

Associated Students Board of Directors
Humboldt State University
Meeting on Monday, September 18, 2017
University Center Banquet Room
3:00 p.m.
Agenda #6

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda #6 dated September 18, 2017 – **Action Item**
- IV. Chair's Report
- V. Approval of Minutes
 - 1) Approval of Minutes #22, May 1, 2017 – **Action Item**
 - 2) Approval of Minutes #2, August 21, 2017 – **Action Item**
 - 3) Approval of Minutes #3, August 28, 2017 – **Action Item**
- VI. Public Comments (As per the Gloria Romero Open Meeting Act of 2000 authorized by Section 89306.)

Every A. S. Board of Directors agenda for regular meetings shall provide an opportunity for members of the public to directly address the A.S. Board of Directors 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, the Board of Directors may briefly respond to statements made or questions posed by a person exercising their public testimony rights, may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. The A.S. Board of Directors 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.
- VII. Presentations
 - 1) Club Programs & Support – Molly Kresl, Clubs and Activities Coordinator
Each A.S. funded program presents on their purpose and function within H.S.U. The presentations are means for the Board to know more about each A.S. program.
 - 2) HSI STEM - Nicole Rykes, HSI STEM Assistant Program Coordinator
Rykes will present on the purpose of HSI STEM with the hope of developing a positive relationship with A.S.
 - 3) Outdoor Nation - Scott McCrary, Outdoor Nation Campus Representative
McCrary will present on the Outdoor Nation Campus Competition. The competition will start on September 18, 2017.

VIII. Appointments to the Board of Directors and Committees

- 1) A. S. President
- 2) A. S. Administrative Vice President
- 3) A. S. Legislative Vice President
- 4) A. S. Student Affairs Vice President

IX. Old Business

X. New Business

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

- 1) Committee Reports from Students-at-Large (This is a time for committees and Board Members to provide a report to the Board of Directors.)
- 2) President (Joey Mularky)
- 3) Administrative Affairs Vice President (Kassandra Rice)

Board of Finance Report – September 11, 2017

a. Board of Finance Orientation – Discussion Item

The Board of Finance will receive an orientation that will cover Board of Finance procedures including the A.S. Fiscal Code, the 2017-18 Budget, the discretionary fund process, and the A.S. Fiscal Code 20.01, “Reserve Policy, Fund Designation and Procedure for Expenditure.”

b. A.S. Board of Finance 2017-18 Standing Rules and Meeting Dates – Discussion Item

These are the rules by which the Board of Finance agrees to operate their meetings. Also included is the proposed 2017-18 meeting schedule.

c. Reserve Policy, Fund Designation and Procedure for Expenditure – **Action Item**

The Board of Finance are required to annually review and approve the “Reserve Policy, Fund Designation and Procedure for Expenditure.”

d. Request from the Earth Week Planning Committee for \$75 – **Action Item**

The Earth Week Planning Committee requests \$75 for prizes from the 2017 Earth Week raffle.

e. CCAT Community Garden Transfer of Funds for \$8188.39 – Discussion Item

CCAT has requested a transfer of funds to continue funding the community garden. CCAT was approved of the funds in 16-17 academic year, but were unable to spend the full amount.

- 4) Student Affairs Vice President (Dana Carrillo)
- 5) Legislative Vice President (Paola Valdovinos)
- 6) A.S. Presents Representative (Jonathan Pena Centes)
- 7) Social Justice and Equity Officer (Tzveta Stoimenova)
- 8) Environmental Sustainability Officer (Desteny Gutierrez)
- 9) Representative Reports
- 10) Advisors’ Reports

- XII. General Discussion (At this time the Board of Directors membership may follow-up with questions regarding reports.)
- XIII. General Work Session
- XIV. Announcements
- XV. Adjournment

Persons who wish to request disability related accommodations should contact Patric Esh, A.S. Board Coordinator, at (707) 826-4221, or e-mail at patric.esh@humboldt.edu as soon as possible.

Some accommodations may take considerable time to arrange.

Associated Students Council
Humboldt State University
Monday, May 1, 2017
UC Banquet Room
Minutes #22

Call to Order

Avitia, Legislative Vice President, called the meeting to order at 3:00pm in the University Center Banquet Room.

Roll Call

Representatives Present: Carlrey Delcastillo, Kassandra Rice, Tessa Lance, Joey Mularky, Asia Ross, Dominic Cicerone, Paola Valdovinos

Representatives Absent: Jason Jones (Excused)

Officers Present: Jessie Avitia, Sonya Navarro, Jonah Platt, Gregory Rodriguez

Advisors Present: Alejandro Arredondo, Chey King, Dante Hamm, Jenessa Lund. Dr. Peg Blake

Approval of Agenda

MOTION: LANCE/DELCASTILLO move to approve Agenda #20 dated Monday, April 17, 2017
APPROVED

Approval of Minutes

MOTION: PLATT/LANCE move to approve Minutes #21 dated Thursday, April 27, 2016
APPROVED

Chair's Report

No report.

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 (Jonah Platt)

No appointments.

A.S. Administrative Vice President (Gregory Rodriguez)

No appointments.

A.S. Legislative Vice President (Jessie Avitia)

No appointments.

A.S. Student Affairs Vice President (Sonya Navarro)

No appointments.

Old Business

- A. Resolution 2016-17-21: An Act to Amend the Description and Responsibilities of the Officer of Social Justice and Equity Officer of the Associated Student Council. – **Second Reading**

MOTION: LANCE/DELCASTILLO move to approve Resolution 2016-17-21: An Act to Amend the Description and Responsibilities of the Officer of Social Justice and Equity Officer of the Associated Student Council. APPROVED

Lance said the resolution was to clarify the responsibilities and duties of the position. Lance said the authors used the information from the discussion from the 1st reading to strengthen the position's duties as well.

New Business

- A. Resolution 2016-17-23: An Act to Advocate for a Contract with HSU University Center as an Alternative to Pepsico. – **First Reading**
The resolution states the support for a pouring rights contract between HSU and the University Center instead of PepsiCo. The authors are requesting a waiver vote.

MOTION: DELCASTILLO/RICE move to waive the first reading. APPROVED

MOTION: NAVARRO/PLATT move to approve Resolution 2016-17-23: An Act to Advocate for a Contract with HSU University Center as an Alternative to Pepsico. APPROVED

Lance said the resolution is in support of an on-going effort to modify or to no renew the campuses Pepsico contract. The contract is set to expire over the summer.

- B. Resolution 2016-17-24: Endorsement of the Student Advocate Alliance. – **First Reading**
The resolution states AS endorses the Student Advocate Alliance. The authors are requesting a waiver vote.

MOTION: DELCASTILLO/NAVARRO move to waive the first reading. APPROVED

MOTION: NAVARRO/PLATT move to approve Resolution 2016-17-24: Endorsement of the Student Advocate Alliance. APPROVED

Platt said he would like A.S. to be in support of the Student Advocate Alliance. He would like the Council to build a relationship next year.

C. 2017-2023 AS Strategic Plan – **Action Item**

The 2017-2023 AS Strategic Plan is an updated version of the 2015 Strategic Plan.

MOTION: NAVARRO/LANCE move to approve the 2017-2023 AS Strategic Plan.

APPROVED

Hill and Platt talked about the Council’s strategic plan for the next 5 years. Platt noted the goals each may change, but the service to students and to the campus community should be the highest priority. Hill said the A.S. strategic plan was modified to merge with the H.S.U. strategic plan so both institutions are on the same of success.

MOTION

Unfinished Business

Agenda 20 April 17, 2017

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

President (Jonah Platt)

a. AS Executive Committee – April 14, 2017

i. AS Strategic Plan. – Discussion Item

Platt is asking for feedback on adding revisions to the Strategic Plan.

Platt informed the committee that the strategic planning group worked on the recently approved strategic plan.

ii. Executive Committee as a Support Body. – Discussion Item

Platt will lead a discussion of the AS Executive Committee of AS play a greater part in the direction and health of the AS Board of Director

Platt reported the committee talked about how the committee’s duties should change in the future.

iii. AS Toolkit. – Discussion Item

Discussion about what toolkits are needed for AS efficiency.

The committee discussed the importance of institutional memory to help future Council members succeed.

Student Affairs Vice President (Sonya Navarro)

No report.

Legislative Vice President (Jessie Avitia)

No report.

Delcastillo – College of Arts, Humanities and Social Sciences

No report.

Cicerone– College of Arts, Humanities and Social Sciences

No report.

Mularky – College of Professional Studies

No report.

Ross – College of Professional Studies

No report.

Lance – College of Natural Resources and Sciences

No report.

Valdovinos – At Large

No report.

Rice – At Large

No report.

Jason Jones – Graduate Representative

Absent.

Alejandro Arredondo – AS Presents Representative

No report.

Chey King – External Affairs Representative

No report.

Dante Hamm – Elections Commissioner

Hamm reported the A.S. elections were done the Elections Commission did a good job.

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

Blake said she was very impressed by the Council. Blake said she will be retiring over the summer and was happy to be working with the Council over the past year.

AS Executive Director (Jane Hill)

No report.

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

President (Jonah Platt)

[Click here to enter text.](#)

Administrative Vice President (Gregory Rodriguez)

[Click here to enter text.](#)

1. Fiscal results of the AS operations through March 31 – Discussion Item
HSU Business Services will report on the past year and ask for recommendations for future reports.

Rodriguez reported the committee reviewed the report.

2. Request for \$441 from the AS Earth Week Planning Committee – Action Item
Madison Whaley will present on the request for \$441 for food and supplies.

MOTION: NAVARRO/LANCE move to approve the request for \$441 from the AS Earth Week Planning Committee. APPROVED

Rodriguez said the funds were assist in the Earth Week event.

3. Review and adoption of the AS Reserve Policy – Action Item

MOTION: DELCASTILLO/VALDOVINOS move to approve the A.S. Reserve Policy. APPROVED

Hill said there needed to be changes in the reserve policy.

4. Review of the Year – Discussion Item

Rodriguez reported the Board of Finance discussed the past year and the future of the A.S. budget.

Student Affairs Vice President (Sonya Navarro)

Navarro reported she will miss everyone and had a really good year.

Legislative Vice President (Jessie Avitia)

Avitia reported she had a great year working on a lot of different projects.

Delcastillo – College of Arts, Humanities and Social Sciences

Delcastillo reported she will miss everyone.

Cicerone– College of Arts, Humanities and Social Sciences

No report.

Mularky – College of Professional Studies

Mularky reported he is ready to be the A.S. President.

Ross – College of Professional Studies

No report.

Lance – College of Natural Resources and Sciences

Lance said she had a great year and wishes the next Council with good luck.

Valdovinos – At Large

Valdovinos reported she has a good year and will continue to be on the Council.

Rice – At Large

Rice reported she has learned a lot and is excited for the next year on the Council.

Jason Jones – Graduate Representative

Absent.

Alejandro Arredondo – AS Presents Representative

Arredondo reported that the change in his position has created some challenges, but he knows it will be fixed over time.

Chey King – External Affairs Representative

King reported she had a great year and will miss the group.

Dante Hamm – Elections Commissioner

Hamm reported the elections went well.

Lund – Executive Director

Lund reported she is excited to start and has already met with many HSU community members.

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

Blake reported she was very impressed by the Council this year.

General Council Discussion

No discussion.

General Council Work Session

A. Spring 2017 Study Lounge – Information Item (Sonya Navarro)

Navarro would like all the Council members to sign up for the Study Lounge. Navarro also invited the next Council to attend the Study Lounge and meet the current Council members.

B. AS End of the Year Celebration – Information Item (Jonah Platt)

Platt handed out certificates to each of the Council members.

Announcements

There were no announcements.

Adjournment

Avitia adjourned the meeting without objection at 5:25pm

Recorded by:

Patric Esh

A.S. Council Coordinator

Approved by:

Jessie Avita
Legislative Vice President

Associated Students Board of Directors
Humboldt State University
Monday, August 21, 2017
U.C. Banquet Room
Minutes #2

Call to Order

Mularky, A.S. President, called the meeting to order at 3:02 p.m. in the University Center Banquet Room.

Roll Call

Representatives Present: Michael Freire, Brooke Holdren, Marisa McGrew, Xochitl Arce Perez, Kassandra Rodriguez, Paola Valdovinos

Representatives Absent: Genesea Black-Lanouette (Unexcused)

Officers Present: Dana Carrillo, Desteny Gutierrez, Joey Mularky, Kassandra Rice

Advisors Present: Jenessa Lund, Dr. Wayne Brumfield

Election of an Interim Chair – Action Item

Mularky asked for recommendations from the floor. Valdovinos recommended herself.

MOTION: RICE/CARRILLO move to approve Paola Valdovinos as the Interim Chair of the A.S. Board of Directors. APPROVED

Approval of Agenda

MOTION: MULARKY/RICE move to approve Agenda #2 dated August 21, 2017. APPROVED

Chair's Report

Valdovinos asked the audience to be patient with the Board as they learn parliamentary procedure during the meeting.

Approval of Minutes

MOTION: MULARKY/MCGREW move to approve Minutes #1 dated May 1, 2017. APPROVED

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

There was no Public Comment.

Special Presentation

- A. Chief Donn Peterson – Chief Peterson will discuss the formation of a Chief's Advisory Council.

Peterson, H.S.U Chief of Police, introduced himself to the Board and discussed the campus police's purpose and policing philosophy. Peterson talked about the Chief Advisory Council and announced four student committee member vacancies on the Council. Peterson will be reaching out to other departments on campus as well. Peterson would like the meeting to be informal to enable more communication. Peterson also noted he does not support the U.S. President's opinion on racial issues in the United States.

Arce Perez asked for an update on Josiah Lawson's murder. Peterson said they are working on improving safety measures on and off campus. Peterson said he recently had a meeting with campus and local community members about the safety and racial issues on and off campus. Peterson would like to continue taking action and having discussions with students regarding safety standards and procedures.

Appointments to the Board of Directors and Committees

A.S. President (Joey Mularky)

MOTION: RICE/HOLDREN moved to appoint Jennifer "Flow" Lemus as the At-Large Representative for the A.S. Board of Directors. APPROVED

MOTION: FRIERE/HOLDREN moved to suspend A.S. Government Code 7.03 to appoint Allison Hartley to the Vice Provost Search Committee. APPROVED

MOTION: CARRILLO/HOLDREN moved to appoint Allison Hartley to the Vice Provost Search Committee. APPROVED

MOTION: HOLDREN/MCGREW moved to appoint Paola Valdovinos as the A.S. Executive Committee. APPROVED

MOTION: MCGREW/CARRILLO moved to appoint Kassandra Rodriguez to the Humboldt Energy Independence Fund.

Rodriguez withdrew her application.

A.S. Administrative Vice President (Kassandra Rice)

No appointments.

A.S. Legislative Vice President (None)

No appointments.

A.S. Student Affairs Vice President (Dana Carrillo)

No appointments.

Old Business

- A. 2017-18 A.S. Board of Directors Standing Rules and Meeting Schedule – **Action Item**
The Gloria Romero Open Meeting Act of 2000 Section 89305.5 requires each legislative body to annually establish the time and locations for holding regular meetings.

MOTION: CARRILLO/HOLDREN move to approve 2017-18 A.S. Board of Directors Standing Rules and Meeting. APPROVED

Lund said the Board needs to adhere to the start time of the meeting as stated in the Standing Rules. Rodriguez asked why the meetings were not always every two weeks. Mularky responded there are a few exceptions in the schedule.

New Business

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

President (Joey Mularky)

Mularky reported he attended a meeting with Donn Peterson, Chief of Police, over the summer with H.S.U. and local community members. Mularky noted some of the ideas that were provided during the meeting needed some work. Mularky attended two California State Student Association (C.S.S.A.) meetings. During the C.S.S.A. meetings, the members voted on a number of items. Mularky would like the External Affairs Representative vacancy to be filled soon to represent H.S.U. at C.S.S.A. meetings.

Administrative Vice President (Kassandra Rice)

Rice reported she Carrillo, Valdovinos, and McGrew attended CSUnity at CSU Fresno.

Student Affairs Vice President (Dana Carrillo)

Carrillo attended CSUnity.

Legislative Vice President (Vacant)

No report.

Environmental Sustainability Officer

Gutierrez reported she worked with local community groups during the summer.

Vacant - Social Justice and Equity Officer

No report.

Vacant - A.S. Presents Representative

No report.

Arce Perez – College of Arts, Humanities and Social Sciences

Arce Perez reported she was taking care of family over the summer.

Rodriguez – College of Arts, Humanities and Social Sciences

No report.

Freire – College of Professional Studies

Freire attended the “Equity Arcata Task Force” and would like to recruit more students to the

committee.

Black-Lanouette – College of Professional Studies

Absent

Holdren– College of Natural Resources and Sciences

Holdren reported she worked over the summer.

McGrew – College of Natural Resources and Sciences

McGrew attended CSUnity and worked over the summer. McGrew said she is a member of the College of Natural Resources and Sciences Strategic Planning committee. McGrew said the committee is working on the meeting schedule.

Valdovinos – At Large

Valdovinos reported she worked with Esh on the “Event Planning and Debrief Manual,” over the summer. Valdovinos also attended the CSUnity.

Lemus– At Large

Lemus reported that she was recruiting students to join A.S. over the summer.

Vacant – Graduate Representative

No report.

Interim Vice President of Student Affairs (Dr. Wayne Brumfield)

Brumfield reported he has been working with the campus community within a compacted schedule. Brumfield noted the enrollment management part was transferred to the Academic Affairs. The MultiCultural Center was moved to Student Affairs Department. Brumfield has been meeting with many groups on campus. Brumfield will be starting the search for the Vice President of Students Affairs during the Fall Semester. Brumfield noted he will not apply for the position. Brumfield said he has an open door policy for students and they are welcome to come to his office to speak to him.

AS Executive Director (Jenessa Lund)

Lund reported on attending the CSUnity. Lund reported on the new business services procedure and function. Lund was happy to hear about all the ideas from the Board during the A.S. Orientation.

General Discussion

Carrillo asked Brumfield about developing an immigration panel. Brumfield will be contacting experts and will invite H.S.U. programs and departments to be involved on the project. Brumfield would like to have the forum before regional and state immigration conferences. Brumfield is excited for the project and would like it to succeed. Brumfield noted one of the primary goals of the panel is for students to be informed on immigration policies.

General Work Session

- A. A.S. Welcome Back BBQ, Thursday, August 31, 2017 – Information Item (Dana Carrillo)
Carrillo will provide an update on the A.S. Welcome Back BBQ and will let A.S. Board know what assistance is needed.

Carrillo talked about the BBQ and would like the Board to attend or to help prepare for the event.

B. A.S. Priority Planning Retreat, September 8-10, 2017 – Information Item (Jenessa Lund)

Lund provided information on the retreat. Lund asked Board member if they were able to volunteer their vehicle and drive Board members. Lund noted she is excited that the Board has already established their goals. The retreat will focus on group development, project management, and she would like students to facilitate some of the workshops during the retreat.

Announcements

Rice announced the African American Center for Academic Excellence will be holding an event called “Welcome Black” on Saturday August 28, 2017 in the Kate Buchanan Room. The department invited A.S. to table. Carrillo announced the Volunteer Fair and would A.S. members to help table. Carrillo announced multiple tabling times at the “J” over the next week. Holdren announced if Board members would like to meet with Kim Comet. Lund announced a conflict of interest form for the Board to sign and submit to the AS Staff. Valdovinos announced the A.S. taskforces should begin to meet soon.

Adjournment

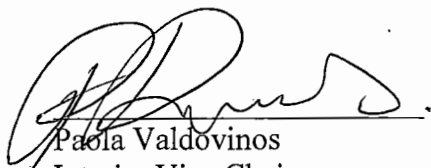
Valdovinos adjourned the meeting without objection at 4:14 p.m.

Recorded by:

Patric Esh

A.S. Board Coordinator

Approved by:



Paola Valdovinos
Interim Vice Chair

Associated Students Board of Directors
Humboldt State University
Monday, August 28, 2017
U.C. Banquet Room
Minutes #3

Call to Order

Valdovinos, Vice Chair, called the meeting to order at 3:00 p.m. in the University Center Banquet Room.

Roll Call

Representatives Present: Genesea Black-Lanouette, Michael Freire, Brooke Holdren, Flow Lemus, Marisa McGrew, Xochitl Arce Perez, Kassandra Rodriguez, Paola Valdovinos

Officers Present: Dana Carrillo, Desteny Gutierrez, Joey Mularky, Kassandra Rice

Advisors Present: Jenessa Lund, Dr. Wayne Brumfield (Late)

Approval of Agenda

MOTION: FRIERE/HOLDREN move to approve Agenda #3 dated August 28, 2017
APPROVED

Approval of Minutes

There were no minutes to approve.

Chair's Report

Valdovinos asked the Board to be on time for meetings and to use electronic devices for A.S. purposes only. Valdovinos stated the reports should include an update regarding A.S. taskforces, committees, and liaisons they are on.

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

No public comment

I. Special Presentation

A. Kim Comet – Director of Risk Management & Safety – Time Certain at 3:30 p.m.
Comet will present on changes to the campus free speech policy.

No presentation.

Appointments to the Board of Directors and Committees

A.S. President (Joey Mularky)

- MOTION: HOLDREN/FRIERE moved to appoint Carlee Franceschini to the A.S. Event Funding Committee. APPROVED
- MOTION: HOLDREN/MCGREW moved to appoint Tzveta Stomienova to the A.S. Board of Directors as the Social Justice and Equity Officer. APPROVED
- MOTION: FRIERE/HOLDREN moved to appoint Elijah Lechman to the A.S. Board of Directors as the External Affairs Representative. APPROVED
- MOTION: MCGREW/HOLDREN moved to appoint Paola Valdovinos to the A.S. Board of Directors as the Legislative Vice President. APPROVED
- MOTION: FRIERE/HOLDREN moved to appoint Brooke Holdren to the Earth Week Planning Committee. APPROVED
- MOTION: FRIERE/HOLDREN moved suspend A.S. Government Code 7.03 to appoint Ruby Harrison to the A.S. Presents Committee. APPROVED
- MOTION: FRIERE/MCGREW move to appoint Ruby Harrison to the A.S. Presents Committee. APPROVED

A.S. Administrative Vice President (Kassandra Rice)

No appointments.

A.S. Legislative Vice President (Paola Valdovinos)

No appointments.

A.S. Student Affairs Vice President (Dana Carrillo)

No appointments.

Old Business

No Old Business

New Business

No New Business

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

President (Joey Mularky)

Mularky reported on the Executive Committee. Mularky reminded the Board to apply for a committee and noted there are many active committees that need student members.

A.S. Executive Committee – August 23, 2017

- A. A.S. Executive Committee Fall Semester Meeting Schedule – Discussion Item
The Committee will review and approve the Fall Semester Meeting Schedule.

Mularky said the new meeting times for the Fall Semester will be once a month on Tuesday 4:30 p.m. to 5:30 p.m.

- B. Goals & Expectations – Discussion Item
The Committee will discuss their goals and expectations for the academic year.

Mularky reported the Executive Committee will continue to discuss goals and expectations at the next meeting.

- C. Re-evaluating Executive Committee Positions – Discussion Item
The Committee will discuss the duties and responsibilities of all the Executive Committee positions.

No Report.

Administrative Vice President (Kassandra Rice)

Rice reported she has multiple interviews this week.

Student Affairs Vice President (Dana Carrillo)

Carrillo will meet with other HSU community members to talk about the Immigration Forum. The A.S. BBQ is this Thursday,

Legislative Vice President (Paola Valdovinos)

Valdovinos attended the Executive Committee meeting. Valdovinos stated the point person from each of the taskforce will brief the Executive Committee on any taskforce updates.

Desteny Gutierrez - Environmental Sustainability Officer

Gutierrez reported she attended classes that helped her develop ideas on more sustainability events within A.S. Gutierrez provided some examples, such as reusing office supplies.

Tzveta Stomienova - Social Justice and Equity Officer

No Report.

Vacant - A.S. Presents Representative

Arce Perez – College of Arts, Humanities and Social Sciences

Arce Perez reported she had to turn down one committee because of a time conflict. Arce Perez will be reviewing other committees to apply for.

Rodriguez – College of Arts, Humanities and Social Sciences

No Report.

Freire – College of Professional Studies

Freire reported on the Equity Taskforce and asks for more members and leader to take over. Freire suggested tabling on the quad to inform students on mental health resources on and off campus.

Black-Lanouette – College of Professional Studies

No Report.

Holdren – College of Natural Resources and Sciences

Holdren reported Kim Comet will be working on more freedom of speech policy. Holdren has also reached out to College of the Redwoods students to build a relationship with them.

McGrew – College of Natural Resources and Sciences

McGrew reported she will be attending the College of Natural Resources and Sciences Strategic Planning Committee this Friday, September 1, 2017.

Brumfield arrived at 3:33 p.m.

Lemus – At Large Representative

No Report.

Vacant – Graduate Representative

No Report.

Lechman - External Affairs Representative

No Report.

Interim Vice President of Student Affairs (Dr. Wayne Brumfield)

Brumfield reported on working with Carrillo on the Immigration Forum. Brumfield has been in contact with experts who might be able to attend the Forum.

A.S. Executive Director (Jenessa Lund)

Lund reported that she has been reviewing committee applications for minimum qualifications and assisting A.S. programs with budgetary policy and procedure.

General Discussion

No Discussion.

General Work Session

No Work Session.

Announcements

McGrew announced tabling for the Volunteer Fair on Wednesday, August 30, 2017 and asked others to participate. Rice announced “Welcome Black” will be moved to this Saturday, September 2, 2017 to 1 to 5pm in the Kate Buchanan Room and would like A.S. members to table during the event. Carrillo announced the A.S. BBQ is on Thursday, September and to volunteer. Carrillo announced the Board should attend more events. Carrillo announced the Safety Forum on August 30th 4 to 7pm, and the Latinx Experience at the College of the Redwoods. Lund announced there will be a retreat schedule and what to bring. Lund announced the A.S. Board of Finance and the University Senate need student members. Lund informed the Board to submit their office hour’s schedule, to talk to Patric about hosting a college social mixer, pick up office keys, check mailboxes, and to sign

Release of Liability forms for the A.S. Retreat.

Adjournment

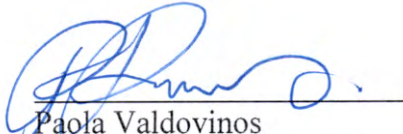
Valdovinos adjourned the meeting without objection at 3:44pm

Recorded by:

Patric Esh

A.S. Board Coordinator

Approved by:



Paola Valdovinos

Legislative Vice President

Appointments to the Board of Directors and Committees List

1. **Name:** Meredith Garrett

Committee: Student Fees Advisory Committee

Explanation of why they are interested in the position:

I am interested in being on this committee because I believe that students should be involved in the process of deciding where their fees are going. I believe that the university should allocate our fees according to what the priorities of the students are and the best way to do that is to get students directly involved.

Description of any past experience, campus activities, and/or skills that may qualify them for this position:

I have experience in being on a committee because I was on the Lobby Corps Committee. I also have experience mobilizing students and administrators because I played a big part in the movement against Pepsi's pouring rights at HSU last semester. In response to the Pepsi movement and the tuition hike I have learned a lot this year about student fees.

College: College of Natural Resources and Sciences

Major: Environmental Science (Policy)

Class Standing: Super Senior (5+ years in college)

2. **Name:** Janelle Guggenbickler

Committee: Student Fee Advisory

Explanation of why they are interested in the position:

I was on this committee last year, and was asked to be on it again for this year.

Description of any past experience, campus activities, and/or skills that may qualify them for this position:

Was a committee member last school year, and have served on a few other HSU committees.

College: College of Arts, Humanities, and Social Sciences

Major: Psychology

Class Standing: Junior

3. **Name:** Shayna McCullough

Committee: Diversity and Inclusion Committee

Explanation of why they are interested in the position:

From my past experience working on campus, I believe I will contribute different ideas to the Diversity and Inclusion Board.

Description of any past experience, campus activities, and/or skills that may qualify them for this position:

I was a HSU R.A.M.P. (Retention through Academic Mentoring Program) Mentor, HSU CA (Community Advocate), secretary at HSU ITEPP (Indian Tribal Educational Personnel Program), Vice President of the HSU TRiO Upward Bound Alumni Association, Search Committee Student Representative for the HSU Vice President of the Diversity & Inclusion Office, Sexual Health Educator at HSU Student Health Center, and a Student Representative at the United Indian Health Services (UIHS) for the Suicide Prevention Program.

College: College of Professional Studies

Major: Social Work

Class Standing: Senior

4. **Name:** Alexis Brown

Committee: Student Grievance Committee

Explanation of why they are interested in the position:

I have experienced the struggles of college bureaucracy and trying to make sure my voice is heard and I want to help other students to make their grievances heard and be a part of the solution to any issues students are having. I want to be part of the system that empowers other students in taking control of their education and making sure that any shortcomings they see in the system can be addressed.

Description of any past experience, campus activities, and/or skills that may qualify them for this position:

I was a writing tutor and a member of Phi Theta Kappa at my community college, both of which helped me to become an advocate for my fellow students. As a tutor, I had to help my peers with learning how to best express themselves in writing. I also got to lead group tutoring sessions for professor's classes, which meant I learned how to communicate with them and understand what issues they wanted me to focus on in the group sessions. As a member of PTK, I got to help organize events on my campus and raise awareness of our program and its benefits for other students. All of these skills translate well to helping me understand and advocate for my fellow students and in reaching out to administrators and faculty in getting the resources needed to improve our campus.

College: College of Arts, Humanities, and Social Sciences

Major: Political Science

Class Standing: Junior

5. **Name:** Yenni Lemuspolanco

Committee: A.S Presents

Explanation of why they are interested in the position:

Two reasons, I would like to start a Cancer Awareness Club.

Secondly, I would like to coordinate a fundraiser, possibly with music to donate the funds to Humboldt State University Advancement Foundation, or obtain enough funds, to create a Cancer Awareness Club.

Description of any past experience, campus activities, and/or skills that may qualify them for this position:

President of the Cancer Awareness Club, Treasurer/Secretary for Habitat for Humanity

College: College of Arts, Humanities, and Social Sciences, College of Professional Studies

Major: Psychology

Class Standing: Junior

6. **Name:** Winessa Nartia-Stockart

Committee: Earth Week Committee

Explanation of why they are interested in the position:

I am interested because I not only want to continue to get involved within the university community, but I also would like for other students and faculty members to participate. If we do something to educate and increase student awareness about the global and local environmental issues that we face today, we are able to individually decrease our carbon footprint. By getting involved, it allows us to also get to know our peers and, together, we are able to move forward in making our campus more sustainable and energy-efficient.

Description of any past experience, campus activities, and/or skills that may qualify them for this position:

I volunteered for a few events with the Natural Resources Club in Fall of 2016. In Spring of 2017, I was the V.P. of Communications for Residence Hall Association (RHA). In addition, I was part of the University Center (UC) Board of Directors as the RHA Representative along with being a student member on the UC committees: UC Student Selection Screening Committee, UC Student Election Committee, and UC Finance Committee. From Fall 2016 to present, I am part of the Southside Student Council, planning events for student residents in Campus Apartments in the Fall 2016 and both Campus Apartments and College Creek in Spring 2017. A skill that I have is taking photos/videos and compiling/editing videos on an Apple Mac. I am also proficient in Microsoft Word, PowerPoint, and Excel.

College: College of Natural Resources and Sciences

Major: Environmental Science

Class Standing: Super Senior (5+ years in college)

Section: **Policy Statement - Fiscal**

Subject: **Reserve Policy, Fund Designation and Procedure for Expenditure**

Purpose: The Associated Students (A.S) Reserve Policy and Fund Designation provides guidelines for basis of the annual review of the A.S. fiscal viability, and to provide the Board of Directors and Executive Director 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. Board of Directors may have that falls within the A.S. Mission.

New/Revised: September 11, 2017

A.S. Board of Directors Adoption Date: December 11, 2000

I. Fund Designation

Appropriations to Reserves - Excess revenues will be allocated annually to the following reserve areas unless specifically exempted by A. S. Board of Directors. Operating Reserve, Capital Purchase Reserve, and Special Projects & Facilities Reserve.

Background - The establishment of adequate reserve policies for CSU auxiliaries is required to meet the California State University financial standards established by the Education Code, Section 89904(b). Section 89904(b) states that auxiliaries shall implement financial standards by the establishment of reserve funds for current operation, capital replacement, and new ventures so as to assure fiscal viability.

Operating Reserve is the “savings account” of the Associated Students used to address contingencies, emergencies, budgetary impacts such as an unanticipated shortfall in projected enrollment, and other non-routine expenditures.

Sources of Funds for Operating Reserve - 80% of the current year excess revenue will be placed annually in the operating reserve.

Capital Purchases Reserve. This reserve is established to replace capital inventory as needed. It may also be used to make new acquisitions when deemed appropriate.

Source of Funds for Capital Purchases Reserve - 10% of the current year excess revenue will be placed annually in the capital purchase reserve.

Special Projects & Facilities Reserve. This reserve shall be used for the maintenance and improvement of existing facilities or the construction of new facilities.

Source of Funds for Special Project and Facilities Reserve - 10% of the prior year's fund balance will be placed annually in the special projects and facilities reserve.

The maximum amount which should be retained for on-campus reserves combined is up to 30% of current year expenditures.

II. Procedure for the Expenditure of A.S. Reserves

Requests for funds shall be made in writing and shall at a minimum include the following information:

1. Program requesting funds;
2. Complete description of project of item(s) to be purchased;
3. Justification for Associated Students funding (how will students benefit from this expenditure); and
4. Other sources of funding explored and outcome of inquiry.

Each request must be provided to the Administrative Vice President so that the request may be introduced at the next meeting of the Board of Finance.

As the following meeting of the Board of Finance, the request will be considered under old business. A simple majority of committee members may approve the proposal for recommendation to the A.S. Board of Directors.

The Board of Finance shall review all requests for expenditures.

A majority vote of the A.S Board of Directors shall be required for approval of all allocations of Associated Students funds.

Allocations from any of the reserves also require the approval of the University President (or designee).

The Associated Students of Humboldt State University also seeks to invest reserve funds and any excess funds with the objective of 100% preservation of capital at as high a yield as possible.

Should an emergency arise or an unscheduled need to make a routine maintenance repair exist, standard expenditure procedures shall be waived and the Executive Director shall be authorized to commit up to \$5,000 from the appropriate reserve. Should an emergency exist and a sum greater than \$5,000 be required, the consent from either the A.S. President, or A.S. Administrative Vice President shall suffice. Should the Executive Director be unable to obtain the required consent, they may commit the required amount of funds to resolve the problem. In all cases, the A.S. Board of Directors shall be notified of the expenditure as soon as possible but not later than their next regularly scheduled meeting.



A.S. PROGRAM DISCRETIONARY FUND REQUEST FORM
(Hand-written submissions will not be accepted)

Name of A.S. Program: Earth Week Planning Committee

Contact Person: Madi Whaley

Phone: (916) 801-7096 Email: mcw303@humboldt.edu

I. GENERAL NARRATIVE

Complete Description of Project or Item(s) To Be Purchased:

Prizes for (Spring 2017) Earth Week Raffle- late reimbursement

Justification for A.S. Funding (How Will Students Benefit From This Expenditure?)

Organizing this raffle was a great help in ensuring attendance at our Earth Week Keynote Dinner Celebration- we had a full room in attendance, and it increased student participation in other events throughout the week as well. This means that a great number of students benefitted from workshops that expanded our views of sustainability and environmental justice, networked among one another and among clubs and organizations involved in sustainability initiatives on campus, and were empowered to participate in organizations involved in sustainability initiatives on campus, and were empowered to participate in action-oriented, or hands-on sustainability endeavours (i.e. creative reuse, calling lawmakers

How Has The Program Explored Environmentally/Socially Responsible Purchase Options?

The options were purchased with concepts of reuse and local economy in mind

II. REQUEST FOR DISCRETIONARY FUNDS BUDGET JUSTIFICATIONS

Please provide a detailed description for each expenditure item. Include how you arrived at specific figures and/or how you plan to spend this money.

Line Item 1: Raffle Prizes Amount: \$ 75.00

Explanation:

Line Item 2: _____ Amount: _____

Explanation:

Line Item 3: _____ Amount: _____

Explanation:

Line Item 4: _____ Amount: _____

Explanation:

Line Item 5: _____ Amount: _____

Explanation:

Line Item 6: _____ Amount: _____

Explanation:

III. INCOME AND EXPENDITURES

INCOME: List A.S. subsidy requested and other approved sources of income.

<u>Approved Funding Source</u>	<u>Amount:</u>
1. <u>Requested A.S. Funds</u>	<u>\$ 75.00</u>
2. _____	_____
3. _____	_____
Total Income:	<u>\$ 75.00</u>

INCOME: List potential sources of income.

<u>Potential Funding Source:</u>	<u>Amount:</u>	<u>Outcome:</u>
1. _____	_____	Pending
2. _____	_____	Pending
3. _____	_____	Pending
Total Income:	<u>\$ 0.00</u>	

Expenditures.

1. <u>Raffle Prizes</u>	<u>\$ 75.00</u>
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
Total Expenditures:	<u>\$ 75.00</u>

IV. REVIEWED BY:

<u>Onesha Lund</u>	<u>Jenessa Lund</u>	<u>9/7/17</u>
Program Advisor Name	Signature	Date
<u>Madison Whaley</u>	<u>Madison Whaley</u>	<u>9/6/17</u>
Budget Administrator Name	Signature	Date