

Minutes of the Associated Students of California State University, Channel Islands, Inc. Board Meeting December 4, 2008

The Associated Students of California State University, Channel Islands, Inc. met on Thursday, December 4, 2008 at 8am in the California State University, John Spoor Broome Library Room 1730.

Members Present: Dr. Gregory Sawyer, Richard Wagner, Chelsee Bente, Alexandra Mitchell, Missy Jarnagin, Eva Klein, Lauren Pollack, Ed Lebioda, and Michelle Black.

Members Absent: Dr. Donald Rodriguez, Yadira Melgoza, Miguela Benoit, Melody Mattingly, and Jeremy Booker.

Members of the Public Present: Stephanie Bracamontes and Christine Thompson

1. Call to Order: The meeting was called to order at 8:20 AM by Madam Chair, Ms. Chelsee Bente.

2. Approval of Minutes – Mr. Richard Wagner made a motion to approve the minutes of the November 6th board meeting and Mr. Lebioda seconds the motion. The motion passed unanimously.

3. Public Forum – Upon calling for open forum discussion, and there being none, the meeting continued.

4. Financial Reports- Ms. Bracamontes presented the financial statements; she stated that the largest fluctuation in the budget was caused by the University Student Union fees entry. Ms. Bracamontes stated that expenses are rolling through consistently and it is both common and expected that we should be under spent \$60,000 at this time of year.

5. Subcommittee Updates-

A. Student Union Update- Mr. Lebioda is working with BKM to get quotes for the furniture to be placed in the Union building. He stated that AV quotes have already come in and he is working with Mike Long to go over what is needed to get feed into the Union building and have all equipment up and running. Steel is expected to arrive today, December 6, 2008.

6. Outstanding Business-

A. ASI Strategic Plan- The meeting opened to discussion regarding the ASI Mission Statement that was presented by Madam Chair, Chelsee Bente. Dr. Sawyer suggested that ASI should be seen as a supportive force for the students. Mr. Wagner would like to see the word ‘services’ be placed before ‘publications’. The board discussed changing ‘their’ to ‘the’ in the sentence, ‘.... Placing students at the center of [the] educational experience...’

B. Funding Task Force- Madam Chair specified that they are working closely with Dr. Rodriguez to better the survey.

C. ASI Logo policy- Ms. Mitchell stated that the logo policy is a work in progress and plans on working on it during the winter break with Madam Chair. Ms. Mitchell will tackle issues concerning the usage of the logo. Dr. Sawyer suggests that other areas of campus who received ASI funding should display a plaque specifying ASI’s sponsorship. This process should be written into the ASI logo policy. The issue of who funds the plaque was discussed, should the funds come from ASI or from the budgets that are requested of the area.

D. Sustainability Task Force- Due to the break the Task Force did not meet but hopes to over winter break.

7. New Business: To consider and act upon such others matters as properly come before the meeting.

- A. **January Meeting:** January 22nd will be the date of the next meeting.
- B. **Executive Director Position Description-** Dr. Sawyer stated that either the ASI board never passed the Position Description of the Executive Director or it wasn't documented in previous minutes. Dr. Sawyer explained the recruiting and hiring process. The Position Description will be posted on the University Job site as well as external sites. Mr. Lebioda suggested that we can post the position on a Union website that would be at no cost to ASI. Dr. Sawyer proceeded to inform the board of the selection process the candidates will experience. When the board meets with the candidate it must assure that all Human Resources protocol will be maintained. The Executive Director will report to the board but have day to day supervision under the Vice President of Student Affairs. Dr. Sawyer will confer with the board before any hiring decisions are made. The Search and Screen Committee will be compiled of diverse persons which includes: students, Toni Rice, Christine Thompson, Erick Blaine, Deanne Ellison, and others. Ms. Jarnagin suggests that we utilize all venues to post this position, the board agreed. Madam Chair calls for a motion to approve the locations of posting the position description; Ms. Jarnagin moves to approve, Ms. Mitchell seconds, and the board passed the motion unanimously. Dr. Sawyer requested the board to look over the Position Description for approval; the board approves the Executive Director Position Description with unanimous approval.

9. Entity Reports

- A. **SPB** – Madam Chair speaks for SPB specifying that they had their last event for Fall 08 semester. SPB attended NACA, National Association for Campus Activities and brought back some great ideas.
- B. **CI View** - Ms. Klein announced that the December issue of the CI View came out December 6th. She has planned workshops scheduled to occur soon. The CI View is currently working on a logo for the CI View. One of her initiatives is to work with the distribution team and visit other campuses during winter break.
- C. **The Nautical-** Madam Chair reported for the Nautical: The Nautical is still looking for a new advisor. Lisa Power and Ms. Benoit went to U-Build-A-Book located in Camarillo and found that the new book would be about \$10 less for the students. Over Christmas break Ms. Benoit plans to contact Ventura Printing to see if they could possibly offer a lower quote to compete with this company and also what their quotes are regarding print by order. Organization theme for this book is "Something old, something new, something borrowed, something true..." the staff will organize stories in the yearbook into what they closely relate to, and the something true category is reserved for traditions and stories that CSUCI holds true to, that we as a campus community believe. Next semester, we will allow the freshman staff to apply for Editor Positions because they will have a CSU GPA and we need officers. We will also be having a bonding retreat, and we took staff pictures at the beach that came out wonderful.
- D. **Student Government** – Ms. Mitchell stated that student government has approved another senator in the place of a resignation. The new senator is named Eddie Ibarra and Student Government is excited to have him on their team.

10. Adjournment: There being no additional business for the ASI Board, the meeting was adjourned at 9:30 a.m.

The next meeting is scheduled for Thursday, January 22, 2009 at 8:00 a.m. in the University Hub Conference Room.

APPROVED: Associated Students of California State University, Channel Islands

Chelsea Bente, ASI Board Chairperson

Date

Respectfully Submitted, Christine Thompson, ASI Board Secretary