
CALL TO ORDER:	Nicholas Jakel, ASI Board Chair, called the meeting to order at 1:15 p.m.
ROLL CALL	<p><u>Members Present:</u> Bonney, Borjas, Gelrud, Hidalgo, Hunt, Jakel, Jimenez Perez, Julian, Nguyen, O'Toole, Rodriguez, Sheppard, Sheriff, Sherman, Snyder, Stambough, Torres, Vasquez</p> <p><u>Members Absent:</u></p> <p><u>Officers Present:</u> Ansari, Collins, Dadabhoy, Edwards, La, Moubayed, Zarate</p> <p><u>Officers Absent:</u></p> <p>*Indicates that the member was in attendance prior to the start of Unfinished Business, but left before the scheduled ending of the meeting. [According to the by-laws, a member of the board who does not remain until the scheduled ending for the meeting (3:45 p.m.) is considered not to be in attendance.]</p> <p>**Indicates that the member was in attendance for a portion of the meeting, but not in attendance prior to the announcement of Unfinished Business. [According to the by-laws, a member of the board who is not in attendance prior to the announcement of Unfinished Business is considered not to be in attendance.]</p> <p>Jakel reported that Dadabhoy will be in and out of the meeting due to university business. There were no objections.</p>
APPROVAL OF AGENDA	<p>(Julian-m/Borjas-s) The agenda was approved as presented. There were no objections.</p> <p>Jakel made a motion to add a Time Certain presentation from Dr. Eanes to the agenda. Borjas seconded the motion. There were no objections.</p>
APPROVAL OF MINUTES	The minutes from the 11/07/2017 meeting of the ASI Board of Directors were approved as presented. (Torres-m/Julian-s) There were no objections.
PUBLIC SPEAKERS	None
TIME CERTAIN	<p>Dr. David Forgues, Vice President of Human Resources, Diversity and Inclusion, provided a PowerPoint presentation, which is an attachment to the minutes.</p> <p>Highlights from VP Forgues' presentation included:</p> <ul style="list-style-type: none">• The HRDI Division has been in existence 4.5 years, and was started by President Garcia as one of her first initiatives.• Forgues has been Vice President Since January 2017.• HRDI is a service point for the University, providing services such as hiring, onboarding, training, payroll management services, etc.• HRDI is one of the six divisions on campus.

- Reviewed the organization's structure, and shared that the new Vice President for Diversity & Inclusion has been hired, Bobbi Porter, she will join the university January 2018.
- What does HRDI do for students – the department is responsible for processing student employment and payroll for student employees.
- Student Involvement – the division connects with students to help determine opportunities
- Student Training – in partnership with ASI and ASC, providing mandatory student employee training. Approximately 1,500 student employees on campus. Working to ensure a productive, safe working environment for all.
- University & Inclusion Initiatives – HRDI's Goal #2, foster and develop a culture of inclusion, diversity and equity. The areas covered by this goal include Recruitment, Retention, Strategic Partnerships, and Campus Community. Dr. Forgues shared that they need input from students regarding on campus needs, faculty needs, and participation in the search process. Feedback is vital.
- Diversity – He shared charts outlining diversity statistics.
- Inclusion – Dr. Forgues highlighted areas on campus addressing the needs of the community including, gender inclusivity, parenting students and other areas.
- HRDI supports the university's goal to recruit and retain a high-quality and diverse faculty and staff.
- Dr. Forgues reviewed information on the faculty orientation program and enhanced onboarding.

Borjas asked if there is similar Diversity and Inclusion training for faculty. Forgues shared the training is built into the new employee orientation program. Additional training is available and faculty/staff are encouraged to take advantage. Hunt shared as a new employee the orientation for new employees is about the best she has ever received.

Jakel shared that he met with a student interested in adding diaper changing stations on campus. Forgues shared that there might be a way to include them in the lactation station areas. He encouraged Jakel to forward the student to HRDI.

Edwards thanked Forgues for his presentation, and he shared that this is an exciting time for the university and for students with Dr. Forgues' leading HRDI with his background in Student Affairs.

Dr. Forgues introduced a student staff member, Alex Keys. Keys shared an overview of her time in the division.

EXEC SENATE REPORT
TTF

Kaetlyn Hernandez, TTF Director, provided an update on the goals, budget and activities for TTF. The report is an attachment to the minutes.

Bonney congratulated Hernandez and TTF for all the hard work for this semester.

MESA COOPERATIVA

Angelica Valencia, Mesa Cooperativa Chair, provided an update on the goals, budget and activities for Mesa. The report is an attachment to the minutes.

Jakel thanked Valencia and shared that Mesa Cooperative is doing a great job.

CEC Celine Moubayed, Chief Communications Officer, provided an update on the goals, budget and activities for CEC. The report is an attachment to the minutes.

Moubayed shared that the Chair is Anna Fink who is unable to attend the meeting.

STREET TEAM, Damoira Chung, Street Team Director, provided an update report on the goals, budget and activities for Street Team. The report is an attachment to the minutes.

Sheppard shared that many students ask how they can get involved on campus. She asked Chung how does Street Team encourage involvement and get the word out to students. Chung shared that they attend meetings and events like Discoverfest. To learn more about Street Team, come to the meetings or contact the team for more information.

Jakel commented that the job fair is exciting, and he shared Street Team is doing a great job overall.

TIME CERTAIN Jim Donovan, Director of Athletics, provided a PowerPoint presentation, which is an attachment to the minutes.

Highlights from Donovan's presentation included:

- Introduction of staff
- Distributed the Athletics Annual Report
- Academic Assessment – Benchmarks – doing well overall. Reviewed GPA stats and graduation rates.
- Retention and Graduation Benchmarks – Fed Grad Rate and Grad Success Rate – GSR 74%
- Fullerton Athletics Career Expo (FACE) – comprehensive career development program (resume prep; mock interviews; professional attire review; professional headshots)
- Athletics Academic Services DEGREE (Division 1, Eligibility, Graduation, Retention, Engage, and Empower
- Community Service – last year athletes completed over 16,000 hours of community service.
- Doing more with less – 8th in funding, last year 4th in commissioner's cup rankings. Excellent overall year in performance.
- Introduced student athletes:
 - Johanna Rosas, woman's soccer team; also VP of SAG and a Dreamer.
 - Connor Edwards, men's track & field; first time in school's history won Big West Conference title.
- Thanked ASI Board for support and sponsorship of Athletics.

Bonney asked about the IAPR report – men's athletic academic performance is lower than women's academic performance and he asked what strategies are being considered to improve the men's performance. Donovan shared they are working with students to understand the importance of academics, also working with the Men's Success Initiative center, and Dr. Perez meets with every team and student athletes on a regular basis. Coaches and Athletic Academic Services, when recruiting, evaluates athletes to ensure they have opportunities to graduate from CSUF. Some of

the concerns include young men looking to move to a professional position and are not putting in the effort academically. Bonney asked about using tutors as a solution. Donovan deferred to Dr. Basil. Dr. Basil provided an overview of the strategies and resources used to assist students. She shared that an integral part of the DEGREE program is opportunity to work with academic tutors and study hall time. Approximately 120 students are part of the program, actively working with tutors/mentors/being more intentional learning how to best use their time. Connor Edwards, student athlete, also shared his personal experience as part of the DEGREE program.

La thanked the team for all that they are doing. Donovan shared that they believe they are a leadership laboratory on campus, trying to create leaders for the future.

Vasquez commended the team for their great work. He asked what the top three majors are in the program and shared as examples, Kinesiology, Business, and Communications. Donovan confirmed that his examples were accurate. Jimenez Perez asked where the DEGREE program was located. Donovan shared LH215.

Stambough asked if there was a date for the faculty vs student basketball game in the spring. Donovan responded that the date has not yet been determined, most likely a Saturday in February or early March.

TIME CERTAIN

Dr. Berenecea Johnson Eanes, VP Student Affairs, thanked the Board for allowing time to come and provide an update regarding the transition of Dr. Garcia.

Dr. Eanes shared:

- Dr. Garcia is a very talented President, well respected and recognized, and she will do a great job advocating for state funded colleges.
- Dr. Eanes, first hired VP during Dr. Garcia's tenure.
- Very common in HE for administrators to come and go.
- It is the job of the Chancellor to name an interim President first, then begin a nationwide search. Timing will be determined by Dr. White who will be coming to campus on Thursday to meet with students to gather input on what is important for the university and to understand the essence of what we want CSUF to be.
- Dr. White will name an interim president, and will consult with the Board of Trustees to develop a search committee. The Committee will be composed of many various individuals, including a student from the campus and a faculty member.
- Time frame for the interim president and the new president, will be determined by the Chancellor.
- She reminded the Board that the magnitude of the work of this system and of this university cannot be stopped.

Dr. Eanes reminded the student leaders:

1. Don't worry!
2. Share a little about the procedure and answer questions
3. ASI Leaders have an important role and let your voice be heard! You represent the student body.

Jakel asked about the Provost search and what impact will the search for the new president have on that process. Dr. Eanes shared that the Chancellor will take that into consideration in this process.

Dadabhoy shared that the student leaders meeting with the Chancellor this week include the Exec Officers, Jakel and Hill. She encouraged the Board to give feedback to those individuals to ensure their questions and concerns are brought to the Chancellor.

Jimenez Perez asked if there will be any other opportunities for students to give input in the process. Dr. Eanes shared that there will be opportunities for students to participate during the full search.

Bonney asked about the impact to the VP's and dean's job stability for those who are in current positions based on the change. Dr. Eanes shared that there is a possibility down the road that a permanent president could make staffing changes.

Stambough shared that he has been talking with colleagues who have recently gone through a presidential transition process and most were pleased with process and pleased with decisions/outcome. He shared that there will be a campus listening tour, two committees, a search committee and advisory committee. Many opportunities to share and participate.

Dr. Eanes shared further updates:

- Basic Needs Task Force – will be working on this for our campus. Will be returning to the Board with an update.
- Spring, AVP come to speak with BOD about DSS – 360 report, improvements. Dr. Clint Michael Reneau will be coming to speak to the Board.
- Homecoming 2017
- Holiday's – then spring
- January is not a month, neither is May. Time is precious, pay attention... things move quickly in spring.

Bonney asked about the basic needs program and what will happen to the care program. Dr. Eanes shared that existing programs will be moved into the Basic Needs program. The work will continue as initiated. Bonney asked of it was still correct to refer students to the Dean's office. Dean Hunt confirmed.

Dr. Eanes introduced the new COO, Christina Kim. Kim provided an overview of her background and history.

SCHOLARSHIP

Andrew La, ASI Vice President, provided an update report including the budget and information on the Titan Dreamers Scholarship. The report is an attachment to the minutes.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

REPORTS

HSS

Elizabeth Jimenez Perez and Jesse Rodriguez for the College of Humanities and Social Sciences (HSS) provided an update report on the goals and information for their college. The report is an attachment to the minutes.

NSM

Jessica Sherman and Tristan Torres for the College of Natural Sciences and Mathematics (NSM) provided a report on the goals and information for their college. The report is an attachment to the minutes.

EXEC OFFICERS

Written Report is attached to the minutes. The Executive Officers provided the following highlights from their report.

Ansari shared that CHES applications are available and if anyone is interested in going to Sacramento, apply now. Edwards asked Ansari to provide an overview of CHES. She shared that CHES, California Higher Education Student Summit, is a student conference and time to lobby state senators and legislators to request funding. She provided an overview of the CHES schedule.

Moubayed shared that the canned food drive has started. Please donate. All Night Study coming up, looking for volunteers for the events. She shared that she is meeting with ICC's to see how to improve communication. She asked the Board to encourage ICC chairs to email/connect with her.

Zarate provided an update on the remaining open committees, including curriculum, Graduate Education, Writing Proficiency, Outstanding Professor, Review Board. Need to put one student on each committee.

La reminded that Homecoming is 12/2/2017. The Alumni Association event is going to be outstanding. Shared some of the activities/events. Encouraged all to attend.

EXECUTIVE DIRECTOR

Dr. Dave Edwards, ASI Executive Director, provided a PowerPoint presentation which is an attachment to the minutes.

Highlights from Dr. Edward's report included:

- Reviewed the Executive Director goals and the status of each goal.

Edwards answered questions regarding the goals. Bonney shared that in the prior year there was a dinner event to recognize staff and asked if there would be a similar event this year. Edwards shared that event was for the custodial staff, not an ASI event.

- Financial Update – Lionel Lawrence provided an overview of the first quarter Budget report for ASI and TSC.
- Lawrence also reviewed the Budget Timeline for 2018-2019 – He shared that we will be moving to an electronic submission process and there will be a new orientation for the budget process for all ICC chairs, financial officers and their advisors. The ASI Vice Chair/Treasurer will send out an explanation email and timeline soon.

Edwards shared final information on the following:

- Administration Update – AOA, NASPA, New HR System Jan 1
- Campus Update – Student Enrollment Spring 2018 statistics show 26,886 registrations (spring 2017 28,201). There seems to be a timing issues affecting the numbers. He shared that student enrollment impacts the funds ASI receives from the campus.

Julian Julian shared there are two dates for the Budget Orientation, 12/1/17 from 10am to 11am and Thursday 3pm to 4pm. Location is pending. Urge all to reach out to ICCs to think about submissions prior to orientation meetings.

Jakel Written report is attached to the minutes. Jakel provided the following highlights from his report:

- Attendance concerns - Directors have many meetings they are required to attend. Let Chair know if you will be missing. Reminded that there are attendance requirements.
- Meeting with Chancellor White Thursday, share thoughts concerns.

Rodriguez Written Report is attached to the minutes. Rodriguez provided the following highlights from his report:

- Governance will be working on a couple of Resolutions.
- Goals and Expectations for Governance Committee members.

Announcements/Members Privilege


Stambough shared that students are doubly represented in the search for the president; there will be a student representative and also, Stambough will participate in the process, coming from the Academic Senate Chair position and as a member of the ASI Board.

Hidalgo reminded that this is Ed Week. Flyer sent out via email. Stop by Titan Walk 11:00am – 1:00pm.

Adjourn Jakel adjourned the meeting at 3:37 p.m.



 Jesse Rodriguez, ASI Vice Chair/Secretary



 Laila Dadabhoy, ASI President/CEO



 Susan Collins, Recording Secretary

Presentation to the ASI Board

David Forgues, Ph.D.
Vice President
Human Resources, Diversity and Inclusion

November 14, 2017 | 1:30 PM



CALIFORNIA STATE UNIVERSITY
FULLERTON

60
YEARS

HRDI OVERVIEW

MISSION STATEMENT

Cal State Fullerton aims to become a model public comprehensive university, nationally recognized for exceptional programs that prepare our diverse student body for academic and professional success. We encourage inclusivity, diversity and engagement to cultivate an environment that honors differences in various forms – race, ethnicity, gender, age, (dis)ability, sexual orientation, religious or political beliefs and status within the University.

HRDI is committed to meeting the needs of a multicultural, diverse campus community. Our highly qualified team of professionals is focused on providing traditional human resource services in support of the University's Strategic Plan highlighting Goal #3 - to recruit and retain a high-quality and diverse faculty and staff.

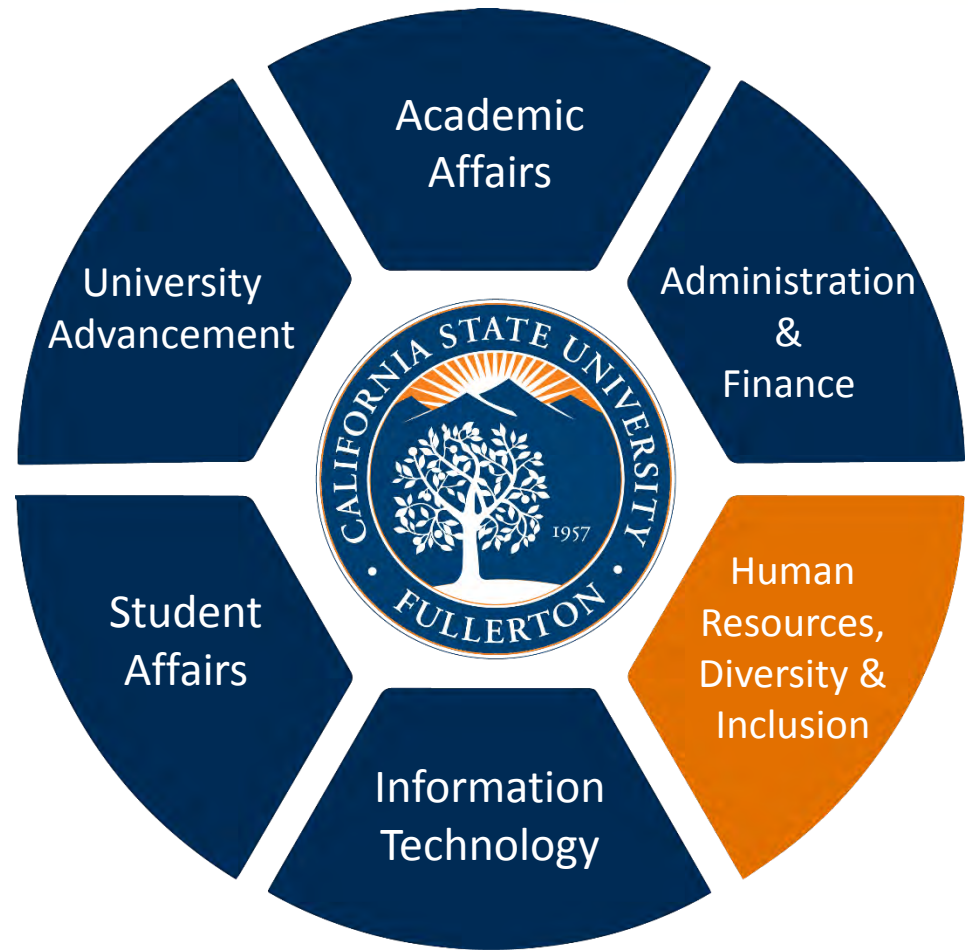
SERVICE COMMITMENT

The Division of Human Resources, Diversity and Inclusion (HRDI) is committed to meeting the needs of our engaged and diverse campus community. We strive to deliver valuable information, tools, and services in a timely, efficient, confidential, and professional manner. For this reason, we have recently updated our service level commitments to ensure that all HRDI staff and management provide consistent high-quality customer service.

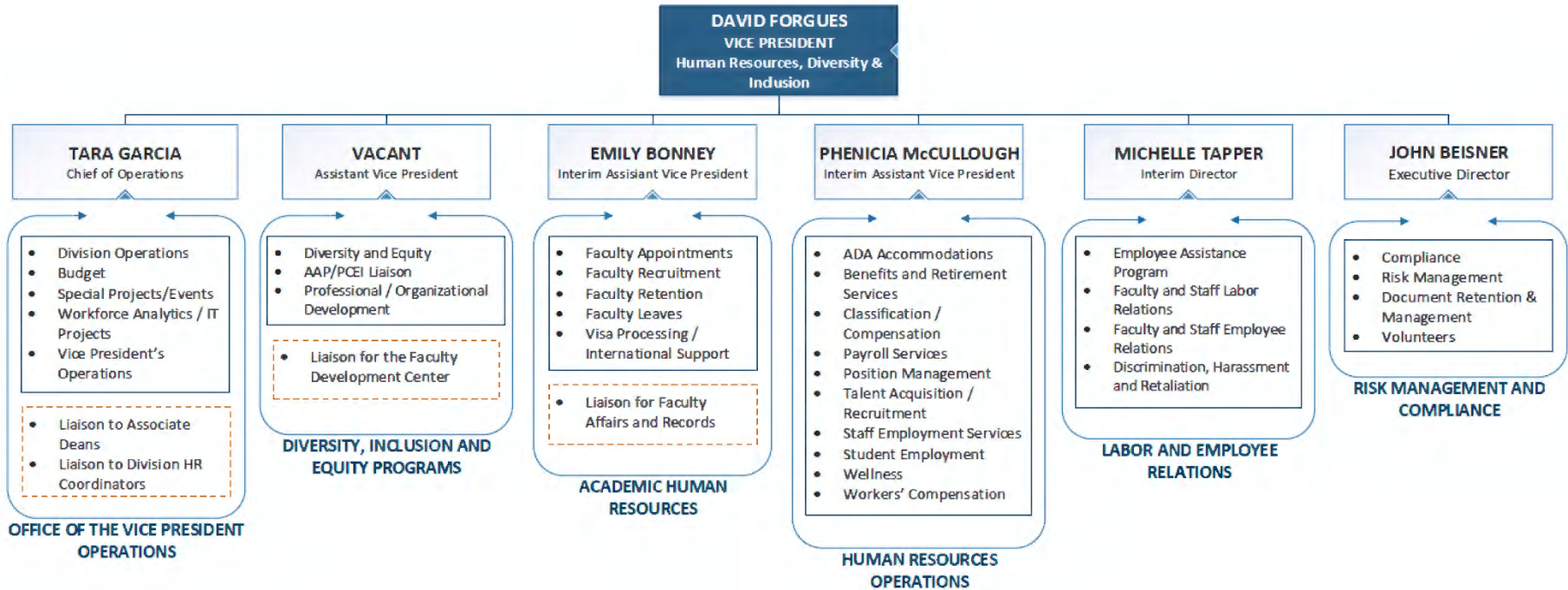
We are in the people business and value human connections. We continue to look for innovative solutions that enable our highly qualified team of professionals both to recruit and retain a high-quality and diverse faculty and staff and to assist current employees with all their employment related needs. We look forward to continued partnership as you fulfill your academic and professional aspirations.

HRDI is division

In July 2013, under the leadership of President García, HRDI was made a division. It's the only one of it's kind, of the 23 campuses, in the California State University system.



ORGANIZATION STRUCTURE



HOW DOES HRDI SUPPORT OUR STUDENTS?

STUDENT EMPLOYMENT PROGRAM

- HRDI handles all student employment processing for the multiple opportunities available to students all over campus. We also process student payroll.
- Types of Employments:
 - Student Assistants
 - Federal Work Study
 - Instructional Student Assistants / Graduate Assistants / Teaching Associates
 - International Students

STUDENT INVOLVEMENT

- Students serve on many different campus and auxiliary boards on campus.
- HRDI also asks students to actively serve on campus search committees.

STUDENT TRAINING



Mandatory Student Employee Training

Employee Training Center
<http://training.fullerton.edu/>

Annual

- Confidentiality
- CSU: Preventing Discrimination & Harassment for Non-Supervisors
- EDU: Eliminate Campus Sexual Misconduct
- Data Security & Privacy

Every 4 years

- Defensive Driver Training

Every 5 years

- Campus Health & Safety Requirements



DIVERSITY AND INCLUSION INITIATIVES

- HRDI's Goal #2: Foster and develop a culture of inclusion, diversity and equity.

<p>RECRUITMENT</p> <p>Ensuring a diverse talent pipeline through enhanced advertising and diverse search committees to minimize implicit biases.</p>	<p>RETENTION</p> <p>Enhanced training, increased employee engagement and increase retention among under-represented populations.</p>
<p>STRATEGIC PARTNERSHIPS</p> <p>Engage key constituents to identify opportunities to promote diversity, inclusion, equity programs and services available to the campus community.</p>	<p>CAMPUS COMMUNITY</p> <p>Create opportunities to initiate conversations. Foster an inclusive environment in which different backgrounds, perspectives and experiences are valued and respected.</p>

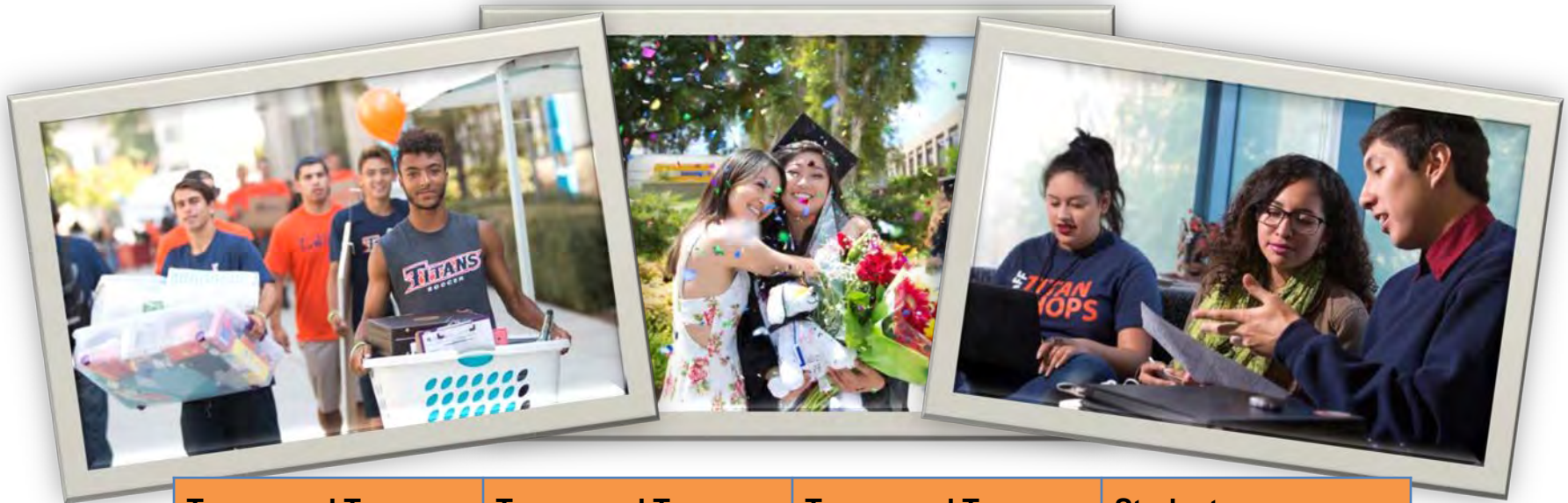


How will we get there?



DIVERSITY

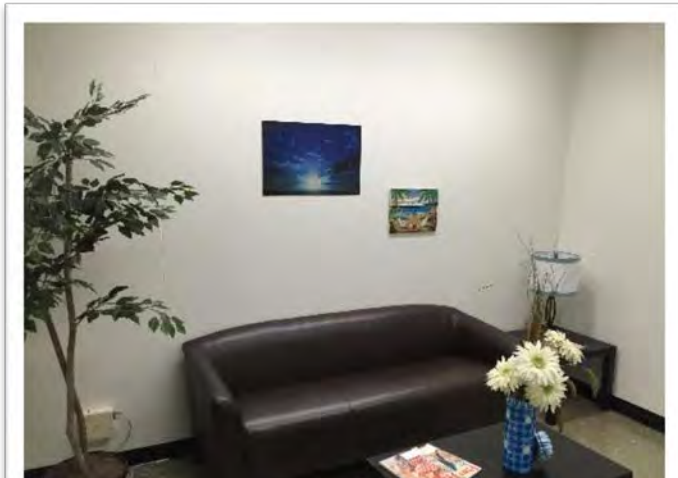
Diversity of new hires better reflect the student body



Tenure and Tenure Track Faculty in 2012-2013	Tenure and Tenure Track Faculty Hired Since 2013	Tenure and Tenure Track Faculty Hired in 2016	Student Demographics Fall 2016
68% Caucasian	46% Caucasian	44.8% Caucasian	21% Caucasian
20% Asian	27% Asian	34.5% Asian	20% Asian
8% Hispanic	14% Hispanic	8.6% Hispanic	39% Hispanic
3% African American	6% African American	8.6% African American	2% African American
43% Women	53% Women	50% Women	56% Women

INCLUSION

Lactation Program



“Rejuvenation Spaces” on campus create a more inclusive environment for *students, faculty, and staff*. Goal is to have a space in every building.



Locations

- Children’s Center (CC)
- Engineering (E)
- Facilities Management (FM)
- Irvine campus (IRV)
- Langsdorf Hall (LH)
- McCarthy Hall (MH)
- Pollak Library (PLN)
- **NEW Spring 2018**, College Park (CP)

Gender Inclusive Language Practices

All Forms Of Written Communications:

- Offers of Employment
- Position Descriptions
- Job Postings
- Emails



Job Posting Excerpt:

“California State University, Fullerton... is deeply committed to fostering an inclusive environment... Individuals interested in advancing the University’s strategic diversity goals are strongly encouraged to apply.”

HRDI supports the University's goal to *recruit and retain a high-quality and diverse faculty and staff.*

National Science Foundation Honors CSUF Physicist.



Geoffrey Lovelace Receives Early CAREER Award.

The award is given to support faculty members early in their careers who have the potential to serve as academic role models in research and education and to lead advances in the mission of their department or organization.

Extraordinary' Educator Honored With Wang Excellence Award



Ruth Yopp-Edwards receives prestigious 2017 Wang Family Excellence Award. The CSUF professor is a role model and mentor to scores of students, as well as future and veteran teachers. Her passion is creating and transforming learning experiences to prepare California's teachers to meet the needs of all students.

New Director to Usher Pilot Program Into Next Phase



CSUF hires Vincent T. Harris, Director of Male Success Initiative. Male Success Initiative Aims to Help Men of Color Thrive. Harris envisions a program that will help male students of color achieve the fullness of their potential.

RECRUITMENT AND RETENTION

New Faculty Orientation

- Over 500 new tenure track faculty, temporary faculty, and academic student employees attended orientation this academic year (2016-17)
- Orientations are an excellent method of communicating:
 - Collective Bargaining Changes
 - Campus Practices
- Opportunity to engage with various campus representatives:
 - HRDI Business Units
 - University Police Department
 - Disability Support Services
 - Judicial Services
 - Faculty Development Services
 - California Faculty Association

Enhanced Onboarding

- Pre-Onboarding
 - Electronic Signature System
- First Day Onboarding
 - Door to Door Shuttle Service
 - Campus Tour



QUESTIONS/COMMENTS

Board of Directors' Meeting 9/12/2017: ASI Titan Tusk Force

I. Goals for ASI Titan Tusk Force:

A. To create new traditions in typically seen events so that a new welcoming feeling is established.

B. To bring attention to Athletics through more interactive tailgates and pep rallies that directly involve the athletes.

C. To create a connection between students and student athletes.

D. To market events in more collaborative and innovative methods that will bring together ASI and students

E. To bring attention to aspects of campus that students are passionate and spirited about that aren't usually showcased.

F. The Titan Tusk Force team started their summer with a very strong mindset to take the traditions of the previous years and change them to create an environment of inclusivity and collaboration. We wished to do so by holding a higher retention at events that aren't typically events students stay at, creating larger events by constantly working with other areas of ASI and campus organizations, and bringing back new versions of forgotten traditions.

Titan Tusk Force is only continuing to grow throughout each event we have hosted. For our food day series, we have held our last Taco Tuesday of the semester on November 7th from noon to 1PM on Titan Walk Law. We served approximately 250 people and had non-stop sign-ups for karaoke brought by ASIP Monday/Tuesday Karaoke. The Titan Pride Center tabled throughout the event timespan and we held an opportunity drawing every 15 minutes. We gave away 4 goodie bags with a snapback hat and long sleeve shirt, 4 new TTF shirts, and 4 new TTF hats. We are looking forward to Wing Wednesday where we will be in collaboration with ASIP Wednesday Concert Series, Titan Pride Center, ASIP USP, and Titan Athletics. We will be giving out Wing Stop wings (which USP will help fund) and USP, Titan Pride Center, and Titan Athletics will be tabling. The Wednesday Concert is one of the biggest of the semester so we are expecting this event to be the largest we have hosted. We are currently in the planning for next semester's Food Day series. We are planning for February 7th to be Taco Tuesday,

March 5th to be Mozzarella Monday, April 3rd to be Taco Tuesday, and May 3rd to be Thrifty's Thursday. Our second tailgate for Women's Volleyball had the most people we have seen at a tailgate resulting in all of the food (made to feed 250 people) run out within the first 15 minutes of the event. A Panhellenic sorority offered themselves as volunteers so that Street Team could use this event as a bonding and that Greek Life could get more involved within ASI. Our last tailgate was inside the stadium for Women's Soccer and although it was slower, we did feed 250 students. Last, we have the Electric Pep Rally: Homecoming 2017 approaching on December 1st from 5-9PM. The pep rally will feature student performances, vendors, and food. We purchased 500 Homecoming student packages and will be giving out 250 at the pep rally and 250 at the homecoming celebration. We will also be conducting an opportunity drawing for a Spring parking pass to students who attend both events. We are also co-hosting an Information and Services Drop In Workshop to decorate Homecoming shirts for the events. We are hoping to keep this momentum up in the next semester.

II. Current Funding Status

- A. TTF has currently spent 27.3% of the 8050 Supplies budget, 14.19% of the 8051 Printing and Advertising budget, 20.1% of the 8052 Communications budget, and 11.92% from the 8074 Contracts, Fees, and Rentals budget. This means we have spent 24.6% of the total budget.

III. Events:

A. Past Events:

1. Taco Tuesday: 9/5
2. Mystery Monday: 10/2
3. September 22nd Tailgate
4. All Day ASI Thirsty Thursday contribution September 28th
5. October 17th Womens' Volleyball on Tuffy Lawn from 6-7PM
6. October 26th Womens' Soccer in the Titan Stadium from 6-7PM

7. November 7th Taco Tuesday from noon to 1PM on Titan Walk
Lawn

B. Upcoming Events

1. Food Days

a) December 6th Wing Wednesday from noon to 1PM on Titan
Walk Lawn

2. Pep Rallies

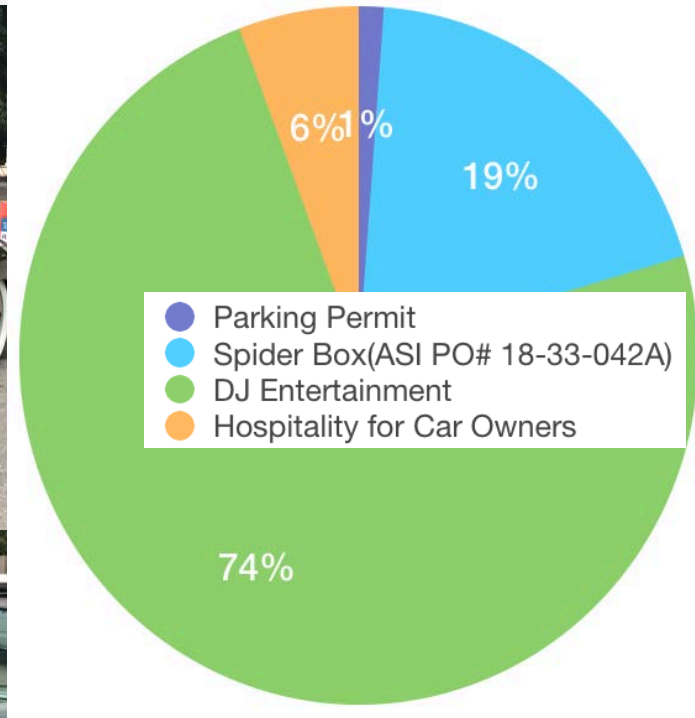
a) December 1st Homecoming 2017 Electric Pep Rally



MESA COOPERATIVA

11.14.17

1ST CAR SHOW "EXPOSICION" OCTOBER 12, 2017 CAL STATE UNIVERSITY, FULLERTON CENTRAL QUAD



Budget: \$800.00

Total Expenses: \$676.75 (84%)

P
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mesacooperativa

Following



160 posts

380 followers

361 following

Mesa Cooperativa de CSUF 🐘 Mesa Cooperativa is a council on campus that devotes to serve the Chicana/Latina community at CSUF

facebook.com/mesa.cooperativadecsuf





UNIVERSITY OF GUADALAJARA
 FOUNDED 1911
 STUDENT LIFE & LEADERSHIP
 UFG - FOUNDED 1968



University of Guadalajara
 Foundation | USA

INVITA

JORNADAS SOBRE MIGRACIÓN

INMIGRACIÓN DESDE LA PERSPECTIVA MEXICANA



11 de OCTUBRE
 de 4:00 a 7:00 p.m.

En el Graduate Student Success Center (GSSC) en PLS 365, CALIFORNIA STATE UNIVERSITY, FULLERTON
 800 N. State College Blvd. Fullerton, CA, 92631
 (Segundo piso del lado sur, tomar elevador al tercer piso y seguir las señalizaciones)

[EVENTO GRATUITO]

Informes e inscripciones
 info@udgusa.org

www.udgusa.org
 (213) 785 13 13


CUCSH CALIFORNIA STATE UNIVERSITY

M.E.C.H.A. DE CSUF &
 THE DÍA DE LOS MUERTOS PLANNING COMMITTEE
 PRESENT
 THE 23RD ANNUAL



Día de los Muertos

Thursday, November 2, 2017
 Central Quad
 10:00am-9:00pm

Free Food
 Activities
 Entertainment
 Altar Competition




For more information contact:
 mechadecsuf@gmail.com (657) 278-3846

SHINE A LIGHT ON DOMESTIC VIOLENCE

GAMMA LAMBDA CHAPTER'S ANNUAL CANDLELIGHT VIGIL

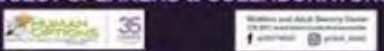


IN HONOR OF DOMESTIC VIOLENCE AWARENESS, WE ARE CALLING ON OUR COMMUNITY TO COME TOGETHER TO STAND FOR VICTIMS AND SURVIVORS, FOR THOSE WHO HAVE LOST THEIR LIVES, AND FOR THE FORGOTTEN CHILDREN WHO ARE EXPOSED TO DOMESTIC VIOLENCE.

OCTOBER 26, 2017
 6 PM | CENTRAL QUAD
 COLLECTING HYGIENE PRODUCTS

ΛΘΑ
 LAMBDA THETA ALPHA
 Latin Sorority, Incorporated

GUEST SPEAKERS & COLLABORATORS:



SILENCE IS VIOLENCE
 24 HOUR HOTLINE: (562) 402-4888

CONTACT: DAISSY ZAPIAIN
 GAMMALAMBDAP75@GMAIL.COM

THE UNCONSTITUTIONAL DEPORTATION OF MEXICAN AMERICANS

A CLASS PRESENTATION

Multimedia interactive session about the over 1 million Mexican and Mexican Americans unconstitutionally expelled to Mexico during the 1930s. The workshop will provide an historical overview of research, publications, advocacy, legislation, as well as legal action intended to provide a voice for the over 1 million Mexican Americans denied their constitutional rights and expelled to Mexico during the Great Depression. The session will include a short DVD documentary, Daily Titan report of the 2012 Apology Act Memorial Dedication & documentary including short testimonies of scholars, survivors & survivor family members.

PRESENTERS:

M. Guadalupe Espinoza, M.A.
American Language Program
Department of Elementary and
Bilingual Education
Christine Valenciana, Ph.D.
Associate Professor
Department of Elementary and
Bilingual Education

THURS 10/05/17
4pm
50-267

LSPA HIKING SOCIAL




SATURDAY
OCTOBER 7TH 2017
@10AM



CRYSTAL COVE
20403 E COASTAL PEAK,
NEWPORT COAST, CA 92657

QUESTIONS?
LSPACSUF@GMAIL.COM

BRING YOUR OWN WATER & SNACKS
WEAR COMFORTABLE CLOTHES

 LSPA CSUF  lspac.suf  lspacsuf@gmail.com

El Norte

A FILM BY GREGORY NAVA

Struggling and Succeeding in El Norte

Presented by Hermanos Unidos de CSUF

Join H.U. for a movie screening about a brother and sister navigating towards the United States to escape the dangerous realities of the Guatemalan civil war and participate in a conversation on forced immigration, intersecting Latinx peoples and mental health.




Chicana & Chicana Resource Center

Thursday, October 5, 2017

4:30 PM - 7 PM



Sigma Lambda Beta International Fraternity, Inc.
and
ΣΛΒ CHICANA & CHICANO RESOURCE CENTER
present... 


¿Porque Stilo?:

My Style. My Identity. My Politics

**Week 6 | Wednesday, September 27
5pm-6:30pm | CRC- Titan Shops 109**

Join us and listen to the various experiences of Latinx students on how they express their identity and politics through their stilo/style.

For more information contact crc@fullerton.edu or csufbetas@gmail.com





CURRENTLY

WRITING LETTER TO ED ROYCE
PLANNING FOR SPRING EVENTS

TRIP TO SAN JOSE STATE 11.17-11.19
SHS' LOVE YOUR HEART EVENT 11.28



MESA COOPERATIVA &
HOUSING AND RESIDENCE LIFE

PRESENT



Las Posadas

DECEMBER 5, 2017

5:00PM-9:00PM

HOUSING PIAZZA

- *Free Food*
- *Entertainment*
- *Workshops*

JOIN US FOR AN EVENING THAT EXPLORES THE SIGNIFICANCE AND TRADITIONS
BEHIND LAS POSADAS. COME AND BE A PART OF THIS CULTURAL HOLIDAY.



@mesacooperativa



GET INVOLVED. JOIN THE CONVERSATION.



#CSUFHOUSING



CEC FALL 2017 UPDATE

Director: Anna Fink

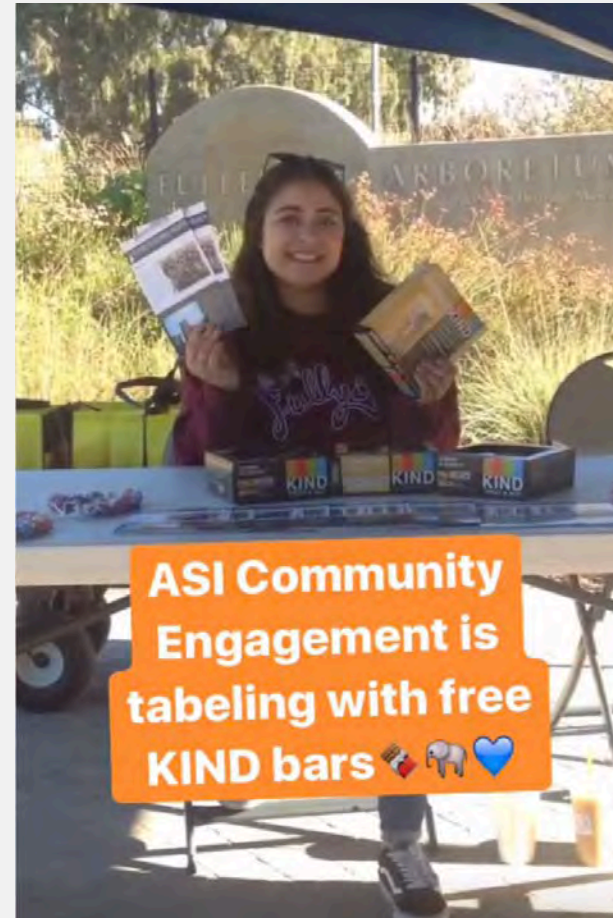
Coordinators: Karmin Contreras, Nick Feamster, Jenny Jovel

OUTLINE

- Goals
- Budget breakdown
- Events attended
- Future Events

GOALS

- Short term
 - Welcomed Jenny to the team!!
 - Refocus content of the newsletter towards ASI
- Long term
 - Continue to attend events about once a month
 - Increase awareness about ASI in the community



(Shout out to Celine's phone quality!)

BUDGET

- Used about 30% of our budget
 - Promo items
 - Newsletters
- Majority of the budget is being saved for the busier events in spring

FALL EVENTS

- CSUF Angel's Night
 - Worked with CSUF Alumni
 - Created a new promo item that we haven't used before (yes, I know they're bright)
- Arboretum's California Native Plant Sale
 - Collaborated with our on campus KIND bar ambassador for items to hand out
- Arboretum's Cactus and Succulents Sale (possibly)



PLANNED SPRING EVENT

- Arboretum
 - Veggiepalooza
 - Green Scene
 - Use arboretum events to continue collaborating with KIND
- Welcome to CSUF Day
 - Work with all of ASI
- Faces of Fullerton
 - Connect with the community in downtown Fullerton



QUESTIONS?

- I'm sorry I couldn't be at the meeting myself. Thank you Celine!
- Feel free to send an email for any questions specifically for me!
 - asicec@fullerton.edu

ASI STREET TEAM

Director: Damoira Chung
Coordinator: Tania Davila

Goals for ASI Street Team

- Increase and maintain membership
- Inform our members about all ASI events and offer involvement opportunities
- Inform members about all of our different programming boards, boards, and commissions. As well as provide networking opportunities
- Help our members grow as leaders by providing trainings and group activities.
- Prepare and encourage members to apply for positions
- Bring presentations every other week (ASI and on-campus groups and resources)

Goals in action

- On average there is about 20 students each meeting
- Our Fall Retreat will be on November 16th and so far 30 members have signed up. <https://www.surveymonkey.com/r/V7RFJTY>
- This week Elections will be presenting their ASI Model, following we are working on having both boards and the Executive Team present.
- We are planning an outreach event for next semester, an ASI job fair, one on one's with members, and collaborations with Programming.

Budget

Meeting Supplies:

- \$1,300 per semester
 - Spent 34%

Printing & Advertising:

- \$300 per year
 - Spent 57%

Contracts, Fees & Rentals

- \$900 per semester
 - Spent 16%

Meetings:
Tuesdays | 6pm
Wednesday | 4pm
In TSU Gabrielino

Involvement





**2017 FALL ASI BOARD OF DIRECTORS
ATHLETICS PRESENTATION**

NOVEMBER 14, 2017



JIM DONOVAN
DIRECTOR OF ATHLETICS



Academic Assessment – Benchmarks

GPA

- Fall 2016
 - Student-Athletes
 - 2.82
 - Student Body
 - 2.88
- Spring 2017
 - Student-Athletes
 - 2.85
 - Student Body
 - 2.90

Graduation

- 2016-2017
 - 63 Graduates



Majors (2016-2017)

- Ethnic Studies/African American Studies
- Athletic Training
- Biology
- Business/Entrepreneurship
- Business/Finance
- Business/Management
- Business/Marketing
- Business/Information Systems
- Child and Adolescent Studies
- Communications/Entertainment Tourism
- Communications/Advertising
- Communications/Journalism
- Communications/Public Relations
- Criminal Justice
- Geography
- Health and Social Welfare
- Health Science
- Human Services
- International Business/Chinese
- Kinesiology/General Studies
- Kinesiology/Clinical Movement Science
- Kinesiology/Sports Studies
- Kinesiology/Teach Education
- Mathematics
- Psychology
- Public Administration
- Sociology



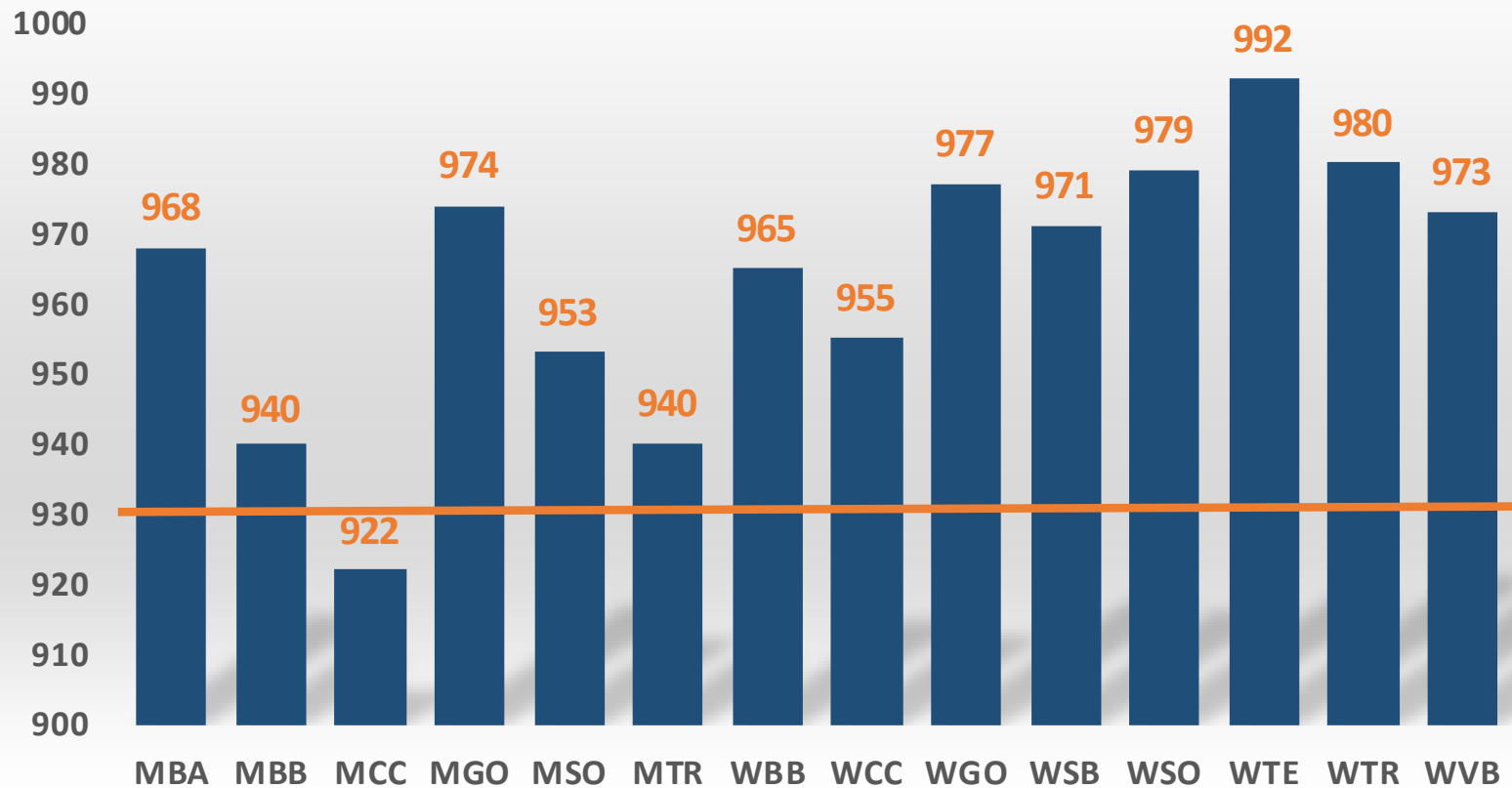
Retention and Graduation Benchmarks

Federal Graduation Rate and Graduation Success Rate (GSR)

- Federal Graduation Rate 2009-2010 Cohort
 - Student Body : 62%
 - Student-Athletes: 61% (**74% GSR**)



Institutional Academic Progress Rate (APR) Report: 2016-17 Multi-Year Cohort Score *(Preliminary Data)*



Fullerton Athletics Career Expo (FACE)

- Comprehensive Career Development program
 - Resume preparation
 - Mock interviews
 - Professional attire review
 - Professional headshots
 - 30 second pitch
- 2017
 - 57 employers, campus partners and graduate programs
 - 226 student-athletes



DEGREE

Division I • Eligibility • Graduation • Retention • Engage • Empower

- Comprehensive Academic Support Initiative
 - Remediation
 - Cumulative GPA < 2.5
- Program:
 - Weekly academic counseling
 - Academic Game Plans
 - Structured, objective-based study
 - Academic mentoring
 - Tutoring



COMMUNITY SERVICE



TITAN TALES



THE TITANS
COMPLETED
1,623
HOURS OF
COMMUNITY
SERIVCE IN
2016-17



HERMOSA DRIVE ELEMENTARY

HERMOSA DRIVE ELEMENTARY

- Over 100 Students
- 3rd – 6th grade

- 9/5 – 10/12 Baseball, Softball
- 10/17 – 11/30 Cross Country, Track
- 12/12 – 2/8 Men's and Women's Soccer
- 2/20 – 4/5 Volleyball
- 4/15 – 5/24 Men's and Women's Basketball

- Speaking about fitness and healthy lifestyle
- Lead skills, drills, and fundamentals
- Lead competition and games
- Sign autographs

TITAN TALES

- Over 500 Students
- 2nd – 6th grade

- 9/15/2017 – 5/15/2018
- 120 CSUF student-athletes

- Speaking about experience
- Reading to students
- Q & A sessions
- Signing autographs
- Playing together



Big West Conference
Overall budgets –
ranked

1. University of Hawaii
2. UC Davis
3. Cal Poly
4. UC Irvine
5. UC Santa Barbara
6. Long Beach State
7. UC Riverside
8. **Cal State Fullerton**
9. Cal State Northridge

Source: USA Today
2015-2016 Finances

Seven Winning Programs in
Big West Conference

(2016-2017)

First-time Ever

- Women's Soccer
- Men's Soccer
- Men's Basketball
- Softball *
- Women's Tennis
- Baseball
- Men's Outdoor Track & Field *

* Denotes Conference Champions

Big West Conference
Commissioner's Cup
Rankings
2016-2017

1. Long Beach State
2. UC Santa Barbara
3. Cal Poly
4. **Cal State Fullerton**
5. UC Davis
6. Cal State Northridge
7. University of Hawaii
8. UC Irvine
9. UC Riverside

Source: Big West
Conference



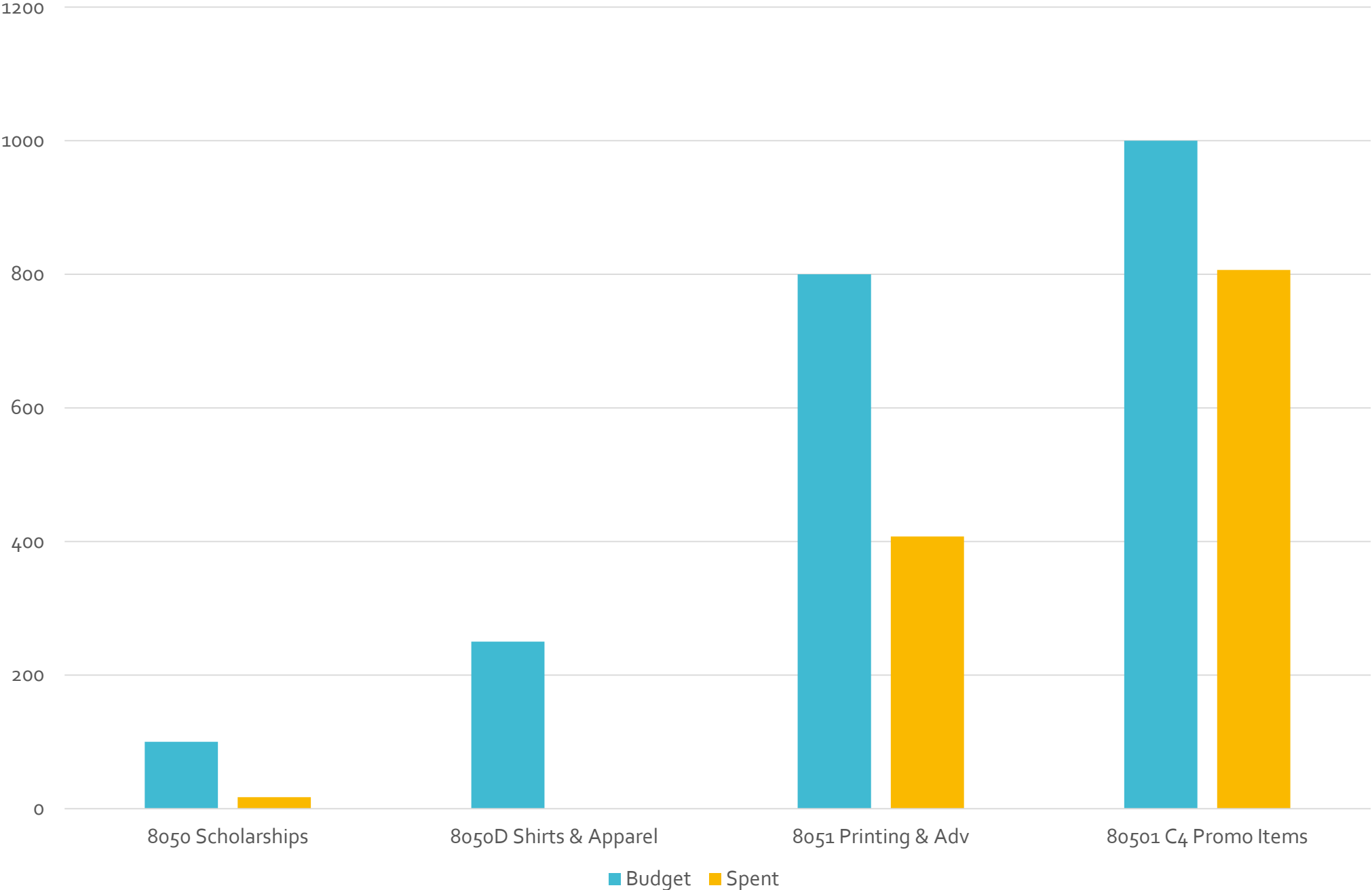
Scholarships

Andrew La

Update:
Titan
Dreamers
Scholarship



Scholarship Budget



What to
expect Spring:





College Report for H&SS (3)

Jesse Rodriguez and Elizabeth Jimenez Lopez



Goals:

- Maintenance in H&SS Building, will meet with Sandra Malone (Operations Manager) [Jesse + Elizabeth]
- Indigenous Peoples Day Resolution [Jesse]
- Food Pantry Participation [Elizabeth]
- H&SS Week Involvements as Directors [Jesse + Elizabeth]



Thank You!

NSM College Report

**Tristan Torres & Jessica
Sherman**

What We've Been Doing

- Tabling in front of MH 11/27/17
- Looking into SI sessions
- Breezeway and Patio
- Lunch With Dr. O

Upcoming Events

- Spring NSM Symposium
- Happy Thanksgiving!

BOD Report 11/14/17

ASI President, Laila Dadabhoy:

This week I will be meeting with a few different people and look forward to attending ACUI this weekend before Thanksgiving break.

- I'll be meeting to discuss plans for the Vision & Visionaries dinner
- I'll be discussing campus relationships and the state of the campus food bank with Dr. Oseguera
- I'll be meeting with Chancellor White to discuss campus concerns prior to selecting an interim president
- There is an SSIFAC meeting this Thursday from 2-4pm
- I will touch base with Alumni Association about collaborating in the future.
- Students and staff attending ACUI leave this Friday morning

I apologize for the condensed report, I was running short on time!

If you need anything from me, please reach out.

Best,

L

ASI Executive VP, Andrew La:

Hello,

Scholarship:

-Titan Dreamer's Scholarship is coming to an end. We still have time left today to spread the word!

Executive Senate:

-We had our meeting last Tuesday and will have one more this semester on Dec. 5th at 4:30 p.m. so let me know if you want to join.

Best,

Andrew La

ASI Chief Governmental Officer, Saba Ansari:

Hey y'all!

I successfully lobbied Congressman Ed Royce's staff on Thursday with the help of ASUCI & Cal Poly Pomona, and we got the opportunity to not only talk about the importance of our undocumented students but also hear about Congressman Royce's point of view. I will be lobbying Congressman Lou Correa with my advocacy coordinator on Monday 11/13 also about passing a clean Dream Act.

I hope you all got my email about CSSA and CHESS. Applications are out for CHESS; please tell your friends and constituents to apply!

Fun fact: women hold more than 60% of all college degrees in the United States.

Sending all of you good vibes,

Saba

ASI Chief Campus Relations Officer, Kelly Zarate:

Updates from yours truly:

PAC is doing well so far. As I said last week during my board report, I currently have a bunch of 1:1s set with all of the new members that have been assigned to committees (which we will be wrapping up this week). I have also been working on my plans to "re-brand" the PAC and UA commissions so I will update on more specifics as they become more solidified. So far we have had a consistent turnout for each meeting and we really appreciate all of the board members who have continuously shown their support by also attending. Karen

and I both know that it has been a rough start for this program but we are both positive that next semester will be SO much better.

That being said, there are only a few more open committees who have no one on them. We at least want to have one person on each of them before the semester is over.

Curriculum = Meets twice/ month on Fridays form 12-2pm

Graduate Education = Meets once/month on Fridays from 2-4pm (must be grad student)

Writing Proficiency = Meets as needed

Institutional Review Board = Meets as needed

Please let me know if you know of anyone who would be a good fit!

ASI Chief Communications Officer, Celine Moubayed:

Hello,

ONE MORE WEEK! 🍁👉 Again, I highlighted in orange the important things you can be apart of/things I need your help with!

Communications Commission is working on:

- Thanksgiving canned food drive
 - a rivalry between each ICC and Greek sorority and fraternity
 - winning sorority, fraternity, and ICC gets a mixer hosted by ASI
 - **Please help spread the word!!!!**



- All Night Study satellite event in the library which branches out ASI happening from 9 to 10 on DEC . and Dec 11.
 - **let me know if your interested in volunteering in any All Night Study event**
- designing new promo items

Community Engagement Commission is working on:

- is presenting to BOD this week
- working on their newsletter for next semester
- collaborating with Lobby Corp to possibly visit city council members

Chief Communications Officer is:

- teaming up with Karen Parra from the College Legal Clinic to host workshops so students know their rights
 - set to happen sometime after Thanksgiving break
- meeting with different ICCs to create a stronger bond between ICCs and ASI
 - so far have meet with NSMICC and CICC
 - trying to create monthly meetings to continue strengthening bond
 - **please encourage your ICC chairs to meet with me to help create a unified ASI**
- sitting on Academic Standards and General Education this week
- will be meeting with Chancellor White

Please if you have any questions email me at asicco@fullerton.edu, talk to me after the board meeting, or just stop by TSU 207.

Thank you,
Celine Moubayed

ASSOCIATED STUDENTS, INC.

EXECUTIVE DIRECTOR REPORT

NOVEMBER 14, 2017

DR. DAVE EDWARDS



GOALS UPDATE

GOAL 1:3	Leadership Training
GOAL 2:4	Staff Advising Training
GOAL 1:4	Student Leader Advising Structure
GOAL 1:7	HR Services and Programs
GOAL 1:10	ASI Budget Process
GOAL 2:2	Performance Management



GOAL 1:3

Working with student leaders, assess and redesign our student leadership training program - first phase

Three phase process to achieve Goal 1:3:

- Phase I - student leadership summer trainings and retreats.
- Phase II - winter student government retreat designed on feedback after Phase I.
- Phase III - completing the full analysis and using the information to finalize planning for 2018-2019 programs.



GOAL 2:4

Train staff on effective advising for student leaders

Two phase process to achieve Goal 2:4

- Phase I - an initial training program for advisors.
 - three parts beginning in late July and has been completed as of September 1.
- Phase II - ongoing training for advisors.
 - on-going process with continued training for advisors on an as needed basis.



GOAL 1:4

Develop advising structure for staff to support student leaders

- ASI Senior Staff reviewed and evaluated the advising model in early July.
- The review found student advising had been impacted by Senior Staff transitions.
- New Senior Staff, in addition to new Leader and Program Development staff, will help support the student advising process.
- The TSU Associate Director was assigned as advisor to the TSC BOT Facilities and Operations Committee and Vice Chair.
- The Director, Leader and Program Development as advisor to the elections process.



GOAL 1:7

Utilizing the results of the Employer's Group satisfaction survey, develop a plan to improve the services and programs provided by Human Resources

- The ASI HR Department has incorporated a number of process improvements based on the responses received from the staff employee opinion survey.
- Changes have focused on improvements in the areas of:
 - communication
 - employee development and recognition
 - management effectiveness.

GOAL 1:10

Streamline the overall ASI budget process and conduct an accurate cost accounting between the AS and TSC funds, including examining the utilization of baseline operational budgeting.

- ASI Senior Staff developed a comprehensive timeline for budget preparation.
- The process incorporating both the ASI and TSC funds.
- The Financial Services Department will automate the process and make it web-based.
- Project codes will be consolidated to provide a comprehensive view of department budgets.



GOAL 2:2

Create and implement a responsible, effective, and supportive Performance Management program for all ASI employees in order to maximize employees' performance with ASI goals

- ASI Senior Staff has implemented a number of process improvements relating to the performance management.
- The Policy Concerning Performance Management was passed by the AS BOD in Spring 2017.
- The Policy includes a performance evaluation process that correlates directly with ASI strategic goals as well as the expectations of all ASI employees.

FINANCIAL UPDATE

ASSOCIATED STUDENTS	BUDGET	ACTUAL	VARIANCE	%
INCOME				
Parent/Staff/Faculty Fees	\$ 549,832	\$ 148,352	\$ 401,480	27%
Contract-Dept of Educ (CC)	\$ 484,952	\$ 167,871	\$ 317,081	35%
Fees Certified	\$ 29,586	\$ 4,536	\$ 25,050	15%
Contract-CSU & Child Nutrition	\$ 106,780	\$ -	\$ 106,780	0%
Fundraising/Interest Income	\$ 95,000	\$ -	\$ 95,000	0%
Miscellaneous/Copies Revenue	\$ 7,000	\$ 26,939	\$ (19,939)	385%
General/Yr End Show Income	\$ 128,000	\$ 637	\$ 127,363	0%
IRA Management Fee	\$ 210,000	\$ -	\$ 210,000	0%
Investment Income/Gain/Loss/Exp	\$ -	\$ 91,986	\$ (91,986)	0%
TOTAL INCOME	\$ 1,611,150	\$ 440,319	\$ 1,170,831	27%

UPDATE CONTINUED

ASSOCIATED STUDENTS	BUDGET	ACTUAL	VARIANCE	%
EXPENSES				
Professional Staff Wages	\$ 2,418,150	\$ 580,088	\$ 1,838,062	24%
Student Wages	\$ 980,161	\$ 211,303	\$ 768,858	22%
Benefits (Staff and Student)	\$ 990,991	\$ 230,304	\$ 760,687	23%
Contract Wages	\$ 141,197	\$ 48,629	\$ 92,568	34%
Student Leadership Awards	\$ 357,012	\$ 357,012	\$ -	100%
Supplies/Merchandise	\$ 314,410	\$ 23,356	\$ 291,054	7%
Printing & Advertising	\$ 146,280	\$ 9,706	\$ 136,574	7%
Communications/Postal	\$ 31,578	\$ 4,606	\$ 26,972	15%
Vehicle exp/repair/Minor construction	\$ 107,125	\$ 26,250	\$ 80,875	25%
Depreciation Expense	\$ -	\$ 1,702	\$ (1,702)	0%
Contracts/Fees/Rentals	\$ 1,712,279	\$ 51,363	\$ 1,660,916	3%
Travel	\$ 341,395	\$ 7,680	\$ 333,715	2%
Dues & Subscriptions	\$ 11,185	\$ 1,644	\$ 9,541	15%
Staff Development	\$ 88,175	\$ 42,410	\$ 45,765	48%
Insurance	\$ 70,137	\$ 35,422	\$ 34,715	51%
Utilities	\$ 30,000	\$ 122	\$ 29,878	0%
Research Grants	\$ 22,500	\$ -	\$ 22,500	0%
Contingency	\$ 50,000	\$ -	\$ 50,000	0%
Presidential Discretionary	\$ 750	\$ 56	\$ 694	8%
Capital Improv. & Related Exp	\$ -	\$ 4,681	\$ (4,681)	0%
Prior Year Expenses	\$ -	\$ 6,669	\$ (6,669)	0%
TOTAL EXPENSES	\$ 7,813,325	\$ 1,643,001	\$ 6,170,324	21%

UPDATE CONTINUED

TITAN STUDENT CENTERS	BUDGET	ACTUAL	VARIANCE	%
INCOME				
Locker Income	\$ 37,200	\$ 17,576	\$ 19,624	47%
Dining Commissions	\$ 111,000	\$ 13,991	\$ 97,009	13%
Merchandise Sales/See's gift	\$ 5,802	\$ 1,117	\$ 4,685	19%
Shop II (Yum)	\$ 19,800	\$ 6,600	\$ 13,200	33%
Class Bowling	\$ 9,672	\$ 4,305	\$ 5,367	45%
Shoe Rentals	\$ 10,305	\$ 3,015	\$ 7,291	29%
Foosball	\$ 303	\$ 35	\$ 268	12%
Shuffleboard	\$ 925	\$ -	\$ 925	0%
Miscellaneous Revenue	\$ 30,080	\$ 8,066	\$ 22,014	27%
Room Rental	\$ 188,322	\$ 61,953	\$ 126,369	33%
Movie Ticket Income	\$ 6,750	\$ 596	\$ 6,154	9%
Equipment Rental	\$ 400	\$ -	\$ 400	0%
Computer Services Income	\$ 10,300	\$ -	\$ 10,300	0%
Personnel Services Income	\$ 57,771	\$ 9,113	\$ 48,658	16%
Amusement Ticket Income	\$ 47,705	\$ 6,851	\$ 40,854	14%
ATM & Automated Services	\$ 48,911	\$ 16,300	\$ 32,611	33%
Interest Income/Over&short	\$ 25,000	\$ (1,162)	\$ 26,162	-5%
Sports Ticket Income	\$ 1,200	\$ -	\$ 1,200	0%
Registration Fees	\$ 554,257	\$ 187,574	\$ 366,683	34%
Table Tennis	\$ 2,592	\$ 544	\$ 2,048	21%
Open Billiards	\$ 18,868	\$ 5,502	\$ 13,366	29%
Goods	\$ 100	\$ -	\$ 100	0%
Ticket Stock Revenue	\$ 600	\$ -	\$ 600	0%
Gaming Center	\$ 1,127	\$ 455	\$ 672	40%
Electronic Games	\$ 4,350	\$ 715	\$ 3,635	16%
Rock Wall Classes	\$ 6,600	\$ -	\$ 6,600	0%
Games Special Events	\$ 24,000	\$ 6,761	\$ 17,240	28%
Open Bowling	\$ 10,425	\$ 3,050	\$ 7,376	29%
TOTAL INCOME	\$ 1,234,365	\$ 352,957	\$ 881,408	29%

UPDATE CONTINUED

TITAN STUDENT CENTERS	BUDGET	ACTUAL	VARIANCE	%
EXPENSES				
Personnel Services, FT	\$ 1,994,417	\$ 455,054	\$ 1,539,363	23%
Personnel Services, PT	\$ 1,625,964	\$ 358,379	\$ 1,267,585	22%
Benefits (Staff & Students)	\$ 883,547	\$ 205,860	\$ 677,687	23%
Student Leader Fin. Award	\$ 30,270	\$ 30,270	\$ -	100%
Supplies	\$ 365,324	\$ 45,973	\$ 319,351	13%
Printing & Advertising	\$ 36,837	\$ 1,588	\$ 35,249	4%
Communications	\$ 50,713	\$ 13,631	\$ 37,082	27%
Merchandise for Resale	\$ 4,140	\$ 831	\$ 3,309	20%
Repairs & Maintenance	\$ 132,064	\$ 10,242	\$ 121,822	8%
Depreciation Expenses	\$ -	\$ 12,043	\$ (12,043)	0%
Minor Construction	\$ 117,596	\$ 28,261	\$ 89,336	24%
Leasehold Improvement	\$ -	\$ 2,000	\$ (2,000)	0%
Contracts/Fees/Rentals	\$ 3,300,055	\$ 651,788	\$ 2,648,267	20%
Travel	\$ 89,893	\$ 2,169	\$ 87,724	2%
Vehicle Expense	\$ 2,850	\$ 104	\$ 2,746	4%
Dues and Subscriptions	\$ 9,587	\$ 1,997	\$ 7,590	21%
Staff Development	\$ 4,616	\$ 251	\$ 4,365	5%
Insurance	\$ 144,455	\$ 46,954	\$ 97,501	33%
Utilities	\$ 707,300	\$ 6,397	\$ 700,903	1%
Capital Equip/Improvements	\$ 210,000	\$ 170,544	\$ 39,456	81%
Contingency	\$ 21,280	\$ -	\$ 21,280	0%
Postal Expense	\$ 3,000	\$ -	\$ 3,000	0%
Prior Expenses	\$ -	\$ (4,747)	\$ 4,747	0%
TOTAL EXPENSES	\$ 9,733,908	\$ 2,039,590	\$ 7,694,318	21%

2018-2019 BUDGET TIMELINE

Associated Students, CSUF, Inc. 2018-2019 Annual Budget Development Timeline

DATE	EVENT
Thursday November 30 & Friday December 1, 2017	ASI Vice Chair Treasurer and Director of Financial Services holds Budget Orientation Presentation with ICC Chairs, Treasurers and ASI & TSC Department Managers
December 14, 2017	Orientation Packet including Timeline and Electronic Submission link sent to orientation attendees
January/February 2018	ASI Vice Chair Treasurer and Director of Financial Services holds individual meetings with stakeholders if necessary
Friday, February 2, 2018	Budget Request electronically submitted using Wufoo by 5 PM. <i>Early submissions are encouraged and late proposals will NOT be accepted. No exceptions.</i>
Wednesday February 7, 2018	Budgets are sent to advisors for approval
Monday, February 12, 2018	Email from advisor to “Approved” or “Rejected” budget is due to ASI Finance Team by 5 PM

2018-2019 BUDGET TIMELINE

Associated Students, CSUF, Inc. 2018-2019 Annual Budget Development Timeline

DATE	EVENT
Thursday, February 15, 2018	A consolidate budget will be presented to the ASI Finance Committee by the ASI Vice Chair Treasurer and Director of Financial Services
Monday, February 19, 2018	ASI Presidential Budget Released
Wednesday, February 21, 2018	Facilities & Operations Deliberations
Thursday, February 22, 2018	Finance Committee Deliberations & Consideration of Presidential Budget Proposal
Wednesday, February 28, 2018	Consideration of budget proposal by the Board of Trustees
Tuesday, March 6, 2018	Consideration of budget proposal by the Board of Directors
<i>After approval from the Board of Directors, the ASI President has the option to veto the budget within nine legal days, in accordance with ASI bylaws.</i>	
<i>Spring Break (March 26th – April 1st)</i>	
Monday, April 2, 2018	2017-2018 Budget forwarded to the University President for approval
Monday, May 1, 2018	Presentation to the University President and/or Representative ASI President and Vice Chair Treasurer present the ASI Budget for approval.



ADMINISTRATION UPDATE

- Conference Travel:
 - AOA Update
 - NASPA Update
- Human Resources Information System Installation



CAMPUS UPDATE

- President Mildred García to Assume Leadership of American Association of State Colleges and Universities (AASCU)
- Enrollment
 - Spring 2018: Headcount - 26,886
 - Spring 2017: Headcount - 28,201



QUOTE

It always seems impossible,
until it's done.

- Nelson Mandela

ASSOCIATED STUDENTS, INC.

EXECUTIVE DIRECTOR REPORT

NOVEMBER 14, 2017

DR. DAVE EDWARDS



MEMORANDUM

DATE: November 14, 2017

TO: Board of Directors
Associated Students, CSUF, Inc. (ASI)

FROM: Dr. Dave Edwards
ASI Executive Director

SUBJECT: **Management Response to Executive Director Goal 1:3**

Please find the enclosed memorandum detailing the management response to Executive Director Goal 1:3 – Working with student leaders, assess and redesign our student leadership training program with the first phase of implementation completed for the beginning of fall semester 2017 and the second phase completed prior to January 1, 2018.

Should you have any questions, please contact Dave Edwards at (657) 278-7739.

Executive Director Goal 1:3

Executive Summary

Executive Director Goal 1:3 charges ASI to work with student leaders, assess and redesign the student leadership training program. ASI Senior Staff has outlined a three phase process to achieve the goal with phase I consisting of student leadership summer trainings and retreats that were planned and implemented with input of past student leaders. Phase II will consist of the winter student government retreat being designed based on feedback collected after Phase I. Phase III consists of gathering feedback from the student government winter retreat and completing the full analysis and using the information to finalize planning for the leadership training and retreat programs for the 2018-2019 school year.

Goal 1:3

Working with student leaders, assess and redesign our student leadership training program.

Phase I

Phase I consists of student leadership summer trainings and retreats that were planned and implemented with input of past student leaders. Based on feedback and discussions, student leaders felt that training was necessary earlier in the summer, especially for student government that felt training was needed prior to the first meetings on June 1. Students also felt that combining training and retreat activities would help to promote collaboration and positive relationship across groups. Student response to the redesigned all leadership retreat from the previous summer was all positive and encouraged to be kept very similar in schedule and content. With this student feedback in mind, the trainings and retreats for summer 2017 were planned and implemented.

Phase II

Phase II will consist of the winter student government retreat being designed based on feedback collected after Phase I. Phase II will also consist of initial planning for the summer 2018 training and retreat programs. Feedback on Phase I is currently being collected and compiled; once that is complete, key student leaders will be asked to help plan the content for the student government winter retreat and to begin looking at plans for summer 2018. The feedback collection window will last from August 14 through August 28.

- Focus groups were held the week of August 14-18; two sessions were offered for Student Government Leaders and two sessions were offered for Programming and Commission Leaders to be able to provide direct feedback on their trainings, respectively.
- Feedback surveys were sent out August 14 with a deadline to respond of August 28.

Phase III

Phase III consists of gathering feedback from the student government winter retreat and completing the full analysis and using the information to finalize planning for the leadership training and retreat programs for the 2018-2019 school year. Below is a detailed timeline of each Phase.

Phase I Timeline

Based on feedback from and discussions with student leaders during the 2016-2017 school year, the summer training calendar was created in approximately February 2017. Some key feedback from student leaders included:

- Boards and Officers need to be oriented and trained prior to the first meetings on June 1
- Boards and Officers would benefit from doing training and retreat activities together
- Programming and Commissions would benefit from joint training

Summer 2017 Training and Retreat Plan

- May 30 and 31 - *Training Title: Student Government Training*
- June 1 - *Training Title: All Leadership Welcome*
- June 1 - *Training Title: Programming and Commissions Orientation*
- June 3 and 4 - *Training Title: All Leadership Retreat (Big Bear)*
- June 22 and 23 - *Training Title: Programming and Commissions Training*
- August 12 and 13 - *Training Title: Student Government Summer Retreat (Long Beach)*

Phase II Timeline

Content for the student government winter retreat will be based on feedback collected from the summer training and retreat programs.

Winter 2018 Retreat Plan

January 13 and 14 - *Training Title: Student Government Winter Retreat (TBD)*

Phase III Timeline

The training and retreat calendar and content for the 2018-2019 school year will be developed based on feedback collected from the training and retreat program in the 2017-2018 school year.

2018-2019 Training and Retreat Plan

2018-2019 Training and Retreat Programs TBD—based on feedback



CALIFORNIA STATE UNIVERSITY, FULLERTON

MEMORANDUM

DATE: November 14, 2017

TO: Board of Directors
Associated Students, CSUF, Inc. (ASI)

FROM: Dr. Dave Edwards
ASI Executive Director

SUBJECT: **Management Response to Executive Director Goal 2:4**

Please find the enclosed memorandum detailing the management response to Executive Director Goal 2:4 – Train staff on effective advising for student leaders by August 2017.

Should you have any questions, please contact Dave Edwards at (657) 278-7739.

Executive Director Goal 2:4

Executive Summary

Executive Director Goal 2:4 charges ASI with developing a training program to effectively advise student leaders. ASI Senior Staff has outlined a two phase process to achieve the goal with phase I consisting of an initial training program for advisors and phase II consisting of continue and ongoing training for advisors. The timeline for phase I consisted of three parts beginning in late July and has been completed as of September 1st. Phase II will be an on-going process with continued training for advisors on an as needed basis.

Goal 2:4

Train staff on effective advising for student leaders.

Phase I

Phase I consists of initial training for advisors. In order to provide the best advising and support to our student leaders, advisors need to have a basis of understanding about our student leadership programs, student development theory, our advising philosophy, and other relevant topics. With these ideas in mind, a training program was developed to cover the areas most necessary for advisors to provide good advising and support to our student leaders. With this training program, a calendar was set and training sessions were held.

Phase II

Phase II will consist of continuing and ongoing training and discussion group meetings for advisors. During these meetings, various topics will be covered and advisors will have a chance to discuss concerns or challenges they experience and get support from others in how to better support and advise student leaders. This type of ongoing training allows for the needs of student leaders and advisors to be better met, as current and important topics can be covered as they come up. Below is a detailed timeline of each phase.

Phase I Timeline

Based on discussions and feedback from advisors, the training program was developed. Some key feedback included:

- Advisors need some basic understanding of student development theory
- Advisors need to help create a shared philosophy of advising
- Advisors need to know what advising looks like and be provided with models to use

Phase I Training Plan

Training Part One – July 26th

- Advising Model Overview
- Student Leadership Programs
- Student Development Theory
- Advising Philosophy Discussion
- Advising Meeting Model

Training Part Two – August 9th

- Helping Students Through Conflict And Crisis

Training Part Three – September 1st

- Revisiting One on One Advising Meetings

- Board and Committee Agenda Process: The Advisor's Role
- Calendaring Discussion
- Other Topics Requested

Phase II Timeline

Based upon the needs of advisors and student leaders, ongoing topical discussions and training will be provided through regular monthly discussion meetings. At the end of each semester, feedback from the advisors will be collected to continue to improve the training and support efforts.



CALIFORNIA STATE UNIVERSITY, FULLERTON

MEMORANDUM

DATE: November 14, 2017

TO: Board of Directors
Associated Students, CSUF, Inc.

FROM: Dr. Dave Edwards
ASI Executive Director

SUBJECT: **Management Response to Executive Director Goal 1:4**

Please find the enclosed memorandum detailing the management response to Executive Director Goal 1:4 – Develop advising structure for staff to support student leaders by August 2017.

Should you have any questions, please contact Dave Edwards at (657) 278-7739.

Executive Director Goal 1:4

Executive Summary

Executive Director Goal 1:4 charges ASI with developing an advising structure for staff to support student leaders. ASI Senior Staff began by reviewing and evaluating the advising model in early July and found Senior Staff transitions have had an impact on student advising. The recent addition of new Senior Staff in addition to new Leader and Program Development staff will help support the student advising process. Two additional adjustments were made to support the advising process including assigning the TSU Associate Director as advisor to the TSC BOT Facilities and Operations Committee and Vice Chair and the Director, Leader and Program Development as advisor to the elections process.

Goal 1:4

Develop advising structure for staff to support student leaders.

Overview

Accomplishing this goal began in early July by reviewing and evaluating the advising model from last year and looking for ways to make improvements. While much of the model will stay intact for this year, there were some key situational factors related to staffing and possible improvements identified.

Organizational staffing has been in a state of transition, especially at the senior staff level, for at least the past year. With new staff joining the organization, some staff in interim assignments, and other staffing changes, some advising roles have also been in a state of flux. Going into this year, every position on the senior staff is filled and that has led to other new staff joining the organization in key advising roles. With these changes, the new year will have more advisors in place, but will also be a year of onboarding, transition, and learning, especially with respect to advising.

New staff in advising roles include Valeria Rivera, the new Director of the Children's Center, Lionel Lawrence, the new Director of Financial Services, Austin Ysais, a new Coordinator in Leader and Program Development, and Asha Nettles (who will join ASI on September 5th), who is also a new Coordinator in Leader and Program Development. With these new staff joining ASI, the Director of Leader and Program Development will closely support their onboarding and orientation to being advisors, especially the two new coordinators in the LPD area. The Director for LPD will also stay closely engaged with the two new LPD coordinators and all of their advisees throughout the transition.

In addition to these changes, two other significant adjustments will be made to the advising model for this year. The TSC BOT Facilities and Operations Committee and Vice Chair oversee major TSC processes and proposals. For this reason, having the committee and vice chair advised by the TSU Associate Director is a stronger and more appropriate fit. The other adjustment involves Elections, which is an integral part of student government, but also functions as a specialized programming group. Because of the specialized and high profile nature of the elections process, the group needs close advising and oversight. For this reason, Elections will be directly advised by the Director of Leader and Program Development.

Below is are detailed organizational charts covering all student leadership programs and the advising and support model in place.



MEMORANDUM

DATE: November 14, 2017

TO: Board of Directors
Associated Students, CSUF, Inc. (ASI)

FROM: Dr. Dave Edwards
ASI Executive Director

SUBJECT: **Management Response to Executive Director Goal 1:7**

Please find the enclosed memorandum detailing the management response to Executive Director Goal 1:7 – Utilizing the results of the Employer’s Group satisfaction survey, develop a plan to improve the services and programs provided by Human Resources with an implementation date of October 1, 2017).

Should you have any questions, please contact Dave Edwards at (657) 278-7739.

Executive Director Goal 1:7

Executive Summary

Executive Director Goal 1:7 charges ASI with utilizing the results of the Employer’s Group satisfaction survey to develop a plan to improve the services and programs provided by Human Resources. To address the goal, the Human Resources Department has incorporated a number of process improvements relating to the responses received from the staff employee opinion survey. Specifically, changes to programs and services provided by the Human Resources Department have focused on improvements in the areas of communication, employee development and recognition, and management effectiveness.

Goal 1:7

Utilizing the results of the Employer’s Group satisfaction survey, develop a plan to improve the services and programs provided by Human Resources.

Overview

The Human Resources Department has incorporated a number of process improvements relating to the responses received from the staff employee opinion survey. Specifically, changes to programs and services provided by the Human Resources Department have focused on improvements in the areas of communication, employee development and recognition, and management effectiveness. The following tables outline the improvements and positive impact of the changes. In addition, improvements are ongoing and a number of future process improvements are included for reference.

Communication

Task	Process	Positive Impact
Enhancing Campus Communications	HR department reviews and revises campus communications.	Provides clarity on what is directly related and or applies to ASI. May also reiterate the importance of certain items.
HR Quarterly Process Overview	The HR department sends out email communications to supervisors outlining important HR processes.	Supervisors are reminded of the various processes and procedures and have them available to review.
Monthly Newsletters	The Marketing Department sends out an informative monthly newsletter.	Keeps employees current on various organizational events.
Blog	Open forum available to staff to post and read at their leisure.	Gives employees a platform for open communication.

Employee Development and Recognition

Task	Process	Positive Impact
Birthday Recognition	Birthdays are acknowledged during all staff meetings. Employees receive a card and small gift.	Employees are grateful. They did not receive any recognition in the past.
Years of Service	Standardized a dollar amount for years of service gifts. Different items are purchased from the bookstore so gifts are not repetitive.	Employees appreciate the variety and that it is something they can exchange if they do not like it.
Staff New Hire Gifts	All new hires receive a useful welcome gift with the ASI logo	Cost effective and all new hires are very happy and use the gifts right away.

Golden Putter Award	Monthly award to increase peer-to-peer recognition.	The award helps foster a culture of collaboration and provides staff an opportunity to recognize one another.
Employee of The Year Award	An award to recognize an employee on an annual basis for outstanding performance.	Provides an opportunity to recognize high-performing staff.
Semi-Annual Staff Retreats	Twice yearly staff retreats focused on development, recognition, planning, and team building.	Staff retreats are an opportunity to get out of the office and focus on developing and recognizing employees.
All-Staff Meetings	Monthly meeting of all staff to share updates and provide a place for staff to get together.	All-staff meetings increase organizational communication and allow staff from different departments to get together.
Manager's Roundtable	Monthly meeting for managers to meet and discuss management effectiveness.	Managers are provided a place to discuss issues and work through solutions with their peers.
Tuition Reimbursement Program	ASI provides a tuition reimbursement program to encourage and assist ASI employees to enroll in degree programs to increase their efficiency and effectiveness in their position.	The programs supports the development of employees and prepares them to take on more roles in the organization.

Management Effectiveness

Task	Process	Positive Impact
Student Employee Status Changes	Created one form for each status change.	Supervisors are able to turn in status changes more easily. It has eliminated rework. Supervisors are relieved from completing unnecessary paperwork.
Student Performance Evaluations	Employees will be evaluated after certain hour milestones are achieved	Supervisors will have more time to observe and measure performance. The amount of time spent completing evaluations will be shortened. The amount of retro payments owed will lessen.
Staff Performance Evaluations	Now completed annually at the same time instead of anniversary date.	Require less administration from Managers. Keeps compensation adjustments fair and consistent. Budgeting process is simpler.
Student Employee Orientation	Trained department managers to conduct new hire orientations	Allows supervisors to coordinate orientations as needed. Saves them time by not having to be in constant communication with HR and the student employees.
Skillport Training Implementation	Staff and student employees have access to a library of effectiveness and development trainings.	Provides and avenue for personal and professional development.

Student Benefit Revision	Assessed benefits available to student employees. Added new benefits such as book voucher and paid time off to study.	Enhances the student success culture. Boosted the student employee morale.
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CALIFORNIA STATE UNIVERSITY, FULLERTON

MEMORANDUM

DATE: November 14, 2017

TO: Board of Directors
Associated Students, CSUF, Inc. (ASI)

FROM: Dr. Dave Edwards
ASI Executive Director

SUBJECT: **Management Response to Executive Director Goal 1:10**

Please find the enclosed memorandum detailing the management response to Executive Director Goal 1:10 – Streamline the overall ASI budget process and conduct an accurate cost accounting between the AS and TSC funds, including examining the utilization of baseline operational budgeting by October 1, 2017.

Should you have any questions, please contact Dave Edwards at (657) 278-7739.

Executive Director Goal 1:10

Executive Summary

Executive Director Goal 1:10 charged ASI with streamlining the overall ASI budget process and conduct an accurate cost accounting between the AS and TSC funds, including examining the utilization of baseline operational budgeting. ASI Senior Staff developed a comprehensive timeline for budget preparation incorporating both the ASI and TSC fund. To streamline the budget process, the Financial Services Department will automate the process and make it web-based. To address cost accounting issues, project codes will be consolidated to provide a comprehensive view of a department budget.

Goal 1:7

Streamline the overall ASI budget process and conduct an accurate cost accounting between the AS and TSC funds, including examining the utilization of baseline operational budgeting by October 1, 2017.

Overview

A comprehensive timeline for budget preparation that incorporates both the AS and TSC funds is attached. The goal is to streamline both processes and establish the same due dates. In order to make this process effective, we will automate the process and make it web-based. Budget submissions will be done using Wufoo to complete an electronic form which will inquire about the requestors program(s), funding revenue and expenses. Submissions will be emailed to the advisor/manager for approval, then returned to the Finance Department budget team to prepare a consolidated budget.

Finance will establish Excel workbooks using macros to consolidate financial information in order to avoid input errors or data corruption. By utilizing a web-based submission format with macros, we can monitor timelines and be efficient in presenting the final budget to student leadership and campus President before the end of the academic year.

Cost Accounting

The recommendation to effectively use cost accounting is to consolidate or narrow the use of some program and object codes. Currently we are using multiple "project and object" codes to record financial transactions. By doing so this causes confusion among managers when they attempt to utilize department financial reports to determine balances. With consolidating accounts this will prevent confusion and provide a comprehensive view of a department budget. In addition, this will make the year-end preparation of the financial statements easier to submit to the audit firm, and will allow a more accurate assessment of expenses.

Baseline Budgeting

The recommendation for establishing a baseline budget model would be to continue to look at historical trends from previous budgets and factor in a 2% increase when establishing the current budget revenue. Currently our policy is to increase our ASI and TSC fee by 1.8% a year so in order to stay consistent with revenue a 2% increase would be appropriate to base our projections and scale down if necessary. In addition it would be recommended that the Director of Financial Services presents a current budget showing variances to budget requestors at the time of annual budget submission so that they can request realistic numbers based on actual spending and not over inflated numbers.

2018-19 Tentative Budget Schedule

October 16 and 18, 2017	Budget Orientation
December 20, 2017	Budget Submission Opens
January 10, 2018	Budget Submission Closes at 5pm
January 12, 2018	Approval Email Sent to Advisors
January 19, 2018	Advisors Approval Due
January 22-February 2, 2018	Budget Team Works on Consolidated Budget
February 5-16, 2018	Finance Committee Reviews
February 19-21, 2018	ASI President Reviews
February 22, 2018	Finance Committee Approves Budget
February 28, 2018	Budget Presented to Board of Trustees
March 6, 2018	Budget Presented to ASI Board of Directors
April 2, 2018	Submit Budget to Campus President
May 2018	Post 2018-19 Budget



MEMORANDUM

DATE: November 14, 2017

TO: Board of Directors
Associated Students, CSUF, Inc. (ASI)

FROM: Dr. Dave Edwards
ASI Executive Director

SUBJECT: **Management Response to Executive Director Goal 2:2**

Please find the enclosed memorandum detailing the management response to Executive Director Goal 2:2 – Create and implement a responsible, effective, and supportive Performance Management Program for all ASI Employees in order to maximize employees’ performance with ASI goals by October 2017.

Should you have any questions, please contact Dave Edwards at (657) 278-7739.

Executive Director Goal 2:2

Executive Summary

Executive Director Goal 2:2 charges ASI with creating and implementing a responsible, effective, and supportive Performance Management Program for all ASI employees in order to maximize employees' performance with ASI goals. ASI Senior Staff has implemented a number of process improvements relating to the performance management including the Policy Concerning Performance Management, passed by the Associated Students Board of Directors in Spring 2017. The Policy Concerning Performance Management includes a performance evaluation process that correlates directly with ASI strategic goals as well as expectation of all ASI employees.

Goal 2:2

Create and implement a responsible, effective, and supportive Performance Management Program for all ASI employees in order to maximize employees' performance with ASI goals.

Overview

ASI Human Resources has implemented a number of process improvements relating to the performance management. Specifically, the Policy Concerning Performance Management, passed by the Associated Students Board of Directors in Spring 2017. The policy was created to enhance communication between supervisors and employees regarding employee performance, and to link employee performance to ASI's organizational objectives. Performance Management involves providing staff timely, relevant, and effective feedback in an effort to promote job satisfaction, increase competence, and develop staff in their chosen profession. By adopting a performance management system, the Associated Students, CSUF, Inc. seeks to improve organizational performance by developing the effectiveness of its employees, both as individuals and as teams. The policy strives to encourage individual responsibility and work improvement, and seeks to cultivate partnerships built on trust, open communication, and mutual respect. To this end, the system seeks to ensure that all employees are aware of what is expected of them, are provided with continuous feedback about their performance, and are provided with opportunities for education, training, and development.

The Policy Concerning Performance Management establishes a performance management system and sets forth procedures for the preparation, processing, and use of the evaluation process. In addition, the process links performance reviews to other human resources decisions.

Review Process

The performance evaluation will correlate directly to ASI strategic goals as well as expectations outlined in the job descriptions. The evaluation process will offer the opportunity to explore career advancement opportunities and provide employees with feedback to improve performance. The formal meeting between the supervisor and employee serves many purposes. It will:

- Provide a meaningful, sincere and well-planned process that generates honest and open dialogue, including corrective and constructive feedback about performance and conduct, within which two-way feedback about the workplace can occur;
- Allow the employee and supervisor to create clear and concise performance standards that link directly to ASI's goals and priorities;
- Ensure that performance standards reflect key areas of the employee's responsibilities and duties as indicated in the position description;
- Use a combination of resources (which may include peers, customers, coworkers and the employee's supervisors) to gather data from which the employee and supervisor will:

- Identify skills, knowledge and attitude that are exceptional, adequate, or those in need of improvement
- Identify opportunities for growth through changes in the position description or short-term assignments
- Develop a plan that identifies training and other learning opportunities to assist the employee in attaining their development goals, as well as expected levels of performance
- Identify opportunities for feedback throughout the year including regular meetings to communicate expectations and focus on effective coaching.
- Provide a framework for promoting a culture of responsibility, accountability and transparency
- Provide a basis for equitable reward and recognition, as well as input and succession planning

Schedule

Professional Staff

Each calendar year, every professional employee will be evaluated during the month of June. The evaluation cycle follows the fiscal year of July 1 to June 30. The first round of staff reviews under the new policy was completed July 1, 2017.

Student Staff

Student assistants will be evaluated after they have achieved one of the following milestones:

- 280 hours worked
- 680 hours worked
- 1000 hours worked
- every additional 1000 hours worked thereafter

ASSOCIATED STUDENTS	BUDGET	ACTUAL	VARIANCE	%
INCOME				
Parent/Staff/Faculty Fees	\$ 549,832	\$ 148,352	\$ 401,480	27%
Contract-Dept of Educ (CC)	\$ 484,952	\$ 167,871	\$ 317,081	35%
Fees Certified	\$ 29,586	\$ 4,536	\$ 25,050	15%
Contract-CSU & Child Nutrition	\$ 106,780	\$ -	\$ 106,780	0%
Fundraising/Interest Income	\$ 95,000	\$ -	\$ 95,000	0%
Miscellaneous/Copies Revenue	\$ 7,000	\$ 26,939	\$ (19,939)	385%
General/Yr End Show Income	\$ 128,000	\$ 637	\$ 127,363	0%
IRA Management Fee	\$ 210,000	\$ -	\$ 210,000	0%
Investment Income/Gain/Loss/Exp	\$ -	\$ 91,986	\$ (91,986)	0%
TOTAL INCOME	\$ 1,611,150	\$ 440,319	\$ 1,170,831	27%
EXPENSES				
Professional Staff Wages	\$ 2,418,150	\$ 580,088	\$ 1,838,062	24%
Student Wages	\$ 980,161	\$ 211,303	\$ 768,858	22%
Benefits (Staff and Student)	\$ 990,991	\$ 230,304	\$ 760,687	23%
Contract Wages	\$ 141,197	\$ 48,629	\$ 92,568	34%
Student Leadership Awards	\$ 357,012	\$ 357,012	\$ -	100%
Supplies/Merchandise	\$ 314,410	\$ 23,356	\$ 291,054	7%
Printing & Advertising	\$ 146,280	\$ 9,706	\$ 136,574	7%
Communications/Postal	\$ 31,578	\$ 4,606	\$ 26,972	15%
Vehicle exp/repair/Minor construction	\$ 107,125	\$ 26,250	\$ 80,875	25%
Depreciation Expense	\$ -	\$ 1,702	\$ (1,702)	0%
Contracts/Fees/Rentals	\$ 1,712,279	\$ 51,363	\$ 1,660,916	3%
Travel	\$ 341,395	\$ 7,680	\$ 333,715	2%
Dues & Subscriptions	\$ 11,185	\$ 1,644	\$ 9,541	15%
Staff Development	\$ 88,175	\$ 42,410	\$ 45,765	48%
Insurance	\$ 70,137	\$ 35,422	\$ 34,715	51%
Utilities	\$ 30,000	\$ 122	\$ 29,878	0%
Research Grants	\$ 22,500	\$ -	\$ 22,500	0%
Contingency	\$ 50,000	\$ -	\$ 50,000	0%
Presidential Discretionary	\$ 750	\$ 56	\$ 694	8%
Capital Improv. & Related Exp	\$ -	\$ 4,681	\$ (4,681)	0%
Prior Year Expenses	\$ -	\$ 6,669	\$ (6,669)	0%
TOTAL EXPENSES	\$ 7,813,325	\$ 1,643,001	\$ 6,170,324	21%

TITAN STUDENT CENTERS	BUDGET	ACTUAL	VARIANCE	%
INCOME				
Locker Income	\$ 37,200	\$ 17,576	\$ 19,624	47%
Dining Commissions	\$ 111,000	\$ 13,991	\$ 97,009	13%
Merchandise Sales/See's gift	\$ 5,802	\$ 1,117	\$ 4,685	19%
Shop II (Yum)	\$ 19,800	\$ 6,600	\$ 13,200	33%
Class Bowling	\$ 9,672	\$ 4,305	\$ 5,367	45%
Shoe Rentals	\$ 10,305	\$ 3,015	\$ 7,291	29%
Foosball	\$ 303	\$ 35	\$ 268	12%
Shuffleboard	\$ 925	\$ -	\$ 925	0%
Miscellaneous Revenue	\$ 30,080	\$ 8,066	\$ 22,014	27%
Room Rental	\$ 188,322	\$ 61,953	\$ 126,369	33%
Movie Ticket Income	\$ 6,750	\$ 596	\$ 6,154	9%
Equipment Rental	\$ 400	\$ -	\$ 400	0%
Computer Services Income	\$ 10,300	\$ -	\$ 10,300	0%
Personnel Services Income	\$ 57,771	\$ 9,113	\$ 48,658	16%
Amusement Ticket Income	\$ 47,705	\$ 6,851	\$ 40,854	14%
ATM & Automated Services	\$ 48,911	\$ 16,300	\$ 32,611	33%
Interest Income/Over&short	\$ 25,000	\$ (1,162)	\$ 26,162	-5%
Sports Ticket Income	\$ 1,200	\$ -	\$ 1,200	0%
Registration Fees	\$ 554,257	\$ 187,574	\$ 366,683	34%
Table Tennis	\$ 2,592	\$ 544	\$ 2,048	21%
Open Billiards	\$ 18,868	\$ 5,502	\$ 13,366	29%
Goods	\$ 100	\$ -	\$ 100	0%
Ticket Stock Revenue	\$ 600	\$ -	\$ 600	0%
Gaming Center	\$ 1,127	\$ 455	\$ 672	40%
Electronic Games	\$ 4,350	\$ 715	\$ 3,635	16%
Rock Wall Classes	\$ 6,600	\$ -	\$ 6,600	0%
Games Special Events	\$ 24,000	\$ 6,761	\$ 17,240	28%
Open Bowling	\$ 10,425	\$ 3,050	\$ 7,376	29%
TOTAL INCOME	\$ 1,234,365	\$ 352,957	\$ 881,408	29%
EXPENSES				
Personnel Services, FT	\$ 1,994,417	\$ 455,054	\$ 1,539,363	23%
Personnel Services, PT	\$ 1,625,964	\$ 358,379	\$ 1,267,585	22%
Benefits (Staff & Students)	\$ 883,547	\$ 205,860	\$ 677,687	23%
Student Leader Fin. Award	\$ 30,270	\$ 30,270	\$ -	100%
Supplies	\$ 365,324	\$ 45,973	\$ 319,351	13%
Printing & Advertising	\$ 36,837	\$ 1,588	\$ 35,249	4%
Communications	\$ 50,713	\$ 13,631	\$ 37,082	27%
Merchandise for Resale	\$ 4,140	\$ 831	\$ 3,309	20%
Repairs & Maintenance	\$ 132,064	\$ 10,242	\$ 121,822	8%
Depreciation Expenses	\$ -	\$ 12,043	\$ (12,043)	0%
Minor Construction	\$ 117,596	\$ 28,261	\$ 89,336	24%
Leasehold Improvement	\$ -	\$ 2,000	\$ (2,000)	0%
Contracts/Fees/Rentals	\$ 3,300,055	\$ 651,788	\$ 2,648,267	20%
Travel	\$ 89,893	\$ 2,169	\$ 87,724	2%
Vehicle Expense	\$ 2,850	\$ 104	\$ 2,746	4%
Dues and Subscriptions	\$ 9,587	\$ 1,997	\$ 7,590	21%
Staff Development	\$ 4,616	\$ 251	\$ 4,365	5%
Insurance	\$ 144,455	\$ 46,954	\$ 97,501	33%
Utilities	\$ 707,300	\$ 6,397	\$ 700,903	1%
Capital Equip/Improvements	\$ 210,000	\$ 170,544	\$ 39,456	81%
Contingency	\$ 21,280	\$ -	\$ 21,280	0%
Postal Expense	\$ 3,000	\$ -	\$ 3,000	0%
Prior Expenses	\$ -	\$ (4,747)	\$ 4,747	0%
TOTAL EXPENSES	\$ 9,733,908	\$ 2,039,590	\$ 7,694,318	21%



**BOARD OF
DIRECTORS**

CALIFORNIA STATE UNIVERSITY, FULLERTON™

ASI Board Chair and Vice Chairs Report

November 14, 2017

From the Chair: Today is Picture Day!!!

Just a few more days left until Thanksgiving Break!

Please keep attending the meetings you agreed to and are required to attend (BOD, Committees, College ICC's, other councils/committees). Your attendance at these meetings is required by ASI Bylaws unless you have due cause and cannot attend and you need to let the chair of that meeting know ASAP so you can be excused. If you have any issues or scheduling concerns for the rest of this semester or Spring 18 please speak to me as soon as possible.

I wanted to let everyone know that I will be meeting with CSU Chancellor White this Thursday along with the exec officers. Please share anything that you'd like me to bring to the chancellors attention while we look for a new university president. Here are some questions to stimulate discussion/ideas:

1. What are some challenges on our campus you think the university president should be aware of?
2. What are some things you feel the university president should prioritize?
3. Name a few things that function well on our campus that you would like to see maintained.
4. Are there any time sensitive concerns you would like to share with the university president?
5. What characteristics should the new university president have that would make them successful at CSUF?

Please share your feedback with me!



Informal Social - Friendsgiving TBD

From the Vice Chair Treasurer: No written report.

From the Vice Chair Secretary: The semester is slowly but surely coming to an end. I am very proud of the work we have been doing in Governance these past months. Last week we passed a Resolution in Support of and Recognizing Indigenous Peoples Day - it will be on the BOD agenda 11/28. This week we will review a Policy Concerning Executive Senate and will consider a Resolution Recognizing President Mildred Garcia (contact Nick for any questions regarding the document.) When we come back from break, Governance will discuss priorities and expectations for the Spring semester. If nothing pressing comes up, our December 7th meeting will likely be cancelled to give members the opportunity to prep for Finals Week.

Let me know if you have any further questions.