

Call to Order: Michelle Nungaray calls the meeting to order at 5:01PM

Attendance: Maria Marquez (President), Michelle Nungaray (Vice President), Karmjit Bath (Vice President of Finance), Trinity Morataya (Executive Assistant), Krishma Malhotra (College of Arts, Humanities, and Social Sciences), Cynella Aghasi (Sustainability), Rosa Martinez (College of Education, Kinesiology, and Social Work), Karlos Marquez (At-Large), Andrea Sandoval (Residential Life), Natalia Verduzco (Student Organizations), Cesar Rumayor (ASI & SC Executive Director), Jeff Fu (College of Business), Katie Rotan (Student Government & Leadership Manager), and Andy Klingelhoef (Interim Dean of Students)

Absent: Anisa Saechao (Athletics)

Tardy: Karla De La Cueva (College of Science)

Guests: None

Point Totals: 2 permanent points for Karla De La Cueva (College of Science), 2 permanent points for Andrea Sandoval (Residential Life)

Approval of Agenda:

Motion to approve agenda for May 12th, 2020 by Karmjit/ seconded by Rosa

Motion passes 11-0-0 @ 5:01 PM

Approval of Minutes:

Motion to approve minutes for May 5th, 2020 made by Natalia /seconded by Rosa

Motion passes 11-0-0 @ 5:01 PM

Open Forum:

Action Items:

- a. Approval of the 2020-2021 ASI Budget (Karmjit Bath)

Karmjit says the after meeting with the BOD last week he went to the Budget committee for any last-minute changes. Karmjit then reports the Budget committee did not make any changes and he is asking for the BOD final approval. Karmjit then says he is also open to hearing the BOD concerns or changes they would like to make to the budget.

- i. Motion to approve by Natalia, seconded by Cynella
- ii. Motion passes 10-0-1 at 5:03 pm

- b. Approval of Revised Dress Code & Appearance Policy

Cesar says any part of the document that is in red has been approved by the ASI and SC student in the HR Committee. Cesar says as a committee they have decided to not

allow people to wear hat, caps, or beanies indoors. Cesar then says the HR committee is being very careful when they define hairstyles and instead of saying combed or arranged they will write neatly groomed. Cesar says they received that suggestion from their colleagues. Cesar then moves on to the departments and says the BOD already have to dress up every first meeting of the month. As of front desk, operations, and services must wear their polo or t-shirt while on duty. Cesar then says student government, marketing and program volunteers and assistants have to wear their polos while they're working an event. Karla enters at 5:06.

- i. Motion to approve by Cynella, seconded by Karmjit
- ii. Motion passes 11-0-0 at 5:06 pm

c. Approval of the Revised Student Assistant Policy

Cesar says once again the items that are in red is what they are revising. Cesar says in conversations with the staff they did not have a policy that allowed to transfer students within a department or a promotion with a department. Cesar then gives an example of the ASI Web App person is graduating, but they have the ASI IT Assistant who is willing and capable of serving the position, so instead of posting the position they would like to do a transfer into that position. Cesar says the same thing goes for programming staff and some students are graduating in certain position and they cannot move people around without the policy.

- i. Motion to approve by Krishma, seconded by Karlos
- ii. Motion passes 12-0-0 at 5:08 pm

d. Approval of the ASI Internet Reimbursement Policy

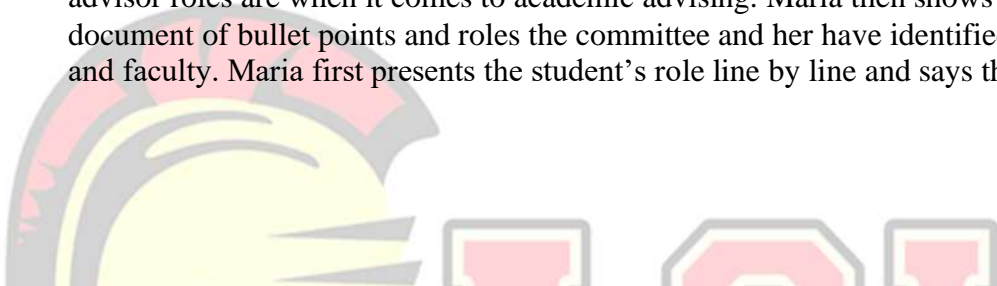
Cesar says this policy is new and they are not calling it a temporary policy because there might be other situations that they may need to do this again, but as an employer because they are not state employees they need to reimburse employees anything they're using personally for work related items. Cesar says the company already has ASI and SC cell phone reimbursements, so it has not been requested by any of the staff, but it is something they should be offering now they know how fall semester will look like. Cesar states this policy will be going towards both professional staff and student assistants since everyone is using their personal internet for work related items.

- i. Motion to approve by Cynella, seconded by Krishma
- ii. Motion passes 12-0-0 at 5:09 pm

Discussion:

a. Academic Advising – Student and Advisor Roles

Maria says the Ad Hoc Academic Advising committee discussed what student and advisor roles are when it comes to academic advising. Maria then shows the BOD a document of bullet points and roles the committee and her have identified for students and faculty. Maria first presents the student's role line by line and says the first bullet



point states they would like students to know they are at the CSU level and they should take initiative with their education by familiarizing themselves with Stan State resources. The second bullet point says students should also be aware of what their goals or career interests are. Maria then uses herself as an example by saying though she was undeclared she still had an idea of what she wanted to major in because she was asked of what her interest were. Maria then says the third bullet point says for students to familiarize themselves with general education and major requirements to build their next semester class schedule. Maria then references the resources such as the academic pathway tools that include STAN Planner, Stan Degree Progress, and Stan Scheduler. Maria then says they have also included the academic catalog, roadmaps and class schedules. Maria then brings up the fourth bullet point that informs students to make an advising appointment before the first pass and to come prepared with questions and a pre-planned schedule when coming to their academic advising if need. Maria says they write if needed because they are aware that some majors do not need advising, but some majors have mandatory advising and they should be aware to make the appointment before the registration period. Maria moves onto the fifth bullet point is telling students to pay attention to their CSU emails when it comes to registration dates and advising holds within their college career. Maria then states the six bullet point states to the student that it is theirs and their advisor's responsibility when it comes to advising and to build a relationship with their advisor. Maria says students should take initiative of their education and in order to have a successful college career and they need to hold their part of responsibility, but also remind faculty advisors that it is their responsibility as well to build a relationship with said students. Maria says the Ad Hoc Academic Advising have identifies eight bullet points for the advisor's role. The first one states to listen and provide guidance to students in both their academic and career route at Stan State. The second bullet says that advisors should inform students of what requirements they are missing to make sure students are being aware. Maria then goes onto the third bullet point states to notify students what courses are only available during Fall or Spring semester. Maria continues and says the fourth bullet point states for advisors to recommend alternative courses for the requirements based on the student's interest. Maria then says the fifth bullet point mentions for advisors to discuss students career goals and provide students with guidance. Maria then says the sixth bullet point says that advisor should inform students of what opportunities and resources that are available in their college and on campus such as internships, PCS, etc. the seventh bullet point says advisors should provide tools and links to assist students in advising and the eighth bullet point says advisors should adhere FERPA regulations. Maria then informs the BOD that FERPA is to make sure student's information is not shared without permission from the students. Maria then says the committee did want to create a flyer, but then they propose to make a resolution instead to share both roles. Cesar mentions that number one and five on the advisor roles are essentially the same. Cesar then mentions whenever a resolution is numbered it looks as though the committee is ranking each point, and his recommendation is to change the numbers. Natalia then says to discuss career goals would not be the advisor's role and it should be the student's role. Maria thanks the BOD for their feedback and says she will take the resolution back to the Ad Hoc Academic Advising Committee and they will reach

out to some faculty advisors about the resolution and see their thoughts as well. Cesar then says because the committee is writing a resolution it does not mean they are telling whomever reading it the right or wrong way, so they may not need to check in. They are discussing advising from a student's perspective and it might lead into a discussion.

Director Reports:

a. Director, At Large: *Karlos Marquez*

Karlos gives the BOD an update on the Direct from the Board IG Series. Karlos shows the BOD the winners and states they are still waiting to who will win the Amazon gift card that will be announced tomorrow. Karlos then shows that since the series has launched the followers on the Instagram page has grew 54 new accounts. Karlos continues and says the Instagram page started with 1,121 followers and ended with 1,125. Karlos then reports there is also a final recap video they are working on.

b. Director, Athletics: *Anisa Saechao*

No Report

c. Director, Business: *Jeff Fu*

Jeff reports that he has a meeting with his dean to discuss a plan for the College of Business to get some updates for the upcoming year. He says they will be meeting on May 22nd.

d. Director, Residential Life: *Andrea Sandoval*

Andrea says she is meeting with Heather tomorrow to talk about how they are going to announce the information that Andrea received last week.

e. Director, Student Clubs & Organizations: *Natalia Verduzco*

Natalia says she is planning a meeting with Julie to talk about how organizations are going to virtually recruit in the fall. Natalia then says booths are supposed to be off campus by the 15th, but they are waiting to see if the organizations can find someone to take them.

f. Director, Arts, Humanities, and Social Sciences: *Krishma Malhotra*

Krishma reports that she has been primarily working on the Ad Hoc Academic Advising Committee and next Monday she has an OIT development to advisory meeting. Krishma thinks this will be the last meeting. Krishma then reports there will be a UCAG meeting on Wednesday that she will be attending. Krishma then reminds

the BOD about the rebranding group having their reveal tomorrow and they will be sending out a link. Maria says the reveal is also listed in Warrior Weekly.

g. Director, Science: *Karla De La Cueva*

Karla states she has been a part of the Ad Hoc Academic Advising committee and if any updates come about she will update the BOD.

h. Director, Education, Kinesiology, and Social Work: *Rosa Martinez*

Rosa thanks the BOD for the feedback on the Advising Resolution.

i. Director, Sustainability: *Cynella Aghasi*

Cynella says she is working with Tiffany from marketing to continue with her initiative for signage on the bins in the SC. She says they are working on options for magnets and they have a design thought of. Cynella then reports that the Council for Sustainable Futures will be presenting their end of the year report to the President's Cabinet on Thursday and that she will be presenting.

j. Dean of Students: *Andy Klingelhofer*

No Report

Executive Reports:

a. ASI Vice President of Finance: *Karmjit Bath*

Karmjit reports that him, Tiffany and Teresa met in the morning to discuss the brick giveaway applications and how there are 160 applications submitted and graduating students have until the 22nd to apply. Karmjit then says he also met with Katie, Karlos and Karla for the Warriors Giving Back scholarship to evaluate the applications and they will soon come to a consensus. Karmjit then thanks the BOD for approving the ASI Budget and says he appreciates everyone's feedback and for being patient with him. Karmjit says he will be sending the budget to the President and VPs to look over. Karmjit then thank Cesar for being a big part of helping Karmjit with the budget.

b. ASI Vice President: *Michelle Nungaray*

Michelle thanks Karmjit, Maria and Cynella for submitting her their video sand pictures for Mental Health Awareness.

c. ASI President: *Maria Marquez*

Maria says she attended a CSSA meeting this weekend and they voted for their new elected executives and that she has heard officially that school will be virtual in Fall 2020. Maria then reports she has been working with the Ad Hoc Academic Advising committee and they look forward to bring the BOD an outline of the proposed resolution. Maria then asks the BOD if they would like to participate in a Virtual Escape Room because there is one spot left open for the ASI team. She tells the BOD if they are interested to let her know.

Other Reports:

a. ASI Student Government & Leadership Manager: *Katie Rotan:*

Katie says like Karmjit said they have 15 warriors Giving Back scholarships to award and they also have four study abroad scholarships to award as well. Katie says they are still waiting to hear the status of studying abroad for 2020. Katie says she has a feeling those students will not be allowed to study abroad and if that is the case Katie says they will email students to reapply in the Spring. Katie then reports she sent out invitations for the Passing of the Gavel and tells the BOD to RSVP. Katie then says she sent another email regarding the End of the Year video for marketing and for the BOD to send their video submission by tomorrow so they have enough time to work on the creation of the video. Katie moves onto the Encore Awards and informing the BOD that they are awards that ASI and SC members are nominated for each award. Katie then says something new she has been working on is a BOD year-end report and it will be a series of questions on about their goals or what they have learned through the year. Katie says they are going to make this report mandatory starting this semester and she will be sending it out by tomorrow and it is due at the end of their term which is May 31st.

b. ASI & SC Executive Director: *Cesar Rumayor:*

Cesar says there should be more information from the university tomorrow regarding classes being virtual in fall of 2020. Cesar then gives kudos to the budget committee and says he thinks it was a smooth process. He then applauds the staff for preparing a well-balanced budget, especially with the 10% decrease in headcount. Cesar says the numbers are showing on the positive side, but now that the information about education being in a virtual setting they will be paying closer attention to see how many students plan to be at Stan State. Cesar then mentions that junior colleges are now marketing to students to go to their institution instead. Cesar says he does not blame them, but they will have to see who decides to stay at Stan. Cesar states they will not have that information until August and it is a waiting game from now until then. He continues by saying he is glad the BOD approved the budget as is and they are still working on a policy that gives the organization flexibility and will be presented next week. Cesar then thanks those students who were able to attend the Diversity Mural open forum

and thinks those students gave great insight and now himself, Katie and Melannie are working together to come up with a concept clear enough to asks the muralist clearly what they would like. Cesar then reminds the BOD that the campus pride forum is tomorrow at 3:00 pm and whoever needs the link let him know. Cesar then says the professional staff challenge the ASI team in the Virtual Escape Room.

Closing Comments:

Adjournment:

Krishma motions to adjourn the meeting seconded by Karla. Motion carries 12-0-0. Nungaray adjourns the meeting at 5:39 PM.

Minutes approved by: _____ Date: _____

Michelle Nungaray, Vice President

Minutes prepared by: _____ Date: _____

Trinity Morataya, Executive Assistant

