

Associated Students Council
Humboldt State University
Monday, December 14, 2015
University Center Banquet Room
Minutes #12

Approved
1-25-16

Call to Order

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

Roll Call

Representatives Present: Jesse Benefiel, Eamon Daly, Jason Jones, Jonah Platt, Michael Ramirez, Sean Sesanto, Ama Tierney

Representatives Absent: Graciela Chipres (Excused), Kathryn Guzman (Excused), Jordan Jacobs (Unexcused)

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

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

Approval of Agenda

MOTION: RAMIREZ/DALY move to approve Agenda #12 dated December 14, 2015

APPROVED

Chair's Report

Macias stated the meeting will be a quick meeting and to please keep it concise.

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

There was no Public Comment.

Appointments to Committees and Council

A.S. President (Juan Cervantes)

MOTION: RAMIREZ/SIEBUHR move to suspend AS Government Code 7.03 to appoint Aaron Cobas as the Elections Commissioner to the Associated Students APPROVED

MOTION: RAMIREZ/TIERNEY move to appoint Aaron Cobas as the Elections Commissioners to the Associated Students APPROVED

A.S. Administrative Vice President (Alexis Hernandez)

MOTION: PLATT/RAMIREZ move to appoint Eamon Daly to the Student Grievance

Committee

APPROVED

A.S. Legislative Vice President (Zitlaly Macias)

MOTION: RAMIREZ/CERVANTES move to appoint Eamon Daly to the Environmental Health and Occupational Safety Committee

APPROVED

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

None.

Old Business

- A. AS General Manager Position Update – Discussion Item
Cervantes will update the AS Council regarding the position vacancy, review of structure and job description, and other changes related to the AS General Manager position.

Cervantes reviewed changes that were made in the AS General Manager Position document. Cervantes noted the minimum requirements were changed. An applicant with a Bachelor's degree must have five years of experience instead of three and an applicant with a Master's degree may substitute two years of required experience. Cervantes reasoned the applicant needs a lot of experience with the business management responsibilities of the position. There were no objections to the change. Cervantes also excluded the third paragraph of the minimum requirements because the information was clear in the other two paragraphs. Cervantes didn't change the performance review process. Cervantes received feedback from other CSU Associated Students Councils and reasoned the next AS Council could conduct the performance review with a neutral opinion. No member had an objection. Cervantes noted the change in Section 4.02, which will provide the President's designee authority to complete the evaluation instead of being charged with completing the evaluation. Cervantes also changed the duties of the position and included, "additional duties as needed." Cervantes excluded the salary range and replaced to commensurate salary. Cervantes also struck out the "at-will" section. Tyson discussed a possible discrepancy in section 4.02. Tyson noted in the AS Constitution the HSU Vice President of Student Affairs is a non-voting member, but the job description states they will be sent by the University President to "sit" on the AS Council. Siebuhr asked about the hiring process specifically providing institutional memory to the next Executive Director. Cervantes responded there is not an official manual. Tyson also noted there are documents (minutes, agendas, and official memoranda, and files in her office) provided that will support the new Executive Director. Hernandez asked when the employee search will start. Cervantes wanted to start immediately and will ask for an action item in the next meeting. Daly asked about advertising for the position. Cervantes asked other CSU Associated Students Councils and the University Center about the advertising process. That information would be provided to the screening committee. Blake said HSU President Rossbacher gave a letter to Cervantes about issues she has regarding the proposal. Blake also had a meeting with Rossbacher. Blake will provide additional issues she has to the Council. Cervantes asked for an example of one of the issues. Blake responded that the Chancellor's Office advised President Rossbacher that one auxiliary is not authorized to provide services to another auxiliary organization. Cervantes believes that issue can be resolved. Cervantes also commented that meetings regarding the position and process with other administrators should be open and transparent. Both Cervantes and Blake noted that they do not want unneeded conflict throughout the process. Siebuhr asked if the AS Council will be involved in that conversation with the HSU President or designees. Cervantes believed so, but would like

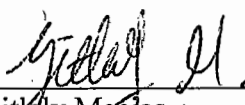
everyone to have the information first. Blake also noted President Rossbacher has asked her and Vice President Joyce Lopes to be her designees to meet with the AS Council to work out concerns. Cervantes reminded Blake of the Gloria Romano Open Meeting Law and to be careful of serial meetings. Tierney asked if that meeting will be before the next scheduled ASC meeting. Blake asked if a meeting could be scheduled before the next meeting. Cervantes agreed, but requested Macias to officially approve the meeting. Macias agreed to the meeting. Tierney and Daly asked about quorum during the special meeting. Cervantes responded he hopes to have quorum or the meeting will not be official. Blake asked the AS staff to review the Council's, Blake's, and Lopes' schedules and schedule a meeting the first week of the semester.

Adjournment

Macias adjourned the meeting without objection at 3:28 p.m.

Recorded by:
Patric Esh
AS Council Assistant

Approved by:



Zittaly Macias
Legislative Vice President