

**Call to Order:** Maria Marquez calls the meeting to orders at 5:02 PM.

**Attendance:** Maria Marquez (President), Michelle Nungaray (Vice President), Cesar Rumayor (ASI/USU Executive Director), Alessandra Ramirez (Student Organizations), Andrea Sandoval (Residential Life), Katie Rotan (Leadership & Student ASI Government Manager), Monique Bravo (Environment), Rosa Martinez (College of Education, Kinesiology, and Social Work), Sandra Lezama (College of Business), and Teresa Serna (Executive Assistant), Akia Buford Athletics), Alec Austin (At Large), Matthew Lopez Phillips (Dean of Students), MiShaye Venerable (Secretary/Diversity)

**Absent:** Kassandra Lopez (College of Science)

**Tardy:** Rosa Martinez (College of Education, Kinesiology, and Social Work) @ 5:02 PM

**Guests:** Kylie Carpenter, Vice President Oliverez, Jocelyn Castellanos, Ron Rodriguez, and Catherine Hannula

**Point Totals:** 4 Pending Points for the Director of Athletics, 4 Pending Points for the Director for the College of Business, 4 Pending Points for the Director for the College of Science

**Approval of Agenda:**

Motion to approve made by Alessandra/seconded by Andrea

Motion passes 12-0-0

**Approval of Minutes:**

Motion to approve minutes for June 19, 2018 made by Alessandra/seconded by Michelle

Motion passes 12-0-0

Motion to approve minutes for July 17, 2018 made by Alessandra/seconded by Andrea

Motion passes 12-0-0

**Open Forum:**

Kylie talked about how there will be a series of events that will be put on in order to allow students to get to meet the Board. She reminded them she will be needing their information such as a picture of them wearing red, their major, their initiatives, and two fun facts by September 1, 2018. She introduced the “Taco ‘bout it” series where she explained that students will talk to board members in a panel about some issues they voted as most important to be discussed such as parking, advising, and clubs & organizations. She announced that the events for the series will be replacing the future board meetings that will be scheduled on those days. She also stated that they will be located in MSR 130 and will be from 5PM-7PM. She then announced that there will be an open forum on October 3, 2018 for students to come and talk to an advising panel as well as Mishaye who will also be sitting on the panel. Last in the series she said would be to discuss parking and she would be contacting Alec to sit on the panel as well. Kylie then explained that each event will have a different topic and that these are topics that interested students as well.

Maria then reminded the board that last election, ASI conducted a survey in order to ask students what the main issues that they saw were and what they would like their representatives to take on as initiatives. She explained that the reasoning behind the open forum is to clarify for each initiative what exactly is the problem within. Maria then reiterated that she will be sure to send out an email to remind the Board of the upcoming dates and times. She also stated that Kylie may be returning with further reminders.

**Announcements and Presentations:**

a. Library Renovation – Ron Rodriguez (Dean of the Library)

Rodriguez introduced himself and the Outreach Librarian Catherine who reminded the board that housing will be having a screening for a movie coming up soon. Rodriguez explained to the Board that the library building itself will be closing for renovation in June 2019 and will be closed for 2 years in order to complete this renovation. He explained to board that there will be around 28 modulars and will be in between Demergasso Bava Hall and Bizzini on the grass area. He stated that there will be 4 modulars for the library and 3 for the staff as well as one for OIT, disability services, and the tutoring center. He then reiterated that although the building will be closed, the library itself will be open but rather in the modulars. He stated that he will be returning periodically in order to inform the board of any updates and progress for the renovation. He also stated that the hope is to have every service that is already in the library still available to the students however, just not as spacious. He explained that during the six-month period that both the library building and University Student Center are both closed, they will be around 80-100 computers short of what is typically available. He reassured the board that they are working to have places where students can go to have places to study. He then stated that there will be a couple open forums planned so that students, faculty, staff, and community members can come and ask questions. Catherine then announced that the rumors about there being a café installed in the library were in fact true. Mishaye asked if all of the services in the library were finalized or if it would still be open for recommendations. Rodriguez then stated that the library will consist of the library itself, OIT, the tutoring center, disability services, academic success center, and the diversity center as well as a few other things as well. He then stated that there are about 670 seats currently and once renovation is finished there should be around 1000 seats. He also announced the compact stacks for books will fit the same amount of books in half the amount of space. Mishaye then asked what would happen to the event space when it is not being utilized as an event space. Rodriguez then responded that it would be utilized as a study space. Mishaye then asked where the event space would be located to which Rodriguez said it would be located on the first floor across from the café. Mishaye then asked about the noise component of having the event space in the library. Catherine then responded that the event space would not be used for things such as huge conferences but rather a way for there to be class displays to update on what has been going on in such class. She stated that there would also be movies however it would not bother anyone because it would be after hours once the library itself is closed. Cesar asked if the open forums would be to update students, faculty, and staff on the status of the renovation or the status of the building being closed. Rodriguez responded that it will be the status of the renovation, the temporary space, and other spaces to study. He stated that

there will be visuals at the open forum. Alessandra asked if clubs and organizations will be able to rent out the event space. Catherine stated that there could not be things that are too loud and that the events would be library priority. She also stated that the library should be willing to work with the students however it would have to be in partnership with the library. Maria asked what exactly is planned in regards to study space for the students. Rodriguez responded that there will be roughly 8 percent of the library's collection of books. He then referred to the handout to clarify Maria's question of the location of study space. Andrea asked how private the psychological services will be while in the temporary building. Rodriguez then responded that they will be in a long term temporary building. Catherine explained that they are still working on the privacy aspect with the architects to have privacy and safety for the students. Alec asked if there will be any form of compensation while the University Student Center and Library building are closed. Rodriguez responded that the temporary space will be ready as soon as Summer Session 2019 begins. Oliverez stated that Maria is welcome to be a part of the conversation for study space. Rodriguez also stated that the library would go from eight study rooms to nineteen.

b. Conflict of Interest – Michelle Nungaray

Michelle explained what conflict of interest is and the purpose of the policy being that a person cannot financially benefit from a contract that ASI and USU enter. She then went into details for what would be a conflict of interest and addressed some main points (1.2, 1.5-1.10, 4.0-4.4) of the policy. She then stated that gifts cannot be accepted by companies that are going to be working with ASI or USU. She gave examples of Stanfest and showed a list of vendors that are used on a regular basis. Lastly, she asked the board to please sign the Conflict of Interest forms she passed around.

c. Why Wear Red on Wednesdays Campaign – Jocelyn Castellanos

Jocelyn explained that last semester they launched a campaign called Wear Red on Wednesdays where the main focus is to get students to wear red on Wednesdays. She also explained that they do have bigger intentions for the campaign however right now they are starting off small in order to increase the amount of red seen on campus. She announced that it has increased but there was really no explanation of why students should wear red. She explained that they came up with the idea that to tell students why to wear red on Wednesdays. She then stated that they created a form for students to fill out to explain why they wear red on Wednesdays and why they have campus pride. She explained that the form would go on their social media and there would be signage around campus so other students will see someone they know and be more intrigued to read the quote. She also said that some of the posts would be on the website and she asked that the board members also create a post so that students can see their student leaders involved in the campaign and hopefully persuade them to submit a post as well. Alessandra asked when she would like these posts to be submitted. Jocelyn responded that after the meeting she will send an email to Katie so that the board can start to get their posts out as soon as possible. Alessandra asked if there were any other templates for the posts. Jocelyn then replied that there could be a possibility to create various templates. Mishaye asked if in the post people could wear any form of red apparel. Jocelyn answered saying that any red apparel could be worn even something representing a greek organization or club. Dean Matthew then asked if a group of students or

faculty members could take a picture wearing red. Jocelyn responded that it would actually be a great idea to get campus officials involved.

**Action Items:**

- a. Approval of the Revised ASI & USU Hospitality Policy  
Maria explained that they revisited the policy yet again. She stated that the chancellor's office decided to implement a rule where clubs and organizations do not have to submit a hospitality form.
  - i. Motion to approve made by Alessandra/seconded by Andrea
  - ii. Motion passes 12-0-0
- b. Approval of the Revised ASI & USU Travel Policy  
Cesar explained that the main changes were made on the procedure side. He stated that the major issues were that some of the organizations that fall under the ASI Travel Policy which stated that they are only allowed to receive mileage reimbursement and not gas reimbursement. He stated that when speaking to clubs and organizations, they want the option to receive money for gas so there needed to be a change on the procedure side. Lastly, he stated that some minor changes were that titles and rooms had changed as well.
  - i. Motion to approve made by Dean Matthew/seconded by Mishaye
  - ii. Motion passes 12-0-0
- c. Approval of the ASI & USU Clubs and Organization Funding Policy  
Maria explained that there was a change in the title of the policy from ASI/USU Student Life Fund Policy because it wanted to be clear that Clubs and Organizations know that this is the funding that they would have if they wanted to have a student life event or multicultural event on campus. Alessandra then asked if the money from spring would roll into the next year. Cesar then responded that all leftover money rolls over into reserves. Maria explained that a club could only request so much money at a time and that a club must be chartered to use the resources.
  - i. Motion to approve made by Mishaye /seconded by Alessandra
  - ii. Motion passes 12-0-0
- d. Approval of the Revised ASI Board Initiative Fund Policy  
Maria explained the changes to the policy such as who oversees the policy. She then explained that Katie will now be overseeing this fund. Maria also explained that the fund is on a first come first serve basis. She also explained that they want to make sure a full time staff can guide the board members to fulfill their initiatives. She stated that Katie will be in charge of helping a student decide how much is needed for such event, as well as brainstorming, and how to throw the event. Lastly, she stated to evaluate the event in order to possibly pass the event down and improve it as well. Katie stated that this refers to the goal setting sheet that the board members created at retreat and she will be emailing people once Michelle explains everything at the next meeting.
  - i. Motion to approve made by Dean Matthew/seconded by Alessandra
  - ii. Motion passed 12-0-0

**Discussion:** None

**Director Reports:**

**Executive Reports:**

- a. Secretary: *Mishaye Venerable*: No Report  
Vice President: *Michelle Nungaray*  
Michelle stated that she sent out the standing committees and explained that some board members will be sitting on committees however, some will not due to scheduling conflict. She reassured the board that the committees will change next semester as schedules change. She reminded the board that Teresa has the ASI shirts and polos for those who have not yet received theirs and that they can pick them up after meeting. She then reminded them to wear red tomorrow.
- b. President: *Maria Marquez*:  
Maria reminded the board to check their mailboxes and that there is a conference room that the members may utilize in the suite 121. She reminded the board that the current week is Welcome Week and she also reminded the board to wear red on Wednesday and attend the club and organization fair. She stated that she will be meeting with Jill to discuss the emergency student fund and talk about how students can access that and start that resource for basic needs for the students.

**Other Reports:**

- a. Interim Leadership & Student Government Manager: *Katie Rotan*:  
Katie gave an update on the Warriors Giving Back program and that they are working on two things. She stated that they currently have a backpack drive that started August 13, 2018. She said that backpacks and school supplies can be given as the ASI/USU front desk. She also stated that there is a link on social media connected to amazon to purchase things for the drive and it will go straight to the main office. She told the board there will be a blood drive on Thursday from 10AM-4PM where there will be vans to make things easier to donate blood. She then explained the life skill series that are put together for for ASI & USU student assistants and volunteers. She stated that it will be mandatory for all student assistants to attend two out of the five events for the series. She announced the student scholarship fundraiser where she stated that 10 percent of the proceed will go towards the ASI student scholarships and that this event will be taking place on Friday at Dos Coyotes and Pizza Rev.
- b. Executive Director: *Cesar Rumayor*:  
Cesar explained that it was noticed that there is an increase in people applying for the student scholarships and there is a realization that there is a need for financial assistance. He explained that the only criteria necessary is that a student must be involved regardless of if it is on or off campus. He stated that they are looking at alternative ways to increase the funding for the

scholarships. He then passed around the fall semester calendar and Stanfest flier. He also explained that they will no longer be presenting the artist at the board level nor at the code red level due to the artist being announced before ASI/USU were able to announce it. He stated that they will be presenting at the executive levels then once it is approved and finalized they will share it at the board of directors and code red level. He also stated that anyone can purchase tickets because it is an open event and that there will be around 40-50 clubs at the fair tomorrow and he encouraged the board to go out and learn more about the clubs. He also encouraged the board to donate blood on Thursday and that they would be hosting "Get the Scoop" in the quad in to help recruit for Warrior Lobby Team, Code Red, and SGLC. He then reminded the board that the parking permits are ready to be picked up. He stated that they will be following up with the library before October to address some of the issues there may be regarding the café or the event space. Mishaye then asked who is a part of selecting the scholarship. Cesar then responded that the Board reads through them.

**Closing Comments:** None

**Adjournment:**

Mishaye motions to adjourn, seconded by Dean Matthew. Approved by consensus. Marquez adjourns the meeting at 6:19 PM

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

Maria Marquez, President

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

Teresa Serna, Executive Assistant

