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 if 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 Ferdolodge 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