Agenda #5 dated September 23, 2013

APPROVED

AS AMENDED

MOTION: ARREDONDO/SANCHEZ move to amend the agenda to place Old Business Item B before Old Business Item A

APPROVED

Chair’s Report

Teeter reminded the AS Council to attend their office hours. Teeter asked that the AS Council do not eat or use cell phones during the meeting. Teeter noted that the AS Council will hear a presentation regarding the AS 2012-13 Financial Audit. Appointments to Committee and Council has been given a time certain of 5:00 p.m.

Approval of Minutes

A. Approval of Minutes #4 dated September 9, 2013 – Action Item

MOTION: COLBRUNN/SANCHEZ move to approve Minutes #4 dated September 9, 2013

TABLED

Bloom stated that comments made by Juan Diaz Infante, were not fully reflected in Minutes #4. Bloom was not ready to make a motion to amend Minutes #4 and requested the item be tabled until
the October 7, 2013 meeting.

MOTION: BLOOM/DINZES move to table Minutes #4 until the October 7, 2013 meeting
APPROVED

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

Jack Woerner, a member of the Humboldt Men’s Lacrosse Club, was present to comment. Also in attendance were members of the Men’s Lacrosse and Men’s Rugby Teams. Woerner presented a petition, signed by over 500 students, requesting equitable access to the Redwood Bowl. Woerner stated that the Redwood Bowl is monopolized by NCAA sports.

Kyle Basenett, a member of the Men’s Rugby Club, stated that current scheduling protocols for the College Creek and Redwood Bowl fields are allowing intercollegiate athletics substantially more time than club sports.

Bobby Shearer, President for the Society of Conservation Biology, congratulated the AS Council on their election and also on supporting divestment from fossil fuels. Shearer requested that the AS Council appoint members to the AS Events Funding Committee. Shearer also commented that the campus should consider additional bulletin boards that are only for on campus educational events. Shearer also commented that there are not any no smoking signs on the campus, but there are signs for bicyclists and skateboarders to dismount.

Benjamin Cox, a student at large, commented that the signs for bicyclists and skateboarders to dismount have been removed.

Dr. Blake commented that the CSU is considering a system wide smoking ban.

Connor Jepson, a student at large and grounds keeping student assistant, stated that removing designated smoking areas could lead to increased cigarette litter.

Benjamin Cox, a student at large, noted the irony of selling lighters on campus if cigarettes were banned.

Special Presentation

A. 2012-13 Independent Audit Report Draft – Action Item
Each auxiliary is required to have an annual audit performed by a certified public accountant selected by the governing board. The Board of Finance is the board designated to deal with audit-related items and recommend audit acceptance to the full governing board. However, the Board of Finance has not been seated in time to accomplish this task so it is being forwarded to the AS Council for review and acceptance.

Tyson introduced Heidi Chien, the Associate Executive Director of the University Center, Patrick Shanahan and Donna Taylor Certified Public Accounts from the accounting firm of Hunter, Hunter & Hunt. Each auxiliary organization is required to have an annual audit performed by a certified public accountant selected by the governing board. The 2012-13 audit report was provided by the accounting firm of Hunter, Hunter, and Hunt. The Board of Finance is the board designated responsibility for audit-
related items and recommends approval to the full governing board, as the Board of Finance has not yet reached quorum the AS Council will receive the 2012-13 audit.

Taylor and Shanahan provided a summary of their professional backgrounds with the firm and also did an overview of generally accepted auditing standards related to the Associated Students audit. Shanahan reviewed in detail the components of the audit, including review of Associated Students internal controls, statement of financial position, statement of activities, cash flows, and the notes to the financial statements. Shanahan also reviewed the Audit Communication Letter for Years Ended June 30, 2013 and 2012. The report of the financial statement of the Associated Students for the year ending June 30, 2013 expressed an unqualified opinion. Shanahan explained that this means the Associated Students financial statements presently fairly the financial position of the organization, there were no current findings by the auditors and no recommendations were made. This is the cleanest opinion possible and the Associated Students consistently achieves this goal.

*Mitchell arrived at the meeting at 3:34 p.m.*

Dinzes inquired about the investment income outlined in the Audit. Shanahan stated that the firm verified the balance and return of the funds invested through the Local Agency Investment Fund (LAIF). Chien stated that the Associated Students fee revenue is invested in LAIF which allows the Associated Students to invest student fee money with no risk to the principal. Dinzes asked for information regarding club withdrawals. Tyson stated that the Associated Students provides banking services to campus clubs and that the number reflects withdrawals from club accounts. Tyson stated that Note 9 on page 16 reflects funds in three different designated classifications (reserves); a note is included that the AS has approved expenditures for allocations to special projects: $11,540 for a campus community garden, $732 for Buck House roof and gutter maintenance and $1,980 for online classified service for HSU students. These funds were not expended as of June 30, 2013.

Bloom asked what would happen if the audit found something “fishy” and if it would reflect poorly on the auditors since they had been auditing the Associated Students for multiple years. Taylor stated that the firm designs an audit to uncover material misrepresentation. Shanahan stated that from a fraud standpoint the audit team looks for ways where the organization may be vulnerable to risks. Specific procedures are tailored based on the reasonableness that fraud seems to occur. Taylor stated that there has never been any fraud found in the history of providing audit services to the Associated Students. Chien stated that she has taken the financial responsibility for the Associated Students since 1989 and the policies and procedures of the organization have been constantly reviewed and no finding of fraud has ever been found. Chien also stated that the CSU Chancellors Office conducts a compliance audit of the Associated Students every three years. Chien stated that all payables of the Associated Students fee is processed through the University Center Accounting Office and reviewed by the University for reimbursement of fee money. Arredondo asked how much the business service agreement between Associated Students and the University Center and also the Associated Students and Humboldt State University is for. Tyson replied that the business services agreement between Associated Students and Humboldt State University is approximately $26,000 and the business services agreement between Associated Students and the University Center $146,500.

*Teeter opened the floor to Public Comment.*

Benjamin Cox, a student at large, asked why the financial statements were changed from the Financial Accounting Standards Board (FASB) model to the Governmental Accounting Standards Board (GASB) model. Tyson stated that the CSU Board of Trustees directed all auxiliary
organizations to begin using the GASB model.

There was no further Public Comment.

MOTION: CORTES/MITCHELL move to accept the 2012-13 Independent Audit Report Draft

APPROVED

(3) ABSTENTIONS

There was no further discussion.

Appointments to Committees and Council

Agenda #5 set a time certain of 5:00 p.m. for appointments to Committees and Council. The Council made the following appointments after the College Representative report.

A.S. President (Jacob Bloom)

MOTION: MAY/CORTES move to appoint Victoria Sacramento to the AS Events Funding Committee

APPROVED

Sacramento was recommended for the AS Events Funding Committee by the MultiCultural Center.

MOTION: CORTES/MAY move to appoint Ruby Buentello to the AS Event Funding Committee

APPROVED

Buentello was recommended for the AS Events Funding Committee by the MultiCultural Center.

MOTION: ARREDONDO/MAY move to appoint Kerri Malloy to the University Senate and University Senate Executive Committee as the AS President’s Designee

APPROVED

MOTION: COLBRUNN/HOLTZ move to suspend AS Government Code Section 6.03 to appoint Jesse Hoskins to the Student Grievance Committee

APPROVED

(2) ABSTENTIONS

Hoskins is at work and is unable to attend.

MOTION: DINZES/SANCHEZ move to appoint Jesse Hoskins to the Student Grievance Committee

APPROVED

(1) OPPOSED

(1) ABSTENTION

A.S. Administrative Vice President (Vacant)
No Appointments.

A.S. Legislative Vice President (Mark Teeter)

MOTION: MAY/ARREDONDO move to appoint Ana Cortes to the Board of Finance

APPROVED

MOTION: ARREDONDO/MAY move to appoint Nicholas Colbrunn to the Board of Finance

Colbrunn declined his nomination
MOTION: MITCHELL/MAY move to appoint Jerry Dinzes to the Associated Students Board of Finance
APPROVED

MOTION: BLOOM/MAY move to appoint Cameron Sanchez to the Associated Students Lobby Corps Committee
APPROVED

MOTION: HOLTZ/SANCHEZ move to appoint Michelle Hameed to the International Program Screening Committee
APPROVED

A.S. Student Affairs Vice President (Victor Arredondo)

MOTION: BLOOM/CORTES move to appoint Christine Kupelian to the AS Presents Committee
APPROVED

MOTION: MAY/CORTES move to appoint Harrel Deshazier III to the AS Presents Committee
APPROVED

MOTION: HOLTZ/BLOOM move to appoint Forust Ercole to the University Senate
APPROVED

MOTION: DINZES/COLBRUNN move to appoint Forust Ercole to the Associated Students Lobby Corps
APPROVED

MOTION: MAY/MARTINEZ move to appoint Jessie Holtz to the University Space and Facilities Committee
APPROVED

MOTION: MAY/HOLTZ move to suspend AS Government Code Section 6.03 to appoint Laura Parme to the Service Learning and Community Engagement Advisory Committee
APPROVED

Parme is taking an exam and is unable to attend.

MOTION: MAY/HOLTZ move to appoint Laura Parme to the Service Learning and Community Engagement Advisory Committee
APPROVED

(3) ABSTENTIONS

Old Business

B. Resolution 2013-14-5: Resolution for Semesterly Parliamentary Procedure Trainings and Leadership Conferences
The A.S. Council will consider approval of a resolution that resolves that the Associated Students host at least one leadership conference and parliamentary procedure workshop each semester.

Benjamin Cox, the author of the resolution, stated that he would like a parliamentary procedure training and leadership conference to be hosted semesterly by the Associated Students. Cox stated that his resolution requests the Associated Students to attend the training and require an outside professional to lead the conference and training. Colbrunn stated that there may be additional costs
involved if an outside professional is brought in and asked why a professional should be sought. Cox stated that there would be no conflict of interest if an outside person were brought in. Dr. Blake stated that the University Senate has a parliamentarian faculty member. Bloom asked if Cox wanted mandated attendance by the Associated Students Council. Cox stated that he were to rewrite the resolution he would include a mandated attendance by the AS Council.

*Teeter opened the floor to Public Comment.*

Forust Ercole, a student at large, asked Cox if an alumnus could be used as the parliamentarian trainer. Cox stated that an Alumnus could present.

*There was no further Public Comment.*

**MOTION:**  
BLOOM/CORTES move to approve Resolution 2013-14-5: Resolution for Semesterly Parliamentary Procedure Trainings and Leadership Conferences  
**TABLED**

May stated that if the AS Council passes the resolution members of the Council will need to commit to taking on the project. Bloom stated that Daniel Potts the President of the Associated Students of College of the Redwoods (ASCR) is interested in collaborative trainings and knows of a professor at College of the Redwoods that provides parliamentary training. Bloom stated that he thinks the training would be valuable for Committee members and UC Board members and that the AS should consider incorporating the initiative into its codes. Dinzes stated that the Clubs & Activities office is offering a leadership series, although the programming has not yet been approved by the AS Executive Committee. Dinzes suggested tabling the resolution. Sanchez stated that he is in support of the idea and asked if a professional had been brought to campus in the past for parliamentary procedure training. Tyson stated that Susan Leahy, a parliamentary procedure trainer, was brought to campus in Fall 2006. Tyson noted that the Club & Program Support program budget in the AS Budget has $3,000 allocated for a leadership development series and that one of the trainings will be titled *How to be an Effective Committee/Board Member.*

**MOTION:**  
ARREDONDO/CORTES move to table the Resolution 2013-14-5: Resolution for Semesterly Parliamentary Procedure Trainings and Leadership Conferences until the October 7, 2013 meeting  
**APPROVED**

**A. Resolution 2013-14-4: Resolution to Allocate Field Usage for Club Sports Specifically to the Redwood Bowl for a Full Day without Institution Interference or Local Interference – Action Item**

The A.S. Council will consider approval of a resolution that requests that the Campus Fields Oversight Committee allocate full day usage to any Sports Clubs Program, whose season is in effect and calls for full day usage of the Redwood Bowl.

Arredondo, the author of the resolution, stated that the Associated Students has allocated $30,000 to Sports Clubs and that the Associated Students should resolve to support the Sports Clubs ability to play in the Redwood Bowl and that Sports Clubs who are playing during the season should be prioritized over off season includes sports and local youth programs. Arredondo also stated that teams who play HSU Clubs Sports must travel over a 200 mile distance which impacts playing time. The Resolution asks the Campus Fields Oversight Committee to allocate full day usage to any Sports Club Program whose season is in effect. Arredondo explained that the Redwood Bowl is prioritized
for use in the following order: Academic, Intercollegiate Athletics, Intramural Sports and Community Use.

_Teeter opened the floor to Public Comment._

Jack Woerner, a member of the Humboldt Men’s Lacrosse Club, commented that he agreed with Arredondo.

_There was no further Public Comment._

**MOTION:**

MAY/HOLTZ move to approve Resolution 2013-14-4: Resolution to Allocate Field Usage for Club Sports Specifically to the Redwood Bowl for a Full Day without Institution Interference or Local Interference  

**TABLED**

Mitchell stated that three years ago the Redwood Bowl and College Creek had new turf installed and a permanent gridiron was installed in the bowl and that the College Creek field was designed to allow soccer, lacrosse and rugby. Mitchell stated that a sports club painted lines on the College Creek field using an incorrect type of paint that damaged the turf and a policy was created so that fields would not be damaged. Mitchell stated that he will get a schedule of open blocks of times for the fields. Arredondo asked Mitchell how much the cost to install lights at College Creek would cost. Mitchell stated that he did not have that information available. Bloom asked who was responsible for the college creek field not being prepared correctly for the sports clubs that painted the lines on the field. Bloom also noted that the resolution is a recommendation to the Fields Oversight Committee to reevaluate the field priority policy. Dinzes stated that if academic needs outweigh athletic use it is likely that evening games will not be allowed at the College Creek field as it would interfere with studying of students who live in the housing complex and that he is in favor of assisting club sports in procuring additional game time in redwood bowl. Dinzes suggested tabling the resolution until the next meeting so that it could be improved, but would like the Council to continue to discuss the topic. Mitchell stated that he views the main issue as the time of the game and the traveling costs involved as well was the quiet hours for college creek on Friday and Saturday nights that inhibit night games. Bloom inquired about the meeting times of the Fields Oversight Committee. Blake suggested that Bloom contact Tracy Feredlodge the Associate Vice President of Facilities Management for more information.

**MOTION:**

COLBRUNN/MAY move to table Resolution 2013-14-4: Resolution to Allocate Field Usage for Club Sports Specifically to the Redwood Bowl for a Full Day without Institution Interference or Local Interference until the October 7, 2013 meeting  

**APPROVED**

(2) **NAY**

Nicholas Rothlein, a student, commented that the Lacrosse team is fined $400 when they cannot host a night game. Rothlein also commented that it did not seem logical that a youth soccer club was able to use campus fields and the Lacrosse team had to use the McKinleyville High School field. Mitchell clarified that the soccer club was a camp clinic organized through intercollegiate athletics. Rothlein—field access gets fined when cannot host a night game. Fine is $400 pecking order does not make sense a youth club soccer event had to use McKinleyville High School. Mitchell clarified that a camp clinic through intercollegiate was held. Dinzes wanted to be clear that he is not trying to “shove off” the resolution but wants to make it more impactful. Arredondo volunteered to work more on the resolution.
MOTION  BLOOM/MAY move to recess the AS Council meeting from 4:40 – 4:45 p.m.
APPROVED

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

Administrative Vice President Report (Vacant)
Vacant.

Student Affairs Vice President (Victor Arredondo)
Arredondo reported that he met with Tay Triggs, the Associate Dean of Student Engagement and Leadership, who offered the AS the opportunity to be in the homecoming parade. Arredondo is looking forward to the Campus Dialogue on Race. Arredondo shared an incident of possible profiling of a student based on color at a dining facility. Arredondo has been reviewing past approved resolutions of the AS Council and will be creating a report on the accomplishments of previous AS Councils.

Dr. Blake stated that any student who feels that they may have been the target of bias should contact the Office of Diversity and Inclusion.

Legislative Vice President (Mark Teeter)
Teeter reported that he has attended meetings of the Integrated Curriculum Committee. Teeter has been reviewing previous resolutions and goals of the AS Council. Teeter reminded the AS Council to sign in for office hours.

Martinez – College of Arts, Humanities and Social Sciences
Martinez reported that on September 16 she and May attended a meeting of the College of Arts Humanities and Social Sciences (CAHSS) Budget Committee. The budget for the 2014-15 academic year will be $900,000 and only $12,207 has been allocated. May, Sanchez and Martinez are reviewing dates for the CAHSS Mixer.

Sanchez – College of Arts, Humanities and Social Sciences
Sanchez reported that he is working with Martinez and May on the CAHSS Mixer. Sanchez attended the California State Student Association (CSSA) meeting at CSU Stanislaus and found it valuable experience.

May – College of Arts, Humanities and Social Sciences
May reported that the CAHSS Budget Committee meets at the same time as the AS Council May is working on the interdisciplinary research symposium and invited other Council members to become involved. The Sexual Assault Prevention Committee will meet on Friday, September 27 from 9:00 - 11:00 a.m. Students will be receiving a survey on September 24 regarding sexual assault prevention.

Krupp – College of Natural Resources and Sciences
Absent.

At this time the AS Council suspended Council reports and moved to the time certain agenda item: Appointments to Committees and Council. At 5:50 p.m. the Council concluded Appointments to Committees and Council and returned to Council reports.
Colbrunn – College of Natural Resources and Sciences
Colbrunn reported that he attended the CSSA meeting at CSU Stanislaus and networked with students from SFSU that are also working on divestment from fossil fuels. Colbrunn noted that parking on campus is near capacity and encouraged others to use alternative methods. Colbrunn is interested in ensuring that HSU is represented at the CSU Sustainability Conference.

Holtz – College of Natural Resources and Sciences
Holtz reported that the Natural Resources and Sciences mixer will be on October 8 from 4:30 – 6:30 p.m. in the Great Hall. Holtz stated that she has designed a shirt for the AS Council and sent out an email to those interested.

Dr. Blake, Cortes and Mitchell left the meeting at 5:55 p.m.

MOTION: BLOOM/HOLTZ move to extend the meeting adjournment to 6:10 p.m. APPROVED
(3) OPPOSED
(1) ABSTENTION

Mitchell – College of Professional Studies
Absent

Cortes – College of Professional Studies
Absent.

Quiroz – College of Professional Studies
Absent.

Dinzes – At Large
Dinzes reported that representatives from HSU voted to add language to include a plank for proactive sustainability measures in the 2013-14 CSSA Policy Agenda. The Integrated Curriculum Committee is discussing the cessation of one unit courses that are offered through the Campus Center for Appropriate Technology.

External Affairs (Vacant)

AS Presents (Kobe Thompson)
Absent.

President (Jacob Bloom)
Bloom asked the Council to consider the following questions: Why is there an Auxiliary Restructure Task Force? How many big decisions are made behind closed doors? Are administrators public officials; what is the difference? Are AS committee appointments being handled well? Does the current AS meeting structure work?

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

General Manager (Joan Tyson)
Tyson reported that the CSU Board of Trustee Compliance Auditors arrived on campus last Monday. Tyson also reminded the Council that Krupp sent out an e-mail to the Council inviting them to walk in the Centennial Homecoming Parade on Friday. Tyson provided a handout to the AS Council of
the AS Employee job responsibilities.

**General Council Discussion**

Teeter stated that a good amount of time for the meeting was dedicated to the audit presentation and suggested that additional meetings may need to be held. Teeter also noted that some Council members have been absent from their office hours and Council meetings multiple times. Martinez asked if it was possible to meet weekly on Mondays rather than every other week. Bloom stated that the Board of Finance meets on Mondays when they AS Council does not meet. Dinzes suggested that in the future a committee could be formed to make appointments. Dinzes has interest in multiple public forums produced by the Associated Students.

**MOTION:** ARREDONDO move to extend the meeting time until meeting time to 6:25.

**There was no Second.**

**Adjournment**

Teeter adjourned the meeting without objection at 6:10 p.m. Items below in italics were not discussed by the A.S. Council.

**General Council Work Session**

A. **Fall 2013 Retreat – Tabled Discussion Item (Jacob Bloom)**
   
   This item was tabled at the August 26 & September 9, 2013 meetings to allow for a continued discussion. Council will review options for a Fall 2013 retreat. Bloom will lead a brainstorm and seek to form a working group.

B. **AS Employees –Tabled Discussion Item (Jacob Bloom)**
   
   This item was tabled at the September 9, 2013 meeting. Bloom will lead a discussion about AS employees, hiring process, job descriptions and the Associated Students/University Center Administrative Services Agreement.

C. **2013-14 Goals & Vision – Continued Discussion Item (Jacob Bloom)**
   
   The University President has requested 5 – 6 goals of the AS Council. Bloom has suggested one goal from each college and 2 – 3 goals of the AS Executives and At Large Representatives.

**Announcements**

Recorded by:

Rob Christensen
AS Council Assistant

Approved by:

[Signature]

Mark Teeter
Legislative Vice President
Associated Students Board of Finance  
Humboldt State University  
Monday, September 30, 2013  
Nelson Hall East, 120  
Minutes #1

Call to Order

Jacob Bloom, AS President and Vice Chair of the Board of Finance, called the Board of Finance meeting to order at 3:00 p.m. on Monday, September 30, 2013 in the Nelson Hall East 120.

Roll Call

Members Present: Jacob Bloom, Jerry Dinzes, Ana Cortes, Rosie Austin
Advisor Present: Joan Tyson

Approval of the Agenda

MOTION: DINZES/CORTES move to approve Agenda #1 dated September 30, 2013  
APPROVED

Chair's Report

Bloom stated that once an Administrative Vice President is appointed they will chair the Board of Finance

Approval of the Minutes

MOTION: CORTES/AUSTIN move to approve the Board of Finance Minutes #10 dated April 22, 2013  
APPROVED

Old Business

A. Board of Finance Orientation – Information Item
The Board of Finance will receive an orientation that will cover Board of Finance procedures including Fiscal Code, the 2013-14 Budget and the Unallocated process. These items are included in the Board of Finance binder.

Tyson reviewed the Fiscal Code, the 2013-14 budget and budget language--including an explanation of budgeted fee revenue and the $50,000 allocation from the General Operating reserve. Tyson went over the types of requests the Board of Finance would be reviewing which will include requests for funding and requests for line-item changes within the programs and the process that a program goes through to make requests. Requests for funding approved by the Board of Finance must also be approved by the Council if they are $300 or greater. Tyson went briefly into the 2014-15 budget process and what that process will involve and when it will begin—which is early November 2013. The Board of Finance received a handout detailing the balances in each of the unallocated and reserve accounts as of July 1, 2013 as follows: Unallocated account ($5,511), Operating Reserve ($351,179, minus $50,000 2013-14 Reserve
Allocation to the annual budget) Special Projects-Facilities Reserve ($50,021, minus $14,252 allocations to the Community Garden, CCAT Gutter repairs and Book Trade Website), and the Capital Purchases Reserve ($49,052). These are the same amounts shown in the June 30, 2013 audit. Tyson reviewed the purpose of each reserve as outlined in the reserve policy. Unspent monies at year end go back into the AS reserves per the reserve policy.

B. Reserve Policy, Fund Designation and Procedure for Expenditure – Information Item

The Associated Students 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.

Tyson reviewed the policy in detail with the Board of Finance. Tyson noted that the Associated Students has been a fiscally responsible organization and that the Board of Finance does have the ability to fund projects through its Reserves when necessary. Any expenditure from reserves also requires the approval of the university president or designee. Bloom asked why the amount of the reserve accounts is not included in the 2013-14 Budget. Tyson stated that the amounts in the reserves account are provided to the AS Council in the audit. The amounts are determined at the end of the fiscal year, June 30 and the budget is finalized prior to May 1.

C. A.S. Board of Finance 2013-14 Standing Rules and Meeting Dates – Action Item

These are the rules by which the Board of Finance agrees to operate their meetings. Also included is the proposed 2013-14 meeting schedule.

Bloom opened the floor to Public Comment:

Benjamin Cox, a student at large stated commented that Items C, D and E located under I. Meetings are part of the Gloria Romero Act and is unnecessary to be included in the Standing Rules. Cox also stated that Items G and A under I. Meetings are redundant.

MOTION: DINZES/CORTES move to approve A.S. Board of Finance 2013-14 Standing Rules and Meeting Dates

APPROVED AS AMMENDED

Dinzes stated that he did not see an issue in the redundancy of information in the standing rules. Bloom yielded the floor to Cox. Cox stated that Item D under II. Business is unnecessary as the parliamentary code of authority already provides for the same process.

MOTION: CORTES move to call the question

There was no second to calling the question. The motion died from the lack of a second.

MOTION: DINZES/AUSTIN move to amend the motion by striking:

D. When considering an action item listed under Old Business the Board of Finance will:

1. Receive a presentation by the author.
2. Receive comment from members of the public.
3. Make a motion for action.

MOTION: DINZES/CORTES move time certain until after Old Business Item C

D. TIME CERTAIN 3:30 P.M. – Request from the HSU Club Humboldt Student Food Collective from Unallocated in an amount not to exceed $2,500 for costs associated with the Fall 2013 California Student Sustainability Coalition (CSSC) Fall Convergence hosted at Humboldt State University November 9-10, 2013 – Action Item

The Board of Finance will consider a request to fund a portion of the CSSC Fall Convergence, a two day event which students from across California gather to build community, share resources and best practices, plan action, attend workshops, celebrate, and actively collaborate on campus policies, research projects, and curriculum.

Julia Clark and Eric Recchia, members of the California Student Sustainability Coalition (CSSC), were present on behalf of the request. Clark explained that the CSSC is a group of students across California that work on sustainability issues at their respective campuses. Twice a year the CSSC hosts a convergence which averages 200 – 500 students from multiple campuses who are able to attend workshops and hear from keynote speakers. This year HSU will be hosting the CSS on November 9-10 with the theme Building Sustainable Communities. The Convergence will include multiple facets of sustainable communities including: building, feeding, powering and creation of communities. The total cost for the convergence is projected to costs $8,500. The organizers are requesting $2500 from Unallocated but plan to use $1,750; the other $750 would be a contingency in the event of cost over runs. An itemized breakdown of costs was included with the proposal.

There was no Public Comment.

MOTION: AUSTIN/DINZES move to approve the request from the HSU Club Humboldt Student Food Collective from Unallocated in an amount not to exceed $2,500 for costs associated with the Fall 2013 California Student Sustainability Coalition (CSSC) Fall Convergence hosted at Humboldt State University November 9-10, 2013

Dinzes asked where on campus the CSSC Convergence will take place and how will the organizers reach out to HSU students. Recchia answered that the event organizers have reserved over 20 on-campus rooms in Nelson Hall East and the University Center and will be reaching out to members of the campus community to participate and also provide workshops. Cortes yielded to Benjamin Cox. Cox stated that he was concerned that the event is not an appropriate use of student fee money. Recchia responded that the event will be open and free to all HSU students. Cortes asked if a calendar of events was available. Clark stated that the event will begin on Saturday, November 9 at 1:00 p.m. and will conclude on Sunday, November 10 at 5:00 p.m. Cortes asked if full funding were not available, what portion of the event would be cut. Recchia stated that the entertainment portion would be cut. Dinzes asked what type of institutional change the convergence would create on campus. Recchia stated that the conference has already created a resurgence of participation in the Sustainability Coalition, the HSU Student Food Collective, Power Save Green Campus and the Natural Resources Club. Students who attend the conference would gain leadership skills.

Announcements

There were no announcements.
Adjournment

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

Recorded by:
Rob Christensen
A.S. Council Assistant

Approved by:

[Signature]

Jacob Bloom
AS President
Vice Chair Board of Finance
Policy Statement - Fiscal

Subject: Reserve Policy, Fund Designation and Procedure for Expenditure

Purpose: The Associated Students 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.

New/Revised: April 15, 2013

Council Adoption Date: December 11, 2000

I. Fund Designation

Appropriations to Reserves - Excess revenues will be allocated annually to the following reserve areas unless specifically exempted by A. S. Council. Operating Reserve, Capital Purchase Reserve, and Special Projects & Facilities Reserve.

Background - The establishment of adequate reserve policies for CSU auxiliaries is required to meet the California State University financial standards established by the Education Code, Section 89904(b). Section 89904(b) states that auxiliaries shall implement financial standards by the establishment of reserve funds for current operation, capital replacement, and new ventures so as to assure fiscal viability.

Operating Reserve is the “savings account” of the Associated Students used to address contingencies, emergencies, budgetary impacts such as an unanticipated shortfall in projected enrollment, and other non-routine expenditures.
Sources of Funds for Operating Reserve - 80% of the current year excess revenue will be placed annually in the operating reserve.

Capital Purchases Reserve. This reserve is established to replace capital inventory as needed. It may also be used to make new acquisitions when deemed appropriate.

Source of Funds for Capital Purchases Reserve - 10% of the current year excess revenue will be placed annually in the capital purchase reserve.

Special Projects & Facilities Reserve. This reserve shall be used for the maintenance and improvement of existing facilities or the construction of new facilities.

Source of Funds for Special Project and Facilities Reserve - 10% of the prior year’s fund balance will be placed annually in the special projects and facilities reserve.

II. Procedure for the Expenditure of A.S. Reserves

Requests for funds shall be made in writing and shall at a minimum include the following information:

1. Program requesting funds;
2. Complete description of project of item(s) to be purchased;
3. Justification for Associated Students funding (how will students benefit from this expenditure); and
4. Other sources of funding explored and outcome of inquiry.

Each request must be provided to the Administrative Vice President so that the request may be introduced at the next meeting of the Board of Finance.

As the following meeting of the Board of Finance, the request will be considered under old business. A simple majority of committee members may approve the proposal for recommendation to the A.S. Council.

The Board of Finance shall review all requests for expenditures.

A majority vote of the A.S Council shall be required for approval of all allocations of Associated Students funds.

Allocations from any of the reserves also require the approval of the University President (or designee).
The Associated Students of Humboldt State University also seeks to invest reserve funds and any excess funds with the objective of 100% preservation of capital at as high a yield as possible.

Should an emergency arise or an unscheduled need to make a routine maintenance repair exist, standard expenditure procedures shall be waived and the General Manager shall be authorized to commit up to $2,000 from the appropriate reserve. Should an emergency exist and a sum greater than $2,000 be required, the consent from either the A.S. President, or A.S. Administrative Vice President shall suffice. Should the General Manager be unable to obtain the required consent, he or she may commit the required amount of funds to resolve the problem. In all cases, A.S. Council shall be notified of the expenditure as soon as possible but not later than their next regularly scheduled meeting.
RESOLUTION No. 2013-14-4

SIGNED AND AUTHORED BY: *Victor Arredondo, Student Affairs Vice President
*Jerry Dinzes, Student At-Large Representative

REFERRED TO: AS COUNCIL

ACTION SCHEDULED: September 23, 2013

SUBJECT: Resolution to Allocate Field Usage for Club Sports Specifically to the Redwood Bowl for a Full Day without Institutional Interference or Local Interference

1. WHEREAS, the Associated Students (A.S.) of Humboldt State University (HSU) is the official representative body, and the voice of HSU's more than 8,000 students and is entrusted to represent the best interests of our constituents; and,

2. WHEREAS, the A.S. allocated $30,000 to club sports during 2013-2014; and,

3. WHEREAS, HSU's Sports Club Program has achieved National Recognition with men's rugby, cycling, lacrosse, women's ultimate; and,

4. WHEREAS, most of Sport Club Program games are away games which are funded by mentioned allocation from A.S., in which fiscal responsibility and accountability need more measurements; and,

5. WHEREAS, the Mission of A.S. serves to "assist in the protection of rights and interest of the individual student and the student body"; and,

6. WHEREAS, pursuant the Board of Trustee's Student Participation in Policy Development resolution, "[a]ssociated student body organizations established at each university, as provided by Education Code Section 89300, shall serve as the official representative body of the students of that campus. The presidents will provide these officially recognized associated student body organizations an opportunity to offer opinions and make recommendations about campus policy and procedures that have or will have an effect upon students;" and,

7. WHEREAS, the Fields Oversight Committee is charged with ensuring adequate field access to University programs and sponsored events, specifically associated with the Redwood bowl, Upper Playing Field, Campus Events Field, College Creek Soccer Field and SRC Indoor Playing Field; and,
8. WHEREAS, pursuant to the Housing department policy "is committed to providing an environment within the residence halls that is conducive to academic achievement. The right to study, sleep and enjoy a peaceful living environment supersedes the privilege to create noise that is disturbing to others."

9. WHEREAS, fair usage of the Redwood Bowl, a turf field, which is maintained by student funds, is not negatively impacted by temporary painted lines which teams, namely Lacrosse, would have to use to ensure sport regulation guidelines are met; and,

10. WHEREAS, the A.S. has a responsibility to ensure that both intramural club athletes and intercollegiate athletes are adequately represented in the development of policy related to our campus fields; and,

11. WHEREAS, visiting teams that compete at HSU must travel over a 200 mile distance which impacts playing time, which also impacts HSU Sport Club Program playing time; and,

12. WHEREAS, the Redwood Bowl provides a barrier to noise and allows night home games for visiting teams; and,

13. WHEREAS, the A.S. has a responsibility to ensure fair usage of the fields for intramural club sport teams which are funded by the A.S., as to allow for home games and to reduce team spending (A.S. funded) for travel; therefore, be it

14. RESOLVED, that A.S. Formally requests that Campus Fields Oversight Committee to allocate full day usage to any Sport Club Program, HSU Athletic Team, whose season is in effect and calls for full day usage of the Redwood Bowl, not to be undermined by off-season athletic programs including, but not limited to Sport Club Programs and HSU Athletic Teams.

15. RESOLVED, that this resolution shall be sent to, but not limited to: the CSU Chancellor, Dr. Timothy White; HSU President, Dr. Rollin Richmond; Vice President of Student Affairs, Dr. Peg Blake; Vice President of Administrative Affairs, Ms. Joyce Lopes; and, Provost and Vice President of Academic Affairs, Dr. Robert Snyder.

* Original signatures are on file in the Associated Students Business Office.
RESOLUTION No. 2013-14-5

AUTHORED BY: *Benjamin Cox, Student At-Large

SIGNED BY: *Victor Arredondo, Student Affairs Vice President
*Mary May, Arts, Humanities and Social Sciences Representative

REFERRED TO: AS COUNCIL

ACTION TABLED UNTIL: October 7, 2013

SUBJECT: Resolution for Semesterly Parliamentary Procedure Trainings and Leadership Conferences

1. WHEREAS, the Associated Students hold a position of leadership on the HSU campus, representing the interest of the students generally,

2. WHEREAS, one main outlet for voicing the opinions and interests of students is the many decision-making groups on the HSU campus, such as the AS Council, University Senate, and University Center Board of Directors

3. WHEREAS, these meetings are conducted with adopted Parliamentary Procedure, including but not limited to Robert’s Rules of Order, and the Standard Code of Parliamentary Procedure (Sturgis Rules of Order),

4. WHEREAS, many students, including the Associated Students, stand to benefit from fostering their leadership and parliamentary procedure skills,

5. BE IT RESOLVED by the members of the Associated Students Council that the Associated Students host at least one leadership conference and parliamentary procedure workshop each Semester, and acquire the services of a professional in the above fields for the conference and workshop who is not a student, faculty, or staff member of Humboldt State University. The conferences and workshops shall be for the purpose of teaching leadership and parliamentary procedure to the Associated Students in particular, and the student body in general.

6. BE IT FURTHER RESOLVED that the parliamentary procedure workshop dedicate a portion of its time to the presentation and discussion of Open Meetings Laws, such as the Gloria A. Romero Open Meetings Act, and how students can best follow the law that applies to the various decision making groups on campus.

* Original signatures are on file in the Associated Students Business Office.
RESOLUTION No. 2013-14-6

AUTHORED BY: *Victor Arredondo, Student Affairs Vice President

SIGNED BY: *Victor Arredondo, Student Affairs Vice President  
*Jerry Dinzes, Student at Large Representative

REFERRED TO: AS COUNCIL  
ACTION SCHEDULED: October 7, 2013

SUBJECT: Resolution to Allocate Field Usage for Club Sports, Specifically to the Redwood Bowl

1. WHEREAS, the Associated Students (A.S.) of Humboldt State University (HSU) is the official representative body, and the voice of HSU’s more than 8,000 students and is entrusted to represent the best interests of our constituents; and,

2. WHEREAS, the A.S. allocated $30,000 to Club Sports from the 2013-2014 budget, money specifically distributed from student body fees into which each student pays $101.00 per year; and, the A.S. distributes an additional $38,000 to Club Sports from the Instructionally Related Activities Fee into which each student pays $674.00 per year; and,

3. WHEREAS, HSU’s Club Sports programs have achieved National Recognition with men’s rugby, cycling, lacrosse, and women’s ultimate; and,

4. WHEREAS, the Housing department policy is a significant roadblock to Club Sports interested in hosting night games at the College Creek Field, as the Department is “committed to providing an environment within the residence halls that is conducive to academic achievement. The right to study, sleep and enjoy a peaceful living environment supersedes the privilege to create noise that is disturbing to others,” and,

5. WHEREAS, visiting teams that compete at HSU must travel over a 200 mile distance, which impacts playing time and makes night games the most feasible and preferred time slot; and,

6. WHEREAS, the Redwood Bowl provides a barrier to noise and allows for night home games; and,

7. WHEREAS, the Redwood Bowl, a turf field, which is maintained by student funds, is not negatively impacted by temporarily painted lines, a prerequisite in allowing Club Sports teams to host regional games, namely Lacrosse, providing them with fair usage of the field; and,
8. **WHEREAS,** the A.S. has a responsibility to ensure fair usage of the fields for Intramural and Club Sports teams which are funded by the A.S., as to allow for home games which provide a campus wide benefit and reduce costs associated with traveling; therefore, be it

9. **RESOLVED** that A.S. humbly requests that the Campus Fields Oversight Committee allocates the Redwood Bowl for purpose of home games to any Sport Club Program or HSU Athletic Team whose season is in effect, not to be undermined by off-season athletic programs, and be it finally

10. **RESOLVED** by the Associated Students Council that this resolution shall be sent to, but not limited to: the CSU Chancellor, Dr. Timothy White; HSU President, Dr. Rollin Richmond; Vice President of Student Affairs, Dr. Peg Blake; Vice President of Administrative Affairs, Ms. Joyce Lopes; and, Provost and Vice President of Academic Affairs, Dr. Robert Snyder.

* Original signatures are on file in the Associated Students Business Office.
RESOLUTION No. 2013-14-7

AUTHORED BY: *Jerry Dinzes, Student at Large Representative

SIGNED BY: *Victor Arredondo, Student Affairs Vice President
*Jerry Dinzes, Student at Large Representative

REFERRED TO: AS COUNCIL

ACTION SCHEDULED: October 7, 2013

SUBJECT: Resolution Calling for Increased Student Participation on the Fields Oversight Committee

1. WHEREAS, the Associated Students (A.S.) Constitution declares our purpose as advocates to “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,

2. WHEREAS, pursuant the Board of Trustee's Student Participation in Policy Development resolution, “[a]ssociated student body organizations established at each university, as provided by Education Code Section 89300, shall serve as the official representative body of the students of that campus. The presidents will provide these officially recognized associated student body organizations an opportunity to offer opinions and make recommendations about campus policy and procedures that have or will have an effect upon students;” and,

3. WHEREAS, the A.S. has a responsibility to ensure that both Intramural and Club Sports athletes, as well as Intercollegiate Sports athletes are adequately represented in the development of policy related to our campus fields; and,

4. WHEREAS, the Fields Oversight Committee is charged with ensuring adequate field access to University programs and sponsored events, specifically associated with the Redwood bowl, Upper Playing Field, Campus Events Field, College Creek Soccer Field and SRC Indoor Playing Field; therefore be it

5. RESOLVED that A.S. Formally requests that Campus President Rollin Richmond restructure the Fields Oversight Committee to accommodate two student representatives to be appointed by the Associated Students, one being an intercollegiate athlete and the other an intramural or clubs sports athlete; and be it finally

6. RESOLVED by the Associated Students Council that this resolution shall be sent to, but not limited to: the CSU Chancellor, Dr. Timothy White; HSU President, Dr. Rollin Richmond; Vice President of Student Affairs, Dr. Peg Blake; Vice President of Administrative Affairs, Ms. Joyce Lopes; and, Provost and Vice President of Academic Affairs, Dr. Robert Snyder.

* Original signatures are on file in the Associated Students Business Office.
RESOLUTION: 2013-14-X

AUTHORED BY: Jerry Dinzes, AS Student at Large

SPONSORED BY:

REFERRED: AS Council

SUBJECT: Resolution Furthering Support for Arts in the Quad Programming

WHEREAS, At Humboldt State University, we are fortunate to have an abundant supply of diverse, talented, and beautiful students; and,

WHEREAS, The Associated Students' (AS) Bylaws establish the mission of AS Presents\(^1\) to “[m]aintain strong student involvement, voice, and decisionmaking in AS programming activities and events,’’ an endeavor that we must proactively pursue; and,

WHEREAS, The Arts in the Quad program is in harmony with AS Presents mission to “[c]reate a comprehensive, diverse variety of events and programs for all students including concerts, special events, films, lectures, recreation & trips, comedy, dances;” and,

WHEREAS, The 2013-14 budget allocates $92,245 to AS Presents, or 11.4% of the student fee money collected by A.S.; and,

WHEREAS, AS Presents is charged with creating “partnerships with campus clubs and organizations representing all aspects of student life;”

WHEREAS, Developing aspects of the Arts in the Quad program to include skilled student artists, musicians, dancers, cinematographers, or otherwise talented individuals provides these students with the professional opportunities and is an efficient “use of AS funds and resource;” and,

WHEREAS, The Arts in the Quad program meets the AS Presents mission to build “community spirit by planning and cosponsoring events that take place on the HSU campus;” therefore be it

RESOLVED, by the Associated Students Council that the Arts in the Quad events be initiated by AS Presents no less than three times per semester from now through the Fall Semester 2014; and be it further

RESOLVED, that the AS Presents shall prioritize the funding of affordable and quality student based art events, and expend these monies on items such as food, canvas, staff to assist with events, and other materials as deemed necessary; and be it finally

RESOLVED, that this resolution shall supersede A.S. resolution 2013-14-1.