

**Call to Order:** Michelle Nungaray calls the meeting to orders at 5:04 PM.

**Attendance:** Maria Marquez (President), Michelle Nungaray (Vice President), Cesar Rumayor (ASI/USU Executive Director), Alessandra Ramirez (Student Organizations), Andrea Sandoval (Residential Life), Monique Bravo (Environment), Rosa Martinez (College of Education, Kinesiology, and Social Work), Teresa Serna (Executive Assistant), Alec Austin (At Large), and MiShaye Venerable (Secretary/Diversity), Ron Noble (Dean of Students), and Kassandra Lopez (College of Science)

**Absent:** Katie Rotan (Leadership & Student ASI Government Manager)

**Tardy:** Braden Palma (College of Arts, Humanities, and Social Sciences) @ 5:05pm and Akia Walker (Athletics) @ 5:05pm

**Guests:** Ammie Mundello

**Point Totals:** 4 Permanent Points for the Director for the College of Science and 3 Permanent Points for the Director for the College of Arts, Humanities, and Social Sciences

**Approval of Agenda:**

Motion to approve made by Alessandra/seconded by Rosa

Motion passes 11-0-0

**Approval of Minutes:**

Motion to approve minutes for February 19, 2019 made by Andrea/seconded by Kassandra

Motion passes 11-0-0

**Open Forum: None**

**Announcements and Presentations: None**

**Action Items:**

- a. Approval of the ASI Assistant Director of Programs and Assessment Job Description and Classification  
Ammie explained that they are reinitiated this position but they are adding assessment to it. She stated that they will be overseeing the programs advisor. She stated that for classification and salary ranges, they try to do comparability with positions that are similar on campus as well as other auxiliaries. She stated that she compared with two other positions on campus.
  - i. Motion to approve by Andrea/ seconded by Alessandra
  - ii. Motion passes 13-0-0
- b. Approval of the ASI Programs Advisor Job Description and Classification  
Ammie explained that this position reports to the Assistant Director and they will be doing all the paperwork and processing and dealing with the events on campus which will be their main focus. She stated that the classification has been reduced because

they do not have decision making which the Assistant Director position will have which the current position has so they are separating them. She stated that they will be doing contracts, insurance, and contacting reservations to schedule events.

- i. Motion to approve by Monique/ seconded by Rosa
- ii. Motion passes 13-0-0

c. Approval of the ASI Marketing and Communications Manager Job Description and Classification

Ammie explained that currently there is a marketing coordinator who does all marketing plans and social media plans. This position will take over these duties so they will not be doing the posting or poster making. She stated that they are going to oversee and make the decisions on what is being posted and complying with the campus policies. She stated that they are trying to make it an exempt position and it is new so they will have to recruit for it.

- i. Motion to approve by Braden/ seconded by Alessandra
- ii. Motion passes 13-0-0

d. Approval of the ASI Graphic Designer and IT Coordinator Job Description and Classification

Ammie explained that this is an existing position however, they are adding a significant amount of duties to this position that are IT related. She explained that this position still does the graphic design but there is a classification change to it given that in the new building they will be looking into the laptop check out and this will be the person who handles the communications with campus IT and they will still oversee the web and app person. She stated that the classification increased because of the duties being added to the position. Cesar then explained that they are going back to what they originally were but they want to hire more student assistants. Ron then asked that for an estimate of where the person falls in the salary range. Ammie then stated that it is closer to the entry level but it is more than entry level.

- i. Motion to approve by Alessandra/ seconded by Diana
- ii. Motion passes 13-0-0

e. Approval of the ASI Administrative Assistant Job Description and Classification

Ammie presented that this is a job they had before however, when the building closed they merged and consolidated some of these duties under their USU coordinator and now they are separating them again. She stated that this particular person will oversee the front desk in the new building, they will process requisitions, and take on different trainings for organizations and their treasurers.

- i. Motion to approve by Kassandra/ seconded by Alessandra
- ii. Motion passes 13-0-0

f. Approval of the Revised Professional Staff Position Title & Salary Range

Ammie explained that every couple of years based on their policy, they will review of all of their current staff positions and confirm that their salary ranges are still comparable with other campuses. She stated that all of the job descriptions that are posted that are either new or existing she did a review on all of them. She stated that some that just changed salary range only are the Executive Director, the USU Admin

Support Coordinator, and HR Specialist and the only thing that changed were for her title is her title is adding Risk management. Rosa then asked if the salary were year-long to which Ammie replied that they are annual. Mishaye then stated that she is assuming that they all went up. Ammie then state that some of the went down because their levels of responsibilities decreased. Cesar then explained that until June 30<sup>th</sup>, they are still calling it USU and they are currently working on bylaw revisions, articles incorporation, and getting their attorney involved to do a name change and they will refer to the building as the Student Center but they will not be referring to it as USC. Cesar stated that right now ASI pays for the Student Government and Leadership Advisor, Programs Advisor, the two people in marketing, and Jocelyn's position. He then stated that in the future ASI will pay for their positions and the Union will pay for their positions and the plan is for the Student Center to continue paying for the Executive Director. Monique then asked what an auxiliary is to which Cesar replied that it is an official nonprofit that exists in the state of California for a certain reason. She then asked what the four auxiliaries on campus were. Cesar then replied they are ASI, USU, Auxiliary Business services, and then the Foundation Board.

- i. Motion to approve by Alessandra/ seconded by Braden
  - ii. Motion passes 13-0-0
- g. Approval of the Revised Interim Employee Policy  
Ammie explained that with the current policy, the Executive Director in consultation with either the president or chair can make a recommendation to fill a position for generally 6 months to a year and at that point if they want to make that a permanent appointment then they can make that decision for non-exempt staff with board approval. She stated that they are looking to revise it to include exempt staff.
  - i. Motion to approve by Andrea/ seconded by Diana
  - ii. Motion passes 13-0-0
- h. Approval of the 2020 Student Assistant Classification Table  
Ammie explained that in each of the classifications for Student Assistants they have generally been taking the base amount and increasing it a dollar each year. She stated that the problem is that students are making more per hour than the professional staff because of the hourly rate when minimum wage gets to 15 dollars an hour.
  - i. Motion to approve by Kassandra/ seconded by Alessandra
  - ii. Motion passes 13-0-0

**Discussion:**

- a. University Budget Advisory Committee Budget Priorities

Jennifer explained that she put together a small presentation of the open forum and that the VPs went through their priority lists so that students were aware of what their lists somewhat look like. She also stated that VP Hayden gave them some homework to look at the list and plan for 10 million. She then read through the lists of priorities that the VPs listed. She then gave the campus wide priorities and they put together a list and in their

order. She then explained the mandatory costs and the university wide priorities. Akia then asked if the amount they are trying to work with is 10 million in which she responded stating that they were told to plan for 10 million because theoretically if they get 10 million then they would be able to fund up to priority 18 and stated that they are asking them if they could move and replace priorities then which would they move and why. Diana then asked if they can change the amounts of the priorities so that they can fund more and Jennifer responded that she believes he mentioned that they can ask why that much is being allocated and if it can be lowered. Ron then explained that at some point in time they start developing within their division under each Vice President and then it becomes the University's and UBAC's responsibility to take all these priorities and figure out how to fund them. VP Paz then stated that they all prioritize things and in her case they were the one time funding for some positions and they wanted to cover those because they already have people working in those position as well as student convocation. She also stated that between the five divisions, there were at least a hundred things and those things will stay on the list and they will move on to the following year. Ron then stated that it is the Dean's responsibility to lobby their priorities to the provost. Cassandra then asked if any of the priorities were to benefit for the Stockton Center. Diana then stated that the Dean for graduate students is important because of the lack of resources that they have available to them already. Ron then stated that the graduate Dean will more be able to support students in the academic area but not much to do with things staying open. Diana then responded that their graduate faculty does need a lot of support. Michelle then asked Diana what she would see moving down. Diana then stated that there is never a shortage of students who are apply and she believes that instead of getting focused on more students but rather focusing on the students they currently have. Michelle then stated that if they think something lower than twenty five is something that should be up then she would suggest to go speak to the Vice Presidents because if someone is actually speaking on it then it shows how passionate a student is about this. Cassandra then brought up the priorities for Stockton. Cesar then asked Michelle if Stockton has a separate budget. Jennifer then stated that she is assuming that part of the wow specialist is going toward Stockton because Delta is strictly linked with the Stockton campus. Paz then stated that the MOU is between Delta and the Stockton Campus. Cesar then stated that even if they do not want to schedule a meeting with a Vice President, the UBAC meetings are open to the public.

## **Director Reports**

### **Executive Reports:**

a. *Secretary: Mishaye Venerable:*

Mishaye explained that GREAT Advising Committee is having a meeting tomorrow in the President's Conference Room. She then stated that Michelle and herself are working on the diversity inclusion resolution and then stated some events going on and there will be a Black Power Movement event at the main stage theater from 5:30pm-8:30pm and then following a discussion led by the ethnic studies club. She

- then stated that the first of the transformative Tuesdays that the ethnic studies department is doing took place in front of the library. She then stated that this Friday and Saturday is a track and field home meet and it is Senior Day.
- b. Vice President: *Michelle Nungaray*  
Michelle explained that the ASI Budget Committee is meeting this Friday at 9am as the first of the semester. She stated that herself, Jennifer, and Jocelyn did meet to pass two because they were below \$250. She then stated that they just finished filming the ASI marketing video and marketing is currently putting it together. She then stated that the “Speak Your Mind” flyers came in as well. She also stated that they are working on reading other school’s resolutions for diversity and taking pieces of each resolution in order to construct their own then they will bring it to the board. She also stated that she has been posting a day in her life on the ASI and USU Instagram page.
- c. President: *Maria Marquez*:  
Maria stated that next week will be the start of their marketing to their proposed fee referendum. She then stated that she plans for next meeting for everyone to do a slight recording representing their support being that everyone did vote in agreeance with it. She stated that she would like to create a video to market on their Instagram page and that they are currently in the works of contacting clubs to present to. She then stated that on Friday, Cesar, Katie, and herself had a food text meeting with Chartwells however she had to step out due to a campus emergency meeting regarding unfortunate flyers that were dispersed on campus. She then stated that today Cesar, Michelle and herself went in support of teachers against white supremacy and after they approached some student clubs and have asked to meet with at least one representative of each club to discuss what happened during homecoming week. Maria then stated that she met with Jill yesterday about the microwaves and that it is going in a positive direction and she is working on creating a flyer about where microwaves will be located as well as shower and hydro station locations. She then stated that Kylie would like to remind the board to please email her back about Follow up Fridays.

### **Other Reports:**

- a. Interim Vice President of Student Affairs: *Paz Oliveres*  
Paz stated that they had their first undocumented student allies meeting last week and she had over twenty people come so it was well attended and they are having a subcommittee meeting tomorrow to coordinate ally trainings. She then stated that she is very interested in being apart of the posting policies and taking a stand on the issue. She then stated that she attended a meeting in Stockton about space and there was a question raised about the space needs for ASI and there was not anything on the list. She then stated it was brought up that even if there was not a separate office but even a place to sell merchandise. Cesar then stated he will send her an email because they have met with facilities. She then stated that today is her last day as Interim Vice

President and thanked everyone for being so welcoming and supportive and she will continue to support the board in her new capacity on campus.

- b. Interim Leadership & Student Government Manager: *Katie Rotan:*

Absent

- c. Executive Director: *Cesar Rumayor:*

Cesar stated that regard the food text program, they thought through the dine in app that they were able to communicate with students. He then stated that they thought that if an event had left over food then Chartwells would box up the food in a safe way and then bring the box back and students would be able to pick up the food through the back of Chartwells. He then stated that the historical sense of getting food in that way and what that could look like so they thought to develop other ways and they were able to convince Chartwells to allow an extra 30 minutes after the event so students can come box the food up themselves and take it with them. He then stated that they decided that they have to make sure that OIT can use the Stan State app then schedule a meeting with Student Affairs, Risk Management, Chartwells, and ASI. He then stated that the good news is that Chartwells is eager to get it going. He then stated that Maria will be speaking next Tuesday at the Modesto signing of the MOU Wow that they discussed. He then stated that Warrior Wednesday is cancelled for tomorrow due to weather conditions and they have emailed all clubs who have reserved in the QUAD. He then stated that they have ten applicants regarding Student Organization Funding. He then stated that regarding the Queer and Trans people of color collective, they have accused Jocelyn and himself of being unsupportive of their movement. He stated that they are not allowing them to ask for money from the Student Life Fund and Diversity Fund for the same event being that it is in the policy. He then thanked the board for approving the action items during the board meeting.

### **Closing Comments:**

Michelle stated that for Bikeshare, Nicole Larson, the previous ASI President, is working on it and has contacted her and today they met with the city to see if they can work around the contract. Diana then asked if one of her professors could get in contact with her about the Bikeshare. Cassandra then reminded everyone to wear red on Wednesdays. Alessandra then announced that applications are now available for elections.

### **Adjournment:**

Kassandra motions to adjourn, seconded by Mishaye. 13-0-0. Nungaray adjourns the meeting at 7:07pm.

Minutes approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Maria Marquez, President

Minutes prepared by: \_\_\_\_\_ Date: \_\_\_\_\_

Teresa Serna, Executive Assistant