Call to Order

Matt Lutwen, Legislative Vice President, called the meeting to order at 2:00 p.m. in the University Center, South Lounge.

Roll Call

Representatives Present: Ray Alvarez, Jesse Carpentier, Clay Gallardo, Daryl Grable, Mick Johnson, Tony Lapiz, Francesca McDonald, Evan Petillo, Greg Pfotenhauer, Zane St. Martin, Nina Ziccone

Officers Present: Ellyn Henderson, Matthew Lutwen, Megan Reynolds (late), Paul Yzaguirre

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

Approval of Agenda

MOTION: YZAGUIRRE/LAPIZ move to approve Agenda #6 dated September 24, 2012

Chair's Report

Lutwen reported that there are some Council members who have not recorded office hours; Lutwen encouraged all Council members to sign in for office hours.

Approval of Minutes

A. Approval of Minutes #5 dated September 10, 2012 – Action Item

MOTION: HENDERSON/YZAGUIRRE move to approve Minutes #5 dated September 10, 2012

Public Comments (As per the Gloria Romero Open Meeting Act of 2000 authorized by Section 89306.)

Jerry Dinzies, an Environmental Policy Major, provided comment to the Council. Dinzies had concerns about transparency issues on campus and stated that he would like the University Center Board of Directors to include Public Comment in their meetings. Dinzies thanks the Associated Students for providing a section for Public Comment in the agenda. Dinzies was concerned about the appointment of a student to the University Center Board of Directors into a position that is typically elected. Dinzies is concerned that the decision of the Board are being manipulated and is concerned that there is an attitude that students do not have the common sense to make decisions and that decisions should be delegated to non-students.
Appointments to Committees and Council

A.S. President (Ellyn Henderson)

MOTION: YZAGUIRRE/LAPIZ move to suspend AS Government Code 6.03 to appoint Ashley Schauer to the Alcohol and Other Drug Abuse Prevention Committee APPROVED

Schauer is in class and is unable to attend.

MOTION: YZAGUIRRE/MCDONALD move to appoint Ashley Schauer to the Alcohol and Other Drug Abuse Prevention Committee APPROVED

MOTION: YZAGUIRRE/LAPIZ 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: PFOTENHAUER/PETILLO move to appoint Kerri Malloy to the Integrated Curriculum Committee APPROVED

MOTION: YZAGUIRRE/MCDONALD move to suspend AS Government Code Section 6.03 to appoint Ricky Sims to the Alcohol and Other Drug Abuse Prevention Committee APPROVED

Sims is at a medical appointment.

MOTION: ZICCONE/JOHNSON move to appoint Ricky Sims to the Alcohol and Other Drug Abuse Prevention Committee APPROVED

MOTION: YZAGUIRRE/MCDONALD move to suspend AS Government Code Section 6.03 to appoint Max Chesser to the Services to Students with Disabilities Committee APPROVED

Chesser is in class and is unable to attend.

MOTION: LAPIZ/ZICCONE move to appoint Max Chesser to the Services to Students with Disabilities Committee APPROVED

MOTION: CARPENTIER/MCDONALD move to appoint Tony Lapiz to the University Center Business Enterprise Board APPROVED

MOTION: ZICCONE/YZAGUIRRE move to suspend AS Government Code Section 6.03 to appoint Rich Macey Student Affairs Advisory Committee APPROVED

Macey is in class and is unable to attend.

MOTION: YZAGUIRRE/ZICCONE move to appoint Rich Macey to the Student Affairs Advisory Committee APPROVED

MOTION: PETILLO/LAPIZ move to recommend the appointment of Ellyn Henderson to the Advancement Foundation APPROVED

(1) ABSTENTION
MOTION: LAPIZ/YZAGUIRRE move to appoint Daryl Grable to the Student Fee Advisory Committee to a term that expires May, 2014 APPROVED

MOTION: ZICCONOE/YZAGUIRRE move to appoint Francesca McDonald to the Instructionally Related Activities Committee APPROVED

MOTION: LAPIZ/MCDONALD move to appoint Clay Gallardo to the Student Grievance Committee APPROVED

MOTION: YZAGUIRRE/ZICCONOE move to appoint Francesca McDonald to the Centennial Committee APPROVED

MOTION: YZAGUIRRE/ZICCONOE move to suspend AS Government Code Section 6.03 to appoint Stefan Kreid to the Instructionally Related Committee APPROVED

MOTION: LAPIZ/YZAGUIRRE move to appoint Stefan Kreid to the Instructionally Related Activities Committee APPROVED

MOTION: LAPIZ/PETILLO move to appoint Greg Pfotenhauer to the Student Fee Advisory Committee to a term that expires May, 2014 APPROVED

A.S. Administrative Vice President (Paul Yzaguirre)

MOTION: ZICCONOE/HENDERSON move to recommend the appointment of Taylor Cannon to the Sponsored Programs Foundation APPROVED

MOTION: MCDONALD/ZICCONOE move to suspend AS Government Code Section 6.03 to appoint Ashleigh Nelson to the Student Health Advisory Committee APPROVED

Nelson is in class and is unable to attend.

MOTION: MCDONALD/PETILLO move to appoint Ashleigh Nelson to the Student Health Advisory Committee APPROVED

MOTION: MCDONALD LAPIZ/ move to suspend AS Government Code Section 6.03 to appoint Asad Haider to the Diversity Program Funding Committee APPROVED

Haider is in class and is unable to attend.

MOTION: ST MARTIN/LAPIZ move to appoint Asad Haider to the Diversity Program Funding Committee APPROVED

A.S. Legislative Vice President (Matt Lutwen)

No Appointments.

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

MOTION: YZAGUIRRE/ZICCONOE move to appoint Taylor Cannon to the Student Grievance Committee APPROVED
MOTION: GRABLE/CARPENTIER move to appoint Jennifer Alejo to the University Senate Campus Climate Committee  
APPROVED

MOTION: ZICCONELAPIZ move to appoint Sophie Chuirich to the Student Affairs Advisory Committee  
APPROVED

MOTION: YZAGUIRRE/MCDONALD move to appoint Kristin Hunter to the Sexual Assault Prevention Committee  
APPROVED

MOTION: ZICCONELAPIZ move to suspend AS Government Code Section 6.03 to appoint Madalyn Walker to the Service Learning and Academic Internship Advisory Committee  
APPROVED

Walker is in class and is unable to attend.

MOTION: YZAGUIRRE/LAPIZ move to appoint Madalyn Walker to the Service Learning and Academic Internship Advisory Committee  
APPROVED

MOTION: LAPIZ/GRABLE move to appoint Greg Pfotenhauer to the AS Presents Committee  
APPROVED

MOTION: ZICCONELGRABLE move to appoint Tony Lapiz to the University Senate  
APPROVED  
(1) ABSTENTSION

Old Business

There was no Old Business.

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

Petillo – College of Arts, Humanities and Social Sciences
Absent.

St. Martin – College of Arts, Humanities and Social Sciences
St. Martin reported that he has tabled for Voter Registration in the J. St. Martin will be conducting Voter Registration in classes this week and will also contact the MultiCultural Center to introduce himself as their liaison. The College of Arts, Humanities & Social Sciences (CAHSS) will be having a budget meeting on Monday, October 1 at 2:00 p.m.

Ziccone – College of Arts, Humanities and Social Sciences
Ziccone reported that she attend the previous CAHSS Budget meeting. Ziccone will be contacting Youth Education Services, her liaison. A meeting of the Student Disability Advisory Committee has not been called.

Carpentier – College of Professional Studies
Carpentier reported that the Portal will have announcement about the College of Professional Studies (COPS) Mixer planned for October 4. The mixer is in need of volunteers and Carpentier requested that the Council contact her or Lapiz to volunteer. Carpentier attended the Board of Finance meeting on September 17.
Gallardo – College of Professional Studies
Gallardo reported that he has been promoting the Professional Studies mixer event. Tuesday’s at 7:30 p.m. the MultiCultural Center will be opening their facilities for students to study at.

Lapiz – College of Professional Studies
Lapiz reported that he attended the Board of Finance meeting on September 17. Lapiz assisted Hoskins with voter registration in a classroom. Lapiz is a liaison for the Children’s Center and introduced himself to the staff and received a tour.

Grable – College of Natural Resources and Sciences
Grable reported that he will be a member of the Humboldt Energy Independence Fund sub-committee on Hiring. Grable is beginning to plan the CNRS mixer.

Pfotenhauer – College of Natural Resources and Sciences
Pfotenhauer reported that he will be setting up a meeting with the College Dean. Pfotenhauer reported that CCAT will be submitting a request to the Board of Finance to seek funding to fully implement their solar panel project. Pfotenhauer met with Marlena Kellog, the President of Painters Anonymous, to discuss a campus wide art project idea. Pfotenhauer has provided a digital copy of the Community Garden Report to Council.

Johnson – At Large
Absent.

McDonald – At Large
McDonald had no report.

Alvarez – Graduate Representative
Alvarez reported that he is considering an idea to create a physical and online forum for undergraduates to read thesis proposals of HSU graduate students. Alvarez has recommended to Dean Lee that students become aware of unit cap policies during mandatory advising sessions.

Vice President of Enrollment Management and Student Affairs (Peg Blake)
Dr. Blake yielded to Tay Triggs, Associate Dean of Student Engagement and Leadership. Triggs reported that she is studying the retention rates of HSU graduate students. Dr. Blake reminded the Council to stay on top of class work and to manage their responsibilities effectively. The Health Center is providing flu shots to students, staff and faculty. Dr. Blake requested that the Council remind students to be respectful of the community as Halloween approaches. Dr. Blake passed on a message of gratitude from the North Coast Community Blood Bank and reported that HSU students donate over 1,000 pints of blood annually every year. The training website now has a video regarding active shooter procedures for the campus.

General Manager (Joan Tyson)
Tyson reported that she attended a Pep Rally meeting this morning and that the Pep Rally will be Friday, October 19 from 8:30 – 10:30 p.m. Henderson will be emceeing the event.

AS Presents Coordinator (Jeffrey Novoa)
Novoa reported that over 1,000 students have been served by AS Presents in the last two weeks during the concert series. Deerhoof will be performing on Sunday, September 30 and admission is $10 for students.

California State Student Association (CSSA) Representative (Jesse Hoskins)
Hoskins reported that the Associated Students has registered 181 registered student voters. Hoskins has submitted a request to the Board of Finance for a voter registration event on October 18, all students. Hoskins has created a list of classes with over 50 students enrolled in them and has reached out to instructors to allow the Lobby Corps to do voter registration. Online voter registration is now active. The Board of Trustees are considering proposed fee increases which would include: a three tier unit charge for students taking units at half time, full time and those taking a load over 18 units; a fee for seniors who take an additional year and a fee for students who enroll in a course more than two times.

Legislative Vice President (Matt Lutwen)
Lutwen reported that he is interested in working on the CSUnity campaign, to unite students on different CSU campuses. Lutwen will be attending the University Senate meeting. Lutwen provided a signup sheet for BioDiversity Conference volunteers.

Student Affairs Vice President (Megan Reynolds)
Absent

Administrative Vice President Report (Paul Yzaguirre)
Yzaguirre reported that he and Reynolds both attended the AS Event Funding Committee and funding was provided for: The Mid Autumn Moon Festival, Indigenous Speakers Series, HSU NORML, Hunting is Conservation presentation, Healing Circle Hoop Making Workshop, Latinolouges, Fiddle and Cello workshop and a Drag Talent Show.

Board of Finance Report – September 17, 2012

1. 2011-12 Independent Audit Report Draft – Action Item
   Each auxiliary organization is required to have an annual audit performed by a certified public accountant selected by the governing board.

MOTION: LAPIZ/HENDERSON move to accept the 2011-12 Independent Audit Report Draft
APPROVED

Tyson reported that Wendy Sotomayor, the Accountant for the University Center and Patrick Shanahan, Certified Public Accountant from the accounting firm of Hunter, Hunter & Hunt were at the Board of Finance meeting to present the audit. Each auxiliary organization 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 responsibility for audit-related items and recommends approval to the full governing board.

At that meeting, Shanahan’s provided a summary of his professional background with the firm and also provided 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, 2012 and 2011. The report of the financial statement of the Associated Students for the year ending June 30, 2012 expressed an unqualified opinion. Shanahan explained that this means the Associated Students financial statements present 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.
2. **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 2012-13 Budget and the Unallocated process. These items are included in the Board of Finance binder.

Yzaguirre reported that the Board of Finance will be receiving its Orientation at the Board of Finance meeting on Monday, October 1, 2012.

3. **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.

Yzaguirre reported that the Reserve Policy, Fund Designation and Procedure for Expenditure training has been rescheduled for Monday, October 1, 2012.

4. **A.S. Board of Finance 2012-13 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 2012-13 meeting schedule.

Yzaguirre reported that the Board of Finance approved the 2012-13 Standing Rules and Meeting Dates.

5. **Request from the Associated Students Government from Capital Purchases Reserve in an amount not to exceed $988.00 for the purchase of one Dell Desktop OptiPlex 9010 PC – Action Item**
   The computer will replace the current Gateway desktop E Series in the AS President’s office. The E Series Computer was purchased in January, 2005 and has begun to lose functionality.

   **MOTION:** LAPIZ/ZICCON move to approve the request from the Associated Students Government from Capital Purchases Reserve in an amount not to exceed $988.00 for the purchase of one Dell Desktop OptiPlex 9010 PC

   **APPROVED**

Yzaguirre reported that the computer will be placed in the AS President’s office and is expected to last for five years.

**President (Ellyn Henderson)**
Henderson reported that she attended the following meetings last week: Board of Finance, University Resource and Planning Committee and UC Board of Directors. The UC Board of Directors approved the annual audit and schedule of meetings and scheduled the UC Board Orientation and held interviews for committee appointments. Henderson has met with President Richmond and Dr. Blake to discuss the How to Get Lucky goal of the AS Council. Henderson attended the first home Women’s Soccer game. Henderson gave the You Rock Rock to Hoskins for his outstanding work on voter registration.

**General Council Discussion**
Hoskins reported that the Board of Trustees is considering a policy that would reduce the number of all major degree programs to 120 units in the CSU system. Lapiz asked Dr. Blake if more Police supervision would be provided to the Plaza on Halloween. Dr. Blake replied that the city would have extra patrols of
the Plaza. Lapiz also suggested that the active shooter training be provided to Residence Life. McDonald suggested that the Council consider volunteering for the city the day after Halloween.

**General Council Work Session**

A. **University Senate Resolution on Perpetual Calendar – Discussion Item (Matthew Lutwen)**

The University Senate is considering a resolution that would support changes to the HSU Academic Calendar starting in the 2013-14 Academic Year. The Senate has requested that the Associated Students provide feedback on the proposal.

Lutwen led a discussion and collected the following feedback:

Ziccone stated that not all local school districts operate on the same schedule and that all school districts should be attempting to align themselves to a calendar and that HSU would be better served coordinating with each district. Henderson stated that the proposed schedule should be surveyed to the student body to receive feedback. Visual images of the calendar change should be provided. Yzaguirre stated that the proposal could be beneficial to service learning and students in the credential program and is supportive of receiving more feedback on the proposal from the student body. It is important to way if aiding a minority of students with this change would effect a majority of students involved. Grable stated that the new calendar would put a strain on out-of-state students as it would shorten time spent with their families over the winter break. Many students are unable to afford to return home during spring break. Gallardo stated that Winter Break allows students more time at home with their family. A two week consecutive spring break would allow students an opportunity to return home.

Dr. Blake stated that she has spoken with Dr. Benjamin Marschke, the author of the resolution and shared her concerns that the change in scheduling may affect students who work over the winter break by allowing them one less week of wages. Dr. Blake also noted concern that if students are given two opportunities to leave campus in the spring it could affect retention as some students may not return to campus.

**Announcements**

**Adjournment**

Lutwen adjourned the meeting without objection at 4:26 p.m.

Recorded by:

Rob Christensen
AS Council Assistant

Approved by:

Matt Lutwen
Legislative Vice President