

Associated Students Council  
Humboldt State University  
Monday, April 29, 2013  
University Center, South Lounge  
Minutes #20

**Call to Order**

Matt Lutwen, Legislative Vice President, called the meeting to order at 6:00 p.m. in the University Center, South Lounge.

**Roll Call**

Representatives Present: Ray Alvarez, Adrian Baez-Alicea, Jesse Carpentier, Corinne Krupp, Tony Lapid, Francesca McDonald, Evan Petillo, Zane St. Martin

Representatives Absent: Nina Ziccone (excused), Rachelle Dilley (excused), Mick Johnson (unexcused), Clay Gallardo (unexcused)

Officers Present: Ellyn Henderson, Matt Lutwen, Megan Reynolds, Paul Yzaguirre

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

**Approval of Agenda**

MOTION: MCDONALD/YZAGUIRRE move to approve Agenda #20 dated April 29, 2013  
APPROVED

**Chair's Report**

Lutwen reported that the meeting will include a large Board of Finance report.

**Approval of Minutes**

A. Approval of Minutes #18 dated April 8, 2013 – Action Item

MOTION: YZAGUIRRE/MCDONALD move to approve Minutes #18 dated April 8, 2013  
APPROVED

B. Approval of Minutes #19 dated April 15, 2013 – Action Item

MOTION: BAEZ-ALIECEA/CARPENTIER move to approve Minutes #19 dated April 15, 2013  
APPROVED

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

Alexander Fest, a student-at-large, commented that KRFH is seeking funds to install a FM low power transmitter to provide broadcasts in the community. KRFH used to run services on AM 610 but now only serves listeners through an internet radio station. On October 15, 2013 there will be an

application window of three days for student radio and non-profit radio to apply for low-power radio station licenses. KRFH will need to seek funds to apply for a FM radio frequency but will first need an engineering study to see if a frequency would be feasible on campus. Fest may be e-mailed at: asf159@humboldt.edu

### **Closed Session**

MOTION: ST. MARTIN/BAEZ-ALICEA move to go into closed session to conduct the evaluation of the AS General Manager and to include the Student AS Council Advisors APPROVED

*The Council met in closed session in Nelson Hall East Room 106.*

MOTION: ST. MARTIN/BAEZ-ALICEA move to end closed session APPROVED

### **Appointments to Committees and Council**

#### **A.S. President (Ellyn Henderson)**

No Appointments.

#### **A.S. Administrative Vice President (Paul Yzaguirre)**

No Appointments.

#### **A.S. Legislative Vice President (Matt Lutwen)**

No Appointments.

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

No Appointments.

### **Old Business**

No Appointments

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

#### **President (Ellyn Henderson)**

Henderson reported that there was excellent outreach for the AS Election. The IRA Committee passed the 2013-14 IRA Budget on Thursday, April 25. Henderson is working on a document that will be left for the incoming Council on projects that are currently in progress. Henderson encouraged the Council to reach out to the incoming Council.

#### **Administrative Vice President Report (Paul Yzaguirre)**

Board of Finance Report – April 22, 2013

1. Request from the MultiCultural Center (MCC) for approval to spend an amount not to exceed \$715 from the MCC's Special Projects: In-House line item and \$174 from the MCC's Publicity line item for costs associated with the 2013 HSU California Big Time – Information Item

MCC Budget Language #12 requires that no in-house project shall result in a cumulative cost of more than \$500 without prior approval of the Board of Finance. The MCC received unanticipated expenses for this year's Big Time including insurance and hospitality.

Yzaguirre reported that the Board of Finance approved the request from the MCC.

2. Request from the Waste Reduction and Resource Awareness Program (WRRAP) for a line item transfer of \$400 from line item *Work Study* to line item *Hourly Wages* for costs associated with hourly wages for the Compost Site Operator (2) position – Information Item  
WRRAP has only employed one work study student for the 2012-13 fiscal year and would like to transfer funds allocated for work study wages to hourly wages so that it may be utilized.

Yzaguirre reported that the Board of Finance approved the request from WRRAP.

3. Request from WRRAP to reallocate \$1,500 in funds allocated for the ROSE Assistant Director to the following positions: Office Manager, \$200; Zero Waste Director, \$200; Take Back the Tap Co-Director, \$200; Education Assistant Director (2), \$200; Compost Assistant Director, \$200; Multi Media Editor, \$300 – Information Item  
The students employed as the ROSE Assistant Director has received work study wages and WRRAP would like to reallocate the hourly wages to other positions.

Yzaguirre reported that the Board of Finance approved the request from WRRAP.

4. Request from the Associated Students Government for a line item transfer of \$1,080 from line item *Supplies and Services* and \$2,000 from line item *Publicity* to line item *Elections* for costs associated with BigPulse managed online election services for the Spring 2014 General Election – Information Item  
BigPulse would provide fully managed online election services to the Associated Students for the Spring 2014 General Election. Testing of the new service will begin in May 2013.

Yzaguirre reported that the Board of Finance approved the request from Associated Students Government. Tyson provided background that the Associated Students has used Account Center in the past but that the service is being phased out. BigPulse online election services are used at nine other CSU campuses and would allow the Associated Students to provide e-mail balloting.

5. Request from the Associated Students Government from General Operations Reserve in an amount not to exceed \$1,980 for costs associated with the creation of a classified website– Action Item  
A goal of the 2012-13 Associated Students Council has been the development of a classified site accessible only to enrolled HSU students.

MOTION: KRUPP/CARPENTIER move to approve the from the Associated Students Government from General Operations Reserve in an amount not to exceed \$1,980 for costs associated with the creation of a classified website APPROVED

Yzaguirre reported that the Board of Finance recommended approval of the request for funds for the classified website. Krupp asked who would create the site. Yzaguirre responded that the quote for the website came from the department of Marketing and Communications. The cost includes a 10% contingency for any unseen costs.

Yzaguirre gave the *You Rock Rock* to Kaitlin Carney for her excellent work on the 2013 Election.

#### **Student Affairs Vice President (Megan Reynolds)**

Reynolds reported that she has contacted Stress Busters from the Peer Health Education Program to provide shoulder and neck massages at Study Lounge. The University Center (UC) will begin to solicit input for renovations to the Depot. The UC Board of Directors will be considering changes to the bylaws of the UC to increase measures of transparency at its next meeting.

#### **Legislative Vice President (Matt Lutwen)**

Lutwen reported that the Student Health Advisory Committee reviewed slides that will promote health on different screens throughout the Library and Dining facilities. The University Senate will review a resolution in opposition to Senate Bill (SB) 520. The AS Council will be receiving a report on food security needs for students at the May 6 meeting. The University Executive Committee, based on a discussion with CSU Chancellor Dr. Timothy White, is interested in initiatives that will make students feel more welcome in the local community.

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

St. Martin reported that he attended the External Affairs *Meet your Representative* Event. St. Martin attended the Model United Nations (MUN) Conference where four out of six delegations were recognized for their work.

Petillo – College of Arts, Humanities and Social Sciences

Petillo reported that he has been assisting with organizing student focus groups for the Office of Diversity and Inclusion. Petillo met with Tay Triggs, the Associated Dean for Student Engagement and Leadership, to discuss training opportunities for clubs.

Ziccone – College of Arts, Humanities and Social Sciences

Absent.

Dilley – College of Natural Resources and Sciences

Absent.

Krupp – College of Natural Resources and Sciences

Krupp reported that the Waste Reduction Resource Awareness Program (WRRAP) has hired a new employee. WRRAP is continuing to plan for Donation Dash and Green Graduation. Krupp will be returning to the 2013-14 Council.

Baez-Alicea – College of Natural Resources and Sciences

Baez-Alicea reported that Campus Center for Appropriate Technology is hosting a knitting circle on Thursday. CCAT continues to have volunteer opportunities on Friday's from 10:00 a.m. – 4:00 p.m. CCAT will be hosting a May Day celebration from 1:00-8:00 p.m. on Saturday.

Carpentier – College of Professional Studies

Carpentier reported that the Learning Center will be providing tutors for the first two nights of Study

Lounge. The Centennial Celebration Committee continues to meet at times when Carpentier is unable to attend; she will contact the Committee to receive an update on planning.

Lapiz – College of Professional Studies

Lapiz reported that the University Senate approved a resolution asking the Chair to step down.

Gallardo – College of Professional Studies

Absent.

Johnson – At Large

Absent.

McDonald – At Large

McDonald reported that the Clubs Office will be hosting an event for students to learn about upcoming policy changes, workshops and other important information for clubs for the 2013-14 Academic year.

Alvarez – Graduate Representative

Alvarez reported that he attended the *Meet Your Representative* event today. Alvarez attended the College of Professional Studies Social.

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

Hoskins reported that he attended Model United Nations. Hoskins will be attending a CSSA Meeting in San Diego May 5-7. External Affairs hosted the *Meet your Representative* event earlier in the day and 20 students were in attendance.

#### **AS Presents Coordinator (Jeffrey Novoa)**

Novoa reported that he attended the IRA Committee meeting on Thursday, April 26. The AS Presents Committee continues to review artists for the 2013-14 year.

#### **Elections Commissioner (Kaitlin Carney)**

Carney reported that there was 17% voter turnout for the AS Election, a significant increase over last year. There are three run offs this week for the positions of: AS President, Administrative Vice President and Student Affairs Vice President. The deadline to apply for vacant positions is Friday, May 3 at 5:00 p.m. Carney is looking forward to the implementation of the new elections system next year.

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

Absent.

#### **General Manager (Joan Tyson)**

Tyson reported that the Council will receive an e-mail with a survey to be completed to assist the AS staff with completing the annual year end and assessment report.

#### **General Council Discussion**

Henderson stated that the AS Government did a good job spreading information about voting prior to the AS Election, but momentum was lost during the week of voting. Krupp stated that reminder e-mails to the student body would have assisted in election turnout. Council provided additional

feedback on improvements to the election process.

**General Council Work Session**

A. Spring 2013 Study Lounge – Information Item (Megan Reynolds)

Reynolds stated that the Spring 2013 Study Lounge will be Monday, May 15 – Wednesday, May 17 from 6:00 p.m. – 2:00 a.m. A signup sheet will be posted in the AS Office. Reynolds stated that food and study materials would be provided and that the Learning Center will continue to provide tutors on Monday and Tuesday.

**Announcements**

May Day will be on Saturday, May 6 from 1:00 – 8:00 p.m.

**Adjournment**

Lutwen adjourned the meeting without objection at 7:53 p.m.

Recorded by:

Rob Christensen  
AS Council Assistant

Approved by:



Matt Lutwen  
Legislative Vice President