Associated Students Council
Humboldt State University
Meeting on Monday, October 19, 2015
University Center Quad

In case of inclement weather, meeting will be moved to the UC Banquet Room
3:00 p.m.

Agenda #8

I. Call to Order

II. Roll Call

III. Approval of Agenda #8 dated October 19, 2015 – Action Item

IV. Chair's Report

V. Special Presentations:
   A. WRRAP (Shiloh Green)

VI. Approval of Minutes
   A. Approval of Minutes #7 dated October 5, 2015 – Action Item

VII. 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.

VIII. 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
IX. General Council Work Session

A. Student Involvement in the Provost Search Committee – Discussion Item (Eamon Daly)
Daly will provide an update on the Provost search, the importance of shared governance, and how student input can make a difference.

X. Old Business

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

A. Committee Reports from Students-at-Large (This is a time for students appointed to committees/boards to give a report to Council.)
B. President (Juan Cervantes)

Executive Committee Report – October 12, 2015

1. Request from the Associated Students President to spend an amount not to exceed $1000.00 for costs associated with a Halloween Event from the AS Government Special Projects Line Item – Information Item
The event is being planned by Clubs and Activities, and the Associated Students. A.S. Government Budget Language #5: $3,000 has been allocated to Provide Support for special A.S. Government Sponsored Events as determined by the A.S. President in consultation with the A.S. Executive Committee.

2. Request from the Associated Students President to spend an amount not to exceed $1000.00 for costs associated with a Veteran’s Appreciation Event from the AS Government Special Projects Line Item – Information Item
The event is being planned by the Office of Veteran Affairs, Clubs and Activities, and the Associated Students in conjunction with the Student Veteran Association. A.S. Government Budget Language #5: $3,000 has been allocated to Provide Support for special A.S. Government Sponsored Events as determined by the A.S. President in consultation with the A.S. Executive Committee.

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

C. Administrative Affairs Vice President (Alexis Hernandez)

Board of Finance Report – October 12, 2015

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 2015-16 Budget, the Unallocated process and the Reserve Policy, Fund Designation and Procedure for Expenditure. These items are included in the Board of Finance binder.

2. A.S. Board of Finance 2015-16 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 2015-16 meeting schedule.

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

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

XIII. New Business

XIV. Announcements

XV. Adjournment
Associated Students Council  
Humboldt State University  
Monday, October 5, 2015  
University Center Banquet Room  
Minutes #7

Call to Order

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

Roll Call

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

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

Advisors Present: Becca Ingerson, Jacob Stadtfeld, Joan Tyson, Dr. Peg Blake

Approval of Agenda

MOTION: CERVANTES/CANNON move to approve Agenda #7 dated October 5, 2015

APPROVED AS AMENDED

MOTION: RAMIREZ/SESANTO move to amend the agenda by placing the Appointments to Committees and Council prior to Special Presentations

APPROVED

Chair’s Report

Macias reported that the Council should maintain a professional demeanor during the meeting.

Appointments to Committees and Council

A.S. President (Juan Cervantes)

MOTION: HERNANDEZ/CANNON move to appoint Julia Sheffield to the Humboldt Energy Independence Fund Committee

APPROVED

MOTION: PLATT/CANNON move to appoint Graciela Chipres to the A.S. Council as an At-Large Representative

APPROVED

MOTION: HERNANDEZ/TIERNEY move to appoint Heaven Simon to the Lobby Corps

APPROVED

MOTION: HERNANDEZ/RAMIREZ move to appoint Blanche Duann to the A.S. Event Funding Committee

APPROVED
MOTION: HERNANDEZ/TIERNEY move to suspend AS Government Code 7.03 to appoint Joseph Mularky to the A.S. Board of Finance
APPROVED

Mularky was unable to attend the meeting.

MOTION: HERNANDEZ/CHIPRES move to appoint Joseph Mularky to the A.S. Board of Finance
APPROVED

MOTION: RAMIREZ/SESANTO move to appoint Kathryn Guzman to the University Senate
APPROVED

A.S. Administrative Vice President (Alexis Hernandez)

No appointments.

A.S. Legislative Vice President (Zitlaly Macias)

MOTION: CERVANTES/HERNANDEZ move to suspend A.S. Government Code 7.03 to appoint Emily McBride to A.S. Presents Committee
APPROVED

McBride was unable to attend the meeting.

MOTION: RAMIREZ/JACOBS move to appoint Emily McBride to the A.S. Presents Committee
FAILED
(6) AYE
(5) NAY
(2) ABSTENTION

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

No appointments.

Special Presentation

A. Women’s Resource Center Presentation (Alexia Siebuhr)

Alexis Siebuhr presented on the Women’s Resource Center objectives, goals, and current projects.

Approval of Minutes

A. Approval of Minutes #6 dated September 21, 2015 – Action Item

MOTION: GUZMAN/TIERNEY move to approve Minutes #6 dated September 21, 2015
APPROVED

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

Jonathan Hogan discussed his desire to apply to A.S. Presents. Hogan was provided instruction on
how to apply.

Carly Strand discussed the need for more structured breastfeeding policy at HSU, as well as the lack of resources for breastfeeding mothers on campus.

**Old Business**

I. Old Business

A. 2015-16 A.S. Meeting Temporary Location Change – **Action Item**  
The A.S. Council will consider approving a temporary adjustment to the location in the 2015-16 Council meeting schedule. The temporary location will be on the University Center Quad during the A.S. Council meeting on Monday, October 19, 2015. In case of inclement weather, the meeting will be located in the University Center Banquet room.

**MOTION:** HERNANDEZ/GUZMAN move to approve the 2015-16 A.S. Meeting Temporary Location Change  

APPROVED  
(9) AYES  
(1) OPPOSED  
(2) ABSTENTIONS

Stadtfeld discussed temporarily moving the location of the meeting to the Quad on October, 19, 2015. Stadtfeld met with Molly Kresl, Clubs and Activities Coordinator, John Erickson, U.C. Operations Manager, and A.S. staff. None of them expressed serious issues moving the meeting location. Stadtfeld also noted moving the location would increase A.S. Council visibility for students. Cervantes discussed wanting a reason to have a meeting outside, such as discussing an important resolution. Daly noted the importance of transparency and the location change could be a good first step. Guzman agreed with the action item. Macias noted students from Oaxaca, Mexico would be on campus that day and the event would be a good representation of what the Council does. Ramirez mentioned the A.S. Presents show featuring Killer Mike is the same day.

CHIRPES/GUZMAN move to amend the date to Monday, November 2, 2015  

FAILS  
(2) AYES  
(9) OPPOSED  
(1) ABSTENTION

*The Council voted on the amendment and returned to the original motion.*

Stadtfeld commented he would prefer to have a normal meeting and not include a resolution. Stadtfeld believed a normal meeting would be a good indicator on whether or not the location change was a good idea.

*Blake left the meeting at 4:45 p.m.*

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

**President (Juan Cervantes)**  
Cervantes reported WRRAP’s event, “Kill The Cup” has been launched and will continue
throughout the month. Cervantes also reported his full written report can be viewed on the A.S. website.

**Administrative Vice President (Alexis Hernandez)**
Hernandez reported the A.S. t-shirts arrived and Council members can pick up their shirts in the office. Hernandez discussed the need for Council members to join the Board of Finance.

**Student Affairs Vice President (Tiana Cannon)**
Cannon reported that she has been outreaching to students to apply for committees.

**Legislative Vice President (Zitlaly Macias)**
Macias discussed the A.S. Council attendance policy. Macias reported moving forward on the international student project. Macias also mentioned she is a member of two committees and would be willing to have a designee for both of them.

**Guzman – College of Arts, Humanities and Social Sciences**
Guzman reported she met an Oh! Snap representative and announced they have a meeting on Friday, October 8, 2015. Guzman announced WRAP has a “Kill the Cup” event during the HSU Homecoming Game. Guzman reported that during the recent Constitution and Bylaw Committee meeting they discussed proxy policies.

**Ramirez – College of Arts, Humanities and Social Sciences**
Ramirez reported setting up a meeting with Oh! Snap and wanting them to present during an A.S. meeting. Ramirez announced the CAHSS will have fliers for the mixer. The mixer will be on Wednesday, October 21, 2015, in the Kershner Lounge. Ramirez met with the Indian Tribal & Educational Personnel Program and they are working on hiring a new director.

**Siebuhr – College of Arts, Humanities and Social Sciences**
Siebuhr discussed going to the recent ERC meeting as their A.S. liaison. ERC had a speed-friending event on Friday, October 2, 2015, that went well. Siebuhr also reported the carpet in the ERC office needs to be replaced, and office space is limited because they are sharing the space with another program. Siebuhr also discussed the Queer Center Development Committee needs to not take credit for student’s work. Siebuhr also met with Mary Sue Savage, Check-It Coordinator, about having a Check-It training for A.S. Council members.

**Sesanto – College of Natural Resources and Sciences**
Sesanto discussed the CNRS mixer will be on Thursday, October 29, 2015, in the UC South Lounge.

**Jacobs – College of Natural Resources and Sciences**
Jacobs reported he has made progress on the “Women in the Sciences Speaker Series” project. Jacobs hopes to have Professor Jennifer Douda, U.C. Berkeley Professor, as a speaker on campus.

**Tierney – College of Natural Resources and Sciences**
Tierney discussed meeting with Indian Natural Resources, Science & Engineering Program at Humboldt State University (INRSEP). Tierney also announced she is hosting Talk, a talk radio show, on KRFH. The A.S. Council and anyone involved with student government is invited to appear. The radio show is aired weekly on Wednesdays at 7:00 p.m. Contact Tierney if you are interested.
Platt – At Large
Platt reported he met with Su Karl and Cyril Oberlander, HSU Library Dean, about not having enough space for students in the Learning Center math lab. Platt discussed the overflow discourages students from coming, and would like to either find a larger space or additional space for the lab.

Chipres- At Large
Chipres reported she has two resolutions planned and will be applying for a committee by the next meeting.

Daly – Graduate Representative
Daly reported he has been appointed to the Chair of the Incentives Committee and became a member of the Governance Committee. Daly also discussed student centered research funds allocated to President Rossbacher. Last academic year, President Rossbacher declined the funding, but over the last month she retracted her decision as expenditure of these funds are as outlined in the Sponsored Programs Foundation policies. Daly also reported on the Provost Candidate student forums. Daly noted one student was present during the student forum on Monday, October 5, 2015, and would appreciate more Council members coming to the next two forums.

External Affairs (Rebecca Ingerson)
Ingerson reported the Lobby Corps is working on multiple voter registration events. The next event will be held on in the UC South Lounge on Wednesday, October 14, 2015, from 11:00 a.m. to 1:00 p.m.

A.S. Presents (Jacob Stadtfeld)
Stadtfeld reported during the last A.S. Presents meeting they started to plan the spring schedule.

Vice President of Enrollment Management and Student Affairs (Peg Blake)
Tyson spoke on behalf of Peg Blake who reported there are four finalists for the Provost position. Blake requests the Council participate in the open forums and provide feedback. Blake also announced there is a HSU Advancement Board meeting on Friday, October 9, 2015. Blake discussed that local high school counselors will be on campus on Friday, October 9, 2015. University representatives will meet with the counselors to discuss what HSU has to offer possible incoming students. Blake also announced there is a Study Abroad Fair on Wednesday, October 7, 2015, from 10:00am to 3:00pm on the U.C. Quad.

General Manager (Joan Tyson)
Tyson reported there are three important student fee committees, which need to be filled. The Board of Finance is meeting next week on Monday, October 12, 2015, the Instructionally Related Activities Committee needs more members and is hoping to convene on Wednesday, December 9, 2015, and the Student Fee Advisory needs more members as well. President Rossbacher is asking all auxiliaries to provide a business plan and a 5-year budget plan. President Rossbacher is requesting the plan be submitted to her by Saturday, January 2, 2016. Tyson expects the A.S. Council to approve the A.S. plan prior to the last meeting of the Fall semester.

Daly left meeting at 4:55 p.m.

General Council Discussion
Cervantes asked Siebuhr about a presenter for the AIDS Quilt event. Siebuhr responded the
presenter is not coming because of payment issues but the film is still being shown. Hernandez asked Siebuhr what group shares office space with the ERC. Siebuhr answered the Graduate Pledge Alliance shares space with the ERC. Chipres asked why the YES program does not go to the University Police Department for Live Scans. Hernandez responded the results are quicker than before. Siebuhr asked Hernandez about the food redistribution project at the YES house. Hernandez was unaware of the project. Guzman mentioned the Homeless Network will be in staff meeting with Oh! Snap.

*Stadtfeld left meeting at 5:00 p.m.*

**Announcements**

Cervantes announced he appreciates the Council’s active role during the appointments, but requests more outreach to fill more vacancies. Hernandez announced on October 15, 2015, at 6:30 p.m. the Student’s Affair Club is having an event for Student Affairs Month in the Klamath room. Ingerson announced a voter registration event on Wednesday, October 14, 2015, and asked the Council to attend. Ramirez announced next week is Indigenous Peoples’ Week. Hernandez thanked the Council for wearing the A.S. t-shirts during the meeting. Macias thanked the Council for their patience as she is learning her role during the A.S. meetings.

**Adjournment**

Macias adjourned the meeting without objection at 5:07 p.m.

Recorded by:
Patric Esh
A.S. Council Assistant

Approved by:

Zitlaly Macias
Legislative Vice President
Call to Order

Alexis Hernandez, Administrative Vice President, called the Board of Finance meeting to order at 4:04 pm on Monday, October 12, 2015 in Nelson Hall East 116.

Roll Call

Members Present: Juan Cervantes, Alexis Hernandez, Joseph Mularky

Advisor Present: Joan Tyson

Approval of the Agenda

MOTION: CERVANTES/MULARKY move to approve Agenda #1 dated October 12, 2015
APPROVED

Chair's Report

Hernandez is excited about the academic year.

Public Comment

There was no public comment.

Approval of the Minutes

MOTION: MULARKY/CERVANTES move to approve Minutes #12 dated May 11, 2015
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 2015-16 Budget, the Unallocated process and the Reserve Policy, Fund Designation and Procedure for Expenditure. These items are included in the Board of Finance binder.
Tyson reviewed the Fiscal Code, the 2015-16 budget and budget language—including an explanation of budgeted fee revenue based on the number of fee paying students and fund 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 2016-17 budget process and what that process will involve and when it will begin—which is early December 2015. The Board of Finance received a handout detailing the balances in each of the unallocated and reserve accounts as of July 1, 2015 as follows: Unallocated account ($10,847), Operating Reserve ($344,864, minus $25,500 2015-16 Reserve Allocation to the annual budget) Special Projects-Facilities Reserve ($55,687), and the Capital Purchases Reserve ($54,212). These are the same amounts shown in the June 30, 2015 audit. Tyson also reviewed the Reserve Policy, Fund Designation and Procedure for Expenditure in detail with the Board of Finance. 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. Tyson also reviewed the 2015-16 Unrestricted Net Position Analysis statement that reviews current net position of the AS and future projects for Council consideration. 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. Tyson also handed out a copy of CSU Executive Order 369 regarding review and approval of Associated Students’ budgets and briefly reviewed the document.

B. A. S. Board of Finance 2015-16 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 2015-16 meeting schedule.

   There was no public comment.

MOTION: CERVANTES/MULARKY move to approve A.S. Board of Finance 2015-16 Standing Rules and Meeting Dates APPROVED

Tyson explained that the Standing Rules and Meeting Schedule are approved annually and outline the operating rules for the AS Board of Finance. The Standing Rules notes the deadline to submit items for the Board of Finance Agenda. Meetings for the 2015-16 academic year are scheduled for Monday at 3:00 p.m. Tyson noted that there is an all-day meeting scheduled for Saturday, February 27, 2016, for the Board of Finance Hearings and that it will be important for all members to be available that day.

Announcements

There were no announcements.
**Adjournment**

Hernandez adjourned the meeting at 4:41 p.m. without objection.

Recorded by:

Patric Esh  
A.S. Council Assistant

Approved by:

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Alexis Hernandez  
Administrative Vice President