



## Minutes

### ASI Board of Directors Meeting

📅 Tue December 3rd, 2019

🕒 1:15pm - 3:45pm PST

📍 Titan Student Union Board Room

#### I. **Call to Order**

Lorren Baker, ASI Board Chair, called the meeting to order at 1:15 p.m.

#### II. **Roll Call**

Members Present: Aguirre, Alvarez, Baker, Barillas, Calderon, Cook, Hanna, Linares, Mitchell, Neal, Pang, Rajmane, Reveles, Soria, Stohs, Therrien, Wright

Members Absent: Cortes (E)

Liaisons Present: Aguilar, Allen, Collins, Gonzalez, Hust, Jenkins, Kalra

Liaisons Absent: Morales-Garcia (E)

\* 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.]

\*\*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.]

EXCUSALS: (Reveles-m/Therrien-s) Mitchell informed the Board that Rajmane is not feeling well and may be late to the meeting; Aguilar reported that Gonzalez is attending a campus meeting and would be arriving late and Morales-Garcia at campus workshop; Baker reported that Cortes is out due to illness. The absences were excused by unanimous consent.

Rajmane arrived at 1:18 p.m.

#### III. **Approval of Agenda**

Baker amended the agenda to postpone the TSCBOT report to December 10th. Baker asked for a motion and second to approve the amended agenda. (Reveles-m/Wright-s) The agenda was approved by unanimous consent.

**IV. Consent Calendar**

The two Consent Calendar items were adopted by unanimous consent.

- a. **11/19/2019 Meeting Minutes**
- b. **TSCBOT: Proposal to Adjust TSU Room Rental Rates and TSC Staffing Fees**

**V. Public Speakers**

NONE

**VI. Time Certain**

- a. **1:30pm - Dr. Futoshi Nakagawa, Irvine Center**  
Dr. Futoshi Nakagawa, Assistant Dean for the Irvine Center provided a presentation to the Board of Directors regarding ASI Productions budget and activities for the Irvine Center. The presentation is an attachment to the minutes.

**VII. Executive Senate Reports**

- a. **PANHELLENIC**  
Ariana Steward, Vice President Finance, provided an update report on the goals, budget and activities for Panhellenic. The report is an attachment to the minutes.
- b. **ESC**  
Jada Smith provided an update report on the goals, budget and activities for ESC. The report is an attachment to the minutes.
- c. **NSMICC**  
Jessica Sherman, Chair, provided an update report on the goals, budget and activities for NSMICC. The report is an attachment to the minutes.  
  
Gonzalez arrived at 1:39 p.m.
- d. **TSCBOT**  
The report was postponed until December 10th.

**VIII. Unfinished Business**

NONE

**IX. New Business**

- a. **Action: Policy Concerning Performance Management (Governance) BOD 028 19/20 (Governance) A motion was brought to the Board from the Governance Committee to approve a resolution approving changes to ASI Policy Concerning Performance Management.**  
  
Baker yielded to Linares to review the resolution and changes to the policy. Linares reviewed the changes.  
  
Baker opened the floor to questions from the Board. There were no questions.  
  
Baker opened the floor to discussion.  
  
Gonzalez shared the new policy change is really appealing. He shared student employees will know when the evaluation will occur. Also, guarantees all employees will receive a

review.

Reveles shared that the evaluation may lead to an increase in pay for student employees through the review process.

Aguirre shared that Governance asked many questions for clarification, and shared that the increase is not always a guarantee, but the potential is there.

Baker asked if there were any objections to moving into a roll call vote to approve the resolution to approve changes to the Policy Concerning Performance Management. There were no objections.

**Decision: BOD 028 19/20 (Governance) Roll Call Vote: 17-0-0 The resolution approving changes to ASI Policy Concerning Performance Management was adopted.**

- b. **Action: Policy Concerning Elections (Governance)**  
**BOD 029 19/20 (Governance) A motion was brought to the Board from the Governance Committee to approve a resolution approving changes to ASI Policy Concerning Elections.**

Baker yielded to Linares to review the resolution and changes to the policy. Linares reviewed the changes.

Baker opened the floor to questions from the Board. There were no questions.

Baker opened the floor to discussion. There was no discussion.

Baker asked if there were any objections to moving into a roll call vote to approve the resolution to approve changes to the Policy Concerning Elections. There were no objections.

**Decision: BOD 029 19/20 (Governance) Roll Call Vote: 16-0-1 The resolution approving changes to ASI Policy Concerning Elections was adopted.**

- c. **Action: Resolution Approving the ASI 2020-2025 Strategic Plan (Governance)**  
**BOD 030 19/20 (Governance) A motion was brought to the Board from the Governance Committee to approve a resolution approving the ASI 2020-2025 Strategic Plan.**

Baker yielded to Linares to review the discussion from Governance. Linares reviewed the resolution and yielded to Dr. Scott Martin, Strategic Plan Ad Hoc Committee Chair, to review the plan.

Baker opened the floor to questions from the Board. There were no questions.

Baker opened the floor to discussion.

Allen thanked the Committee who worked on the Strategic Plan. The work happened over two semesters. She shared appreciation for the relevancy that is represented in the final plan which postures ASI to be a support to the campus, and the student communities served.

Linares shared comments regarding the Diversity, Equity, and Inclusion value statement, sharing that this was a passion of past Board and Exec members and she stated that she was happy to see that this commitment was included in the plan. She indicated that she

would share this with past leaders.

Kalra shared comments that the Committee stayed in line with the University Strategic plan in the process of developing the ASI plan. The Committee gathered input across every aspect of ASI.

Allen shared an overview of the framework in how the plan will be implemented. The plan will be shared on campus and that will lead to accountability from campus to ASI.

Baker asked if there were any objections to moving into a roll call vote to approve the resolution to approve ASI 2020-2025 Strategic Plan. There were no objections.

**Decision: BOD 030 19/20 (Governance) Roll Call Vote: 17-0-0 The resolution approving the ASI 2020-2025 Strategic Plan was adopted.**

**d. Information: ASI President Resolution Update (Baker)**

Baker yielded to Aaron Aguilar to review a presentation on the status of ASI resolutions. The presentation is an attachment to the minutes.

**X. Reports**

**a. EXECUTIVE REPORTS:**

**1. Executive Officers Report**

The Executive Officers provided highlights from their written report. The report is an attachment to the minutes.

**b. BOARD LEADERSHIP REPORTS:**

The Board of Directors Leaders provided highlights from their written report. The report is an attachment to the minutes.

**1. Treasurer/Secretary Report (Cook)**

**2. Vice Chair (Linares)**

**3. Chair (Baker)**

**XI. Announcements/Member's Privilege**

- o Kalra informed the Board that Exec Officers provided a link to fill out a review/feedback for the Executive Officers.
- o Aguirre shared that there is a Poetry competition tonight at 6:00pm, food and live poetry. All Night Study, December 12th, fun events and food. December 17th, finals week, 7:00 p.m. - 11:00 p.m., food, activities, come out.
- o Allen, thank you to Aguilar for the updates on the resolutions. Thank you to Baker for requesting the information. In preparation for the spring when creating resolutions, consider the communities and agencies that will be impacted by the resolution, and how can we support and ensure the resources are in place for the ask. The review of the resolutions is a gauge to give each member the opportunity to see where your input could be beneficial in moving the resolution further. Allen shared an update regarding black students on campus, in communication with students, BSU, many different meetings. Supporting students with the ABC conference to be held in January. ASI is continuing to demonstrate support for the group and make efforts to fulfill ASI's portion of student

demands. Finals are coming up, make sure you are utilizing self-care. Will be bringing an Academic Advisor into the TSU for support for student leaders. Encouraged all to go into this final season with the best mental capacity that you can.

- Baker shared there is a free concert happening on Wednesday, 12/4 at 8pm in CPAC 127 from winter Fraternal. Show up with a canned good to donate. The food will be distributed to people in the community.
- Linares shared from 3:00 p.m. - 6:00 p.m. in the Humanities Quad, MESA will be hosting La Posada, cultural activities and food. Encouraged students to come out!

## XII. **Adjournment**

Lorren Baker, ASI Board Chair, adjourned the meeting at 3:01 p.m.



**Brittany Cook, ASI Board Treasurer/Secretary**



**Susan Collins, Recording Secretary**

## Roll Call 2019-2020

### 12/03/2019 ASI Board Meeting Roll Call

Attendance	Board Members		
		Present	Absent
Arts	Aguirre	1	
CBE	Hanna	1	
	Neal	1	
Communications	Soria	1	
	Wright	1	
Education	Calderon	1	
	Reveles	1	
ECS	Mitchell	1	
	Rajmane	1	
HSS	Therrien	1	
	Linares	1	
HHD	Alvarez	1	
	Barillas	1	
NSM	Cook	1	
	Cortes		1
Univ. President's Rep.	Pang	1	
Academic Senate Rep.	Stohs	1	
Chair (Arts)	Baker	1	
		Present	Absent
		<b>17</b>	<b>1</b>

Attendance	Liaisons		
		Present	Absent
President	Aguilar	1	
Exec Dir	Allen	1	
Rec Sec	Collins	1	
CCO	Gonzalez	1	
CGO	Hust	1	
CCRO	Jenkins	1	
VP	Kalra	1	
CIDO	Morales-Garcia		1
		Present	Absent
		7	1

Roll Call Votes	#028	028			029		
		Yes	No	Abstain	Yes	No	Abstain
Arts	Aguirre	1			1		
CBE	Hanna	1			1		
	Neal	1			1		
Communications	Soria	1			1		
	Wright	1			1		
Education	Calderon	1			1		
	Reveles	1			1		
ECS	Mitchell	1			1		
	Rajmane	1			1		
HSS	Therrien	1					1
	Linares	1			1		
HHD	Alvarez	1			1		
	Barillas	1			1		
NSM	Cook	1			1		
	Cortes						
Univ. President's Rep.	Pang	1			1		
Academic Senate Rep.	Stohs	1			1		
Chair (Arts)	Baker	1			1		
		YES	No	Abstain	YES	No	Abstain
		17	0	0	16	0	1

Roll Call Votes		030		
		Yes	No	Abstain
Arts	Aguirre	1		
CBE	Hanna	1		
	Neal	1		
Communications	Soria	1		
	Wright	1		
Education	Calderon	1		
	Reveles	1		
ECS	Mitchell	1		
	Rajmane	1		
HSS	Therrien	1		
	Linares	1		
HHD	Alvarez	1		
	Barillas	1		
NSM	Cook	1		
	Cortes			
Univ. President's Rep.	Pang	1		
Academic Senate Rep.	Stohs	1		
Chair (Arts)	<b>Baker</b>	1		
		YES	No	Abstain
		17	0	0

Proposal to adjust room rental rates in the TSU and client labor rates in the Titan Student Centers

**PRESENTED TO:** Titan Student Centers Board of Trustees

**MEETING DATE:** Wednesday, November 20, 2019

**PRESENTED BY:** Prashant Sharma, Vice Chair of the TSCBOT Operations Committee  
Douglas Kurtz, TSCBOT Chair  
Jeff Fehr, Associate Director, Titan Student Union  
Aaron Tapper, Director, Titan Recreation

### **BACKGROUND**

As costs for student staff have increased, including increases in the CA minimum wage and HR/Benefits, the hourly for labor charged to clients reserving events in the Titan Student Centers needs to be increased to keep pace. Absent an increase in this chargeback rate, direct staff costs for events will be subsidized by Student Centers' fee through the Titan Student Centers Budget.

The last raise in room rental fees for the Titan Student Union occurred on January 1, 2017. As with student staff, as costs to maintain events in the Titan Student Union (including pro-staff, lighting, HVAC, custodial and setup) have increased, rental rates have fallen below recovering cost to put on the events.

### **PROPOSAL**

Increase the chargeback amount for Titan Student Centers managers, setup crew, attendants, Information & Services ticket sellers, lifeguards, and instructors assigned to work event as part of reservation requests throughout the University Conference Center, Titan Recreation, and Titan Bowl & Billiards. (see attached documentation)

Increase room rental rates for CSFU departments, private use, Extended Education, off-campus, special events and filming.

Rate sheet with proposed increases in **RED**, below.

### **RATIONALE**

Current fees do not support the salaries and benefits associated with Titan Student Centers student staff assigned to work events. As costs associated with student wages (including minimum wage and benefits) increase each year, the hourly fee charged to clients for these services must be increased. Absent the increase, the income associated with the labor assigned to a reservation will not be sufficient to cover the expense of assigning the labor. Proposal brings costs to client at a level higher than the scheduled minimum wage increases through 2021 in order to keep the costs of planning a reservation on the client, rather than passing those costs along to the Titan Student Centers. Similarly, as rates for staffing and energy continue to rise, the cost recovery for room rent has increased.

### **IMPACT**

Student organizations, on- and off- campus clients will see an increase in labor chargeback for event staffing and non-student organizations will see increase in rental fees.



## BUDGET IMPACT

Lower expenditures by the Titan Student Centers to host events. Updated labor rates will project an increase in gross revenue by approximately \$20,260 for 2020 in the Titan Student Centers. Updated University Conference Center room rates will project an increase in gross revenue by approximately \$130,000 over 33 months.

## IMPLEMENTATION TIMELINE

New rate structures will be implemented December 1, 2019 on all new reservation requests. Existing, confirmed reservation requests will remain at the rates assigned on confirmation.

# Proposed 19-20 UCC Room Rental Rates Chart

Event Spaces	ASI/TSU	CSUF Departments	Private Student/Staff Use		Extended Education	Off-Campus	Weddings	Commercial
	Student Orgs.	Schools	Student	Staff			Bar/Bat Mitzvahs	Filing
	Alumni Orgs.	Support Groups				Quinceañeras		
Pavilion ABC	N/C	940	1315	1505	1880	2800	3195	1350
Pavilion AB	N/C	620	870	990	1240	1900	2110	900
Pavilion BC	N/C	620	870	990	1240	1900	2110	900
Pavilion A	N/C	310	435	495	620	950	1055	450
Pavilion B	N/C	310	435	495	620	950	1055	450
Pavilion C	N/C	310	435	495	620	950	1055	450
Atrium	N/C	310	435	495	620	950	1055	450
South Patlo	N/C	195	275	310	390	585	665	450
Titan Theatre	N/C	95	135	150	190	285	325	450
Pub	N/C	155	215	250	310	465	525	450
Food Court - East	N/C	155	215	250	310	465	525	450
Food Court - West	N/C	155	215	250	310	465	525	450
Courtyard	N/C	155	215	250	310	465	525	450
Mainframe Patlo	N/C	50	70	80	100	150	170	300
Amphitheatre	N/C	45	65	70	90	150	155	450
Quiet Lounge	N/C	70	100	110	140	210	240	450
Alumni/Fireside Lounge	N/C	70	100	110	140	210	240	450
Bowling Area								450
TV Lounge								450
Billiards								450
Hallways								200

# Proposed 19-20 UCC Room Rental Rates Chart

Meeting Spaces	ASU/TSU	CSUF Departments	Private Student/Staff Use		Extended Education	Off-Campus	Weddings Bar/Bat Mitzvahs Quinceañeras	Commercial Filming
	Student Orgs.	Support Groups	Student	Staff				
Alvarado A	N/C	45	65	70	90	140	150	150
Alvarado B	N/C	45	65	70	90	140	150	150
Alvarado AB	N/C	90	125	145	180	270	310	150
Bradford A	N/C	30	40	50	60	90	100	150
Bradford B	N/C	30	40	50	60	90	100	150
Bradford AB	N/C	60	85	95	120	180	200	150
Gabriellino	N/C	85	120	135	170	260	290	150
Gilman A	N/C	30	40	50	60	90	100	150
Gilman B	N/C	30	40	50	60	90	100	150
Gilman AB	N/C	60	85	95	120	180	200	150
Hetebrink A	N/C	30	40	50	60	90	100	150
Hetebrink B	N/C	30	40	50	60	90	100	150
Hetebrink AB	N/C	60	85	95	120	180	200	150
Legislative Chambers 1	N/C	45	65	70	90	140	150	150
Legislative Chambers 2	N/C	45	65	70	90	140	150	150
Legislative Chambers 1&2	N/C	90	125	145	180	270	310	150
Ontiveros A	N/C	45	65	70	90	140	150	150
Ontiveros B	N/C	45	65	70	90	140	150	150
Ontiveros C	N/C	45	65	70	90	140	150	150
Ontiveros AB	N/C	90	125	145	180	270	310	150
Ontiveros BC	N/C	90	125	145	180	270	310	150
Ontiveros ABC	N/C	135	190	215	270	410	460	150
Presidents' Room	N/C	45	65	70	90	140	150	150
Steams	N/C	30	40	50	60	90	100	150
Tuffree A	N/C	30	40	50	60	90	100	150
Tuffree B	N/C	30	40	50	60	90	100	150
Tuffree AB	N/C	60	85	95	120	180	200	150



N/C = No Charge



TITAN STUDENT CENTERS BOARD OF TRUSTEES  
 PROPOSAL  
 FALL 2019

CALIFORNIA STATE UNIVERSITY, FULLERTON™

Position	2019 Avg. Student Salary	2019 with Benefits	Current Chargeback	Avg. 1/1/2020	2020 with Benefits	Avg. 1/1/21	2021 with Benefits	Proposed Rate	Projected FY Gross Revenue
TSU									
TSU Building Manager	\$ 14.67	\$ 16.16	\$ 17.00	\$ 15.67	\$ 17.26	\$ 16.67	\$ 18.36	\$ 19.00	\$ 7,100
TSU Setup Crew	\$ 12.28	\$ 13.63	\$ 14.00	\$ 13.28	\$ 14.74	\$ 14.28	\$ 15.85	\$ 16.00	\$ 160
TBB Desk Attendant	\$ 12.28	\$ 13.63	\$ 14.00	\$ 13.28	\$ 14.74	\$ 14.28	\$ 15.85	\$ 16.00	\$ 1,040
Info & Services Staff	\$ 13.19	\$ 14.41	\$ 13.00	\$ 14.19	\$ 15.27	\$ 15.19	\$ 16.35	\$ 17.00	\$ 660
SRC									
SRC Building Manager	\$14.67	\$16.16	\$17.00	\$15.67	\$17.26	\$16.67	\$18.36	\$ 19.00	\$2,150
Intramural Official	\$12.56	\$13.94	\$15.00	\$13.56	\$15.05	\$14.56	\$16.16	\$ 17.00	\$1,200
Desk Attendant/ Intramural Attendant/ Rockwall	\$12.28	\$13.63	\$14.00	\$13.28	\$14.74	\$14.28	\$15.39	\$ 16.00	\$5,500
Fitness Instructor	\$25.00	\$27.74	\$30.00	\$25.00	\$27.74	\$25.00	\$27.74	\$ 30.00	\$1,500
Lifeguard	\$14.67	\$16.16	\$17.00	\$15.67	\$17.26	\$16.67	\$18.36	\$19.00	\$950

Benefits currently adds approximately 10.97% to staff wages

Unemployment Insurance = .57%

Workers Compensation = 2.25%

FICA = 7.65% (summer)

# CSUF Irvine Center ASI Productions

Budget and Activities Update

Tuesday, December 3, 2019

Dr. Futoshi Nakagawa

Assistant Dean for Student Affairs, CSUF Irvine Center

# CSUF Irvine Center ASI Productions Team

- Associate Vice President for South County Operations and Initiatives: Dr. Steve Walk
- CSUF Irvine Center, Assistant Dean for Student Affairs: Dr. Futoshi Nakagawa
- CSUF IRVC ASI Productions Student Leaders
  - Fall 2019:
    - **Norah Elmaghrabi (Returner)**
    - **Mary Jenkins (New!)**
    - **Louis Tagatac (New!)**

# CSUF IRVC ASI Productions 2019: Mary Jenkins, Louis Tagatac, Norah Elmaghrabi



# CSUF Irvine Center ASI Productions

## Overarching Theme: Making Our Students Feel Welcomed, Valued, and Connected



# What's at the CSUF Irvine Center?

- 4,000 (Approx.) students in 260 courses, most in 4 colleges (MCBE, HHD, COMM, HSS)
- Student Success Center
- Library, Bookstore, Fitness Center, TSU Lounge
- Based at the Irvine Center
  - Practical Advantage (College of Communications)
  - Small Business Development Center (Mihaylo College of Business and Economics)
  - Titan ASES After School Program (Center for Internships & Community Engagement)



# CSUF ASI Productions, Irvine 2017-2018 Budget

- CSUF ASI Productions Irvine Center 2019-2020
  - General Operations
  - **Budget: \$44,582.00**
  - **Current Balance: \$34,763.95 (22% Utilized)**
    - Supplies (8050): \$12,650.00 (4.2% Utilized)
      - **Balance: \$12,124.66**
    - Printing & Advertising (8051): \$1,000.00 (0% Utilized)
      - **Balance: \$ 1,000.00**
    - Contracts/Fees/Rentals (8074): \$30,932.00 (30% Utilized)
      - **Balance: \$ 21,639.29**

# Fall 2019 Events: Welcome Back! (8/27)



# Fall 2019 Events: Meet Team ASIP IRVC (9/10)



# Fall 2019 Events: Breakfast on the Go! (9/23)



# Fall 2019 Events: Midterm Madness (10/8)



# Fall 2019 Events: Coffee with a Cop (10/15)



# Fall 2019 Events: Seasonal Selfie Stations (10/28)

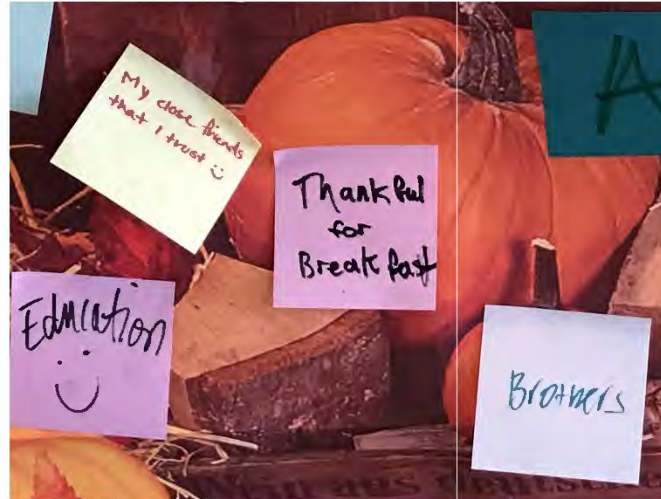


# Fall 2019 Events: Floats with Cops (11/12)





# Fall 2019 Events: Give Thanks/Food Drive (11/26)



# Upcoming Fall 2019 Events:

- December 10<sup>th</sup>: Gingerbread House Competition 5pm-7pm
- Finals Frenzy Fall 2019
  - Saturday, 12/14: Donuts & Coffee (8am-10am)
  - Monday, 12/16: Food Truck and Massage Therapist (4pm-7pm)
  - Thursday, 12/19: Box Lunches from Swich Bistro (10am-12pm)

Thank you for your continued support of the  
CSUF Irvine Center 😊





**Panhellenic Council**

# COUNCIL GOALS

- To build stronger relationships between all four councils
- To work on building a safer community within the Fraternity and Sorority Life office.
- More educational programs
  - Sexual Assault
  - Cultural Competence Trainings
    - Implementing the new executive board position of VP of Diversity and Inclusion

# FUNDING

ASI Budget: 91% Used

- Recruitment PR
- Recruitment  
Transportation
- Greek Speaker
- Philanthropy Event

Panhellenic Budget: 65%  
Used

- Philanthropy Crafts
- Study Nights
- Pursuit of Excellence

# EVENTS

## Past Events:

- 1) Recruitment
- 2) Recruitment Guide Training
- 3) Panhellenic Philanthropy Event
- 4) Greek Speaker
- 5) Study Night
- 6) Pursuit of Excellence

## Upcoming:

- 1) Study Nights
- 2) Office Transitions

# Environmental Sustainability Commission



Brooke Acosta, Jada Smith, & Maya Castillo



# Current Funding Status

ESC Starting Budget: \$5,300

- Estimated 30% of total budget expended:
  - 8051 - Promotional Items
  - 8074 - Programming
  - 8077 - Travel
- Anticipated Spring Semester Expenditures:
  - 8051 - Promotional Items
  - 8074 - Earth Expo

Environmental Sustainability	
Account: 0012	
Expense Details	
	Budgeted
<u>0012- General Operations</u>	
8050: Supplies and Hospitality	\$ 400
8051: Flyers/Posters/Recruitment/Promotional Items	\$ 1,400
8074: Programming	\$ 2,000
8077: Travel	\$ 1,500
Total Budget:	\$ 5,300

# Past ESC Events

- **Tabling at Farmers Market**
  - Student outreach
  - Highlight sustainability topics (i.e. current state of sustainability on campus, the arboretum, gathering data from student surveys)
- **Commission outreach meetings**
  - Community Based (Ex. What Does Sustainability mean to you?)
  - Information Based (Ex. Guest speakers from Arboretum)
- **Beach Clean Up at Laguna**
  - Partnered with community to clean up beaches in Laguna



# Past ESC Events

- Sustainability Week
  - CSUustainable
  - Save the Seas!
  - Self Care is Sustainable



# Short Term Goals

- Earth Expo (Week of April 22nd)
  - Earth Expo Goals:
    - Guest speaker
    - Continue working with campus partners
- Sustainability Guide for Events
- Reusable utensils at Mobile Food Pantry and Basic Needs



# Long Term Goals

- Expand CSUustainable initiative
- Promote outdoor events (i.e. sponsored hikes, beach and park clean ups)
- Expand Farmers Market
  - Sustainable items(ie. hygiene products or clothes)
  - Produce
- Continued collaboration with Arboretum



A decorative background consisting of several horizontal, overlapping brushstrokes in a vibrant green color. The strokes have a textured, painterly appearance with visible bristles and varying shades of green. A white rectangular border is superimposed over the center of the brushstrokes, framing the text.

NSM-ICC  
Board of Directors  
Presentation

# Meet Our Executive Board



**Jessica Sherman**  
*Chair*



**Jacob Javier**  
*Vice Chair*



**Genesis Marroquin**  
*Events Coordinator*



**Erick Engelby**  
*Director of Admin.*



# Our Goals

## SHORT TERM GOALS

Allocate fund equitably to all students of NSM

Keep attendance up during meetings

Help advertise club events

Have a successful Fall Festivities

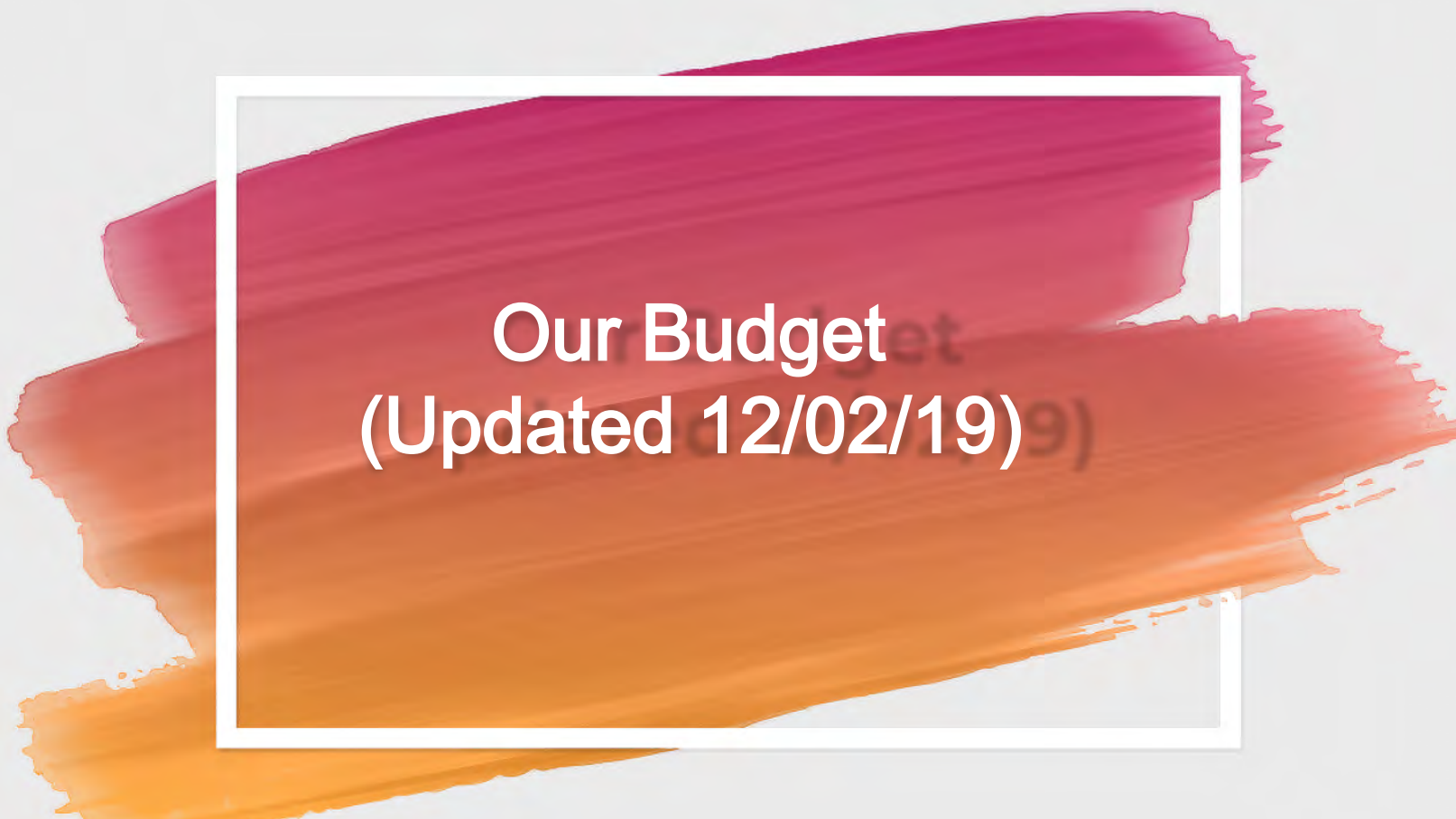
## LONG TERM GOALS

Communication between council and officers

Connect with other programs and colleges

Build a community in the council





**Our Budget  
(Updated 12/02/19)**

### Line 8050

- Available: \$700 (100%)
- Total: \$0 (0%)

### Line 8051

- Available: \$200 (100%)
  - Possibly investing in cards
- Total: \$0 (0%)

### Line 8074

- Available: \$8383.23 (93.1%)
  - Total: \$616.77 (6.9%)
    - Fall Festivities



A-Side Budget

# B-Side Budget

## Line 8077

- Available: \$24222.48 (86.5%)
  - Total Allocated: \$7159.90 (25.6%)
    - Annual Biomedical Research Conference for Minority Students
    - Society for the Advancement of Chicanos/hispanics and Native Americans in Science Conference
    - Southern California Conference of Undergraduate Research
    - University of California Davis Pre -Health Conference
  - Total Dispersed: \$3777.52 (13.5%)
    - American Chemical Society Meeting
    - Southern California Academy of Sciences Meeting
    - Southern California Botanists Symposium
    - University of California Davis Pre -Health Conference
    - University of Connecticut Sports Analytics Symposium

## B Side Budget Continued

### Line 8074

- Available: \$2000 (100%)
  - Total Allocated \$213.86 (10.7%)
    - SACNAS Poster Practice Session
    - SMART Girls Math Feud

# Past Events

- Fall Festivities
  - Free food and fun activities
  - A bunch of faculty and staff came out and dressed up
  - Events Pass: 415 check-ins
  - Gave away over 550 hot dogs?
- Can Food Drive
- Council splits into teams to compete
- Confirmed with Brittany and Asha with donating half of our cans to ASI Mobile Food Pantry





# Future Events

- Family Science Night
  - Location: Granada Middle School
  - Clubs table to promote STEM in grade schools
- NSM Week
  - April 27th-May 1st
    - Reserving spaces for NSM Carnival, Symposium, Banquet, and STEM Social



## Flying Samaritans of CSUF

~ PROVIDING HEALTHCARE TO EL HONGO, MEXICO ~

# HOLIDAY TOY DRIVE

### BRING A TOY AND GIVE JOY

Flying Samaritans CSUF is collecting new and unwrapped toys for our December Clinic. Every year we collect toys to hand out to the children at our clinic and local orphanage in El Hongo, Mexico.

Toys will be distributed during our December Clinic on Dec. 21, 2019!

Nov. 16- Dec. 20

Email us for Pick up!

#### Contact Us:

[flyingsamselhongo@gmail.com](mailto:flyingsamselhongo@gmail.com)

[www.flyingsamaritanselhongo.org](http://www.flyingsamaritanselhongo.org)





THANKS!

Any questions?

*Contact:* [nsmicc.csuf@gmail.com](mailto:nsmicc.csuf@gmail.com)

Follow us on instagram: [nsm\\_icc](#)



CALIFORNIA STATE UNIVERSITY, FULLERTON™

**A Resolution Approving Changes to Policy Concerning Performance Management**  
**Sponsors: Maria Linares**

**WHEREAS**, The Associated Students, Incorporated (ASI) is a 501 (c)(3) nonprofit organization that operates as an auxiliary organization of California State University, Fullerton; and

**WHEREAS**, ASI is governed by ASI Board of Directors, sets policy for the organization, approves all funding allocations to programs and services, and advocates on behalf of student interests on committees and boards; and

**WHEREAS**, ASI Human Resources recommends an annual schedule for student employee performance evaluations, and the current Policy Concerning Performance Management does not address student and professional staff separately; therefore let it be

**RESOLVED**, ASI approves the addition of the subsections of Professional and Student Employees under the review section; and let it be

**RESOLVED**, that the performance evaluation schedule for ASI student employees will be updated according the new schedule outlined in the policy; and let it be finally

**RESOLVED**, that this Resolution be distributed to the ASI Executive Director and applicable ASI departments for appropriate action.

Adopted by the Board of Directors of the Associated Students Inc. California State University, Fullerton on the third day of December in the year two thousand and nineteen.

---

Lorren Amelia Baker  
Chair, Board of Directors

Brittany Cook  
Treasurer/Secretary, Board of Directors

# POLICY CONCERNING PERFORMANCE MANAGEMENT

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## PURPOSE

The purpose of the Policy Concerning Performance Management is to enhance communication between supervisors and employees regarding employee performance and to link employee performance to the accomplishment of ASI's organizational objectives. Performance Management involves giving 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., California State University, Fullerton 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.

This policy establishes a performance management system for Associated Students, CSUF, Inc. ASI and sets forth the performance management policies and procedures for the preparation, processing, and use of the performance evaluation process, and the linking of the performance reviews to other human resources decisions.

~~It is the policy of Associated Students, CSUF, Inc. that the management of each department and team adheres to the performance management system as described herein. ASI adheres to this policy for each department and team performance management.~~ This system is based on the importance of managing each individual's work and maintaining continues communication between employees and their supervisors.

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## WHO SHOULD KNOW THIS POLICY

- |  |   |
|--|---|
| <input type="checkbox"/> Budget Area Administrators            | <input type="checkbox"/> Volunteers       |
| <input checked="" type="checkbox"/> Management Personnel       | <input type="checkbox"/> Grant Recipients |
| <input checked="" type="checkbox"/> Supervisors                | <input checked="" type="checkbox"/> Staff |
| <input checked="" type="checkbox"/> Elected/Appointed Officers |   |

## DEFINITIONS

For Purpose of this policy, the terms used are defined as follows:

Terms	Definitions
<b>Performance Objectives</b>	A performance objective is a specific end result that contributes to the success of the organization and that an employee is expected to accomplish or produce.
<b>Development Goals</b>	Development goals are skills, knowledge and experiences the employee needs to either remain effective in their current job or support their ability to take on new responsibilities and grow in their career.
<b>Coaching</b>	Performance coaching is an ongoing process which helps build and maintain effective employee and supervisory relationships. Performance coaching can help identify an employee's growth, as well as help plan and develop new skills.
<b>Performance Evaluation</b>	Performance evaluations are an opportunity for an employee and their supervisor to sit down and discuss their performance objectives, development goals, and provide performance coaching.
<b>Performance Improvement Plan</b>	A Performance Improvement Plan is a plan aimed at helping employees improve their job performance.
<b>Payroll Action Form</b>	A Payroll Action Form is a form used to make changes to an employee's payroll profile.
<b>Student Assistants</b>	Currently enrolled CSUF students
<b>Professional Staff</b>	Non-student regular staff members

## STANDARDS

### 1. PERFORMANCE APPRAISALS

a. *Planning*

**Setting Performance Objectives**

Employees and supervisors should meet to clarify expected outcomes for the year and set objectives that link the employee's job to department and organizational objectives. Objectives define what employees are expected to accomplish. Supervisors and employees should aim to define S.M.A.R.T. objectives.

- Specific
- Measurable
- Attainable
- Relevant
- Timely

Performance objectives should fit into and support the overall strategic objectives and goals of the organization, the advancement of the department and expectations of the position. Each employee should be assigned no more than 15 objectives which may be carried forward from the previous year, revised, or new objectives added during the review period as necessary.

### **Creating Development Goals**

Supervisors and employees should work together to create development plans as part of the annual performance evaluation process. The plan can focus on meeting position expectations and gaining professional development skills. Meeting position expectations is necessary to successfully perform one's job. Professional development skills are the skills and knowledge that go beyond the scope of the employee's job description, although they may indirectly improve job performance. Development plans commonly include classes, but can also include elements such as cross-training and special project participation.

Once performance objectives are set, supervisors should check in regularly with employees to discuss the status of objectives and to provide feedback based on observations of an employee's performance. It is equally important to provide feedback on areas of success as on those requiring improvement. Check-ins also provide the opportunity to adjust objectives as the year unfolds.

## **2. Check-In**

### *a. Communicating Expectations*

ASI recognizes that employees have a right to know how they are performing and it is the responsibility of supervisors to provide this information. This should be done on a monthly basis and documented through an Employee Check-In Form; however, overall performance is formally evaluated and documented on a yearly basis.

It is therefore mandatory for all supervisors and supervisors to communicate and clarify expectations throughout the year. This is to be done by setting objectives and/or establishing clear standards of performance that are aligned with ASI corporate goals at the beginning of each performance evaluation cycle. It is against these expectations, objectives and standards that employee performance will be evaluated.

### *b. Effective Coaching*

Coaching is a method of providing feedback. It helps shape performance and increases the likelihood that the employee's results will meet expectations. A coaching session generally focuses on one or two aspects of performance, rather than the overall review that takes place in a formal yearly performance evaluation.

### *c. Key Elements of Coaching*

- Coach to focus attention on any specific aspect of the employee's performance
- Observe the employee's work and solicit feedback from others if appropriate
- Take the time to understand why performance is successful or needs improvement
- Advise the employee ahead of time on issues to be discussed
- Involve the employee in identifying successes and solutions
- Discuss alternative solutions
- Agree on action(s) to be taken
- Recognize successes and improvements
- Document key elements of the coaching session
- Schedule follow-up meeting(s) to measure results.

## **3. Review**

The performance evaluation will have a direct correlation to ASI Strategic Goals, job expectations outlined in the job descriptions, offer the opportunity to explore career advancement and provide employees with

feedback to improve performance. The formal meeting between the supervisor and employee serves many purposes listed below:

- 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 the 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 jointly identify the employee's:
  - Skills, knowledge and attitude that are adequate, exceptional, or those that need improvement
  - Opportunities for growth through changes in the position description or short-term assignments
  - Allow for collaboration in developing and implementing a development plan that identifies training and other learning opportunities to assist the employee in attaining his or her job and goals, as well as expected levels of performance
  - If appropriate, review identified performance and behavior problems for which coaching were received throughout the year. The process will document specific performance and behavior improvements that are expected. (The Performance Evaluation Process is not intended to be used to initiate disciplinary action)
  - Identify opportunities for feedback throughout the year
  - Provide a framework for promoting a culture of responsibility, accountability and transparency
  - Provide a basis for equitable reward and recognition, as well as providing inputs for succession planning

*a. Rating Scale Definition*

Depending on how well actual performance meets or exceeds objectives which have been set with clear performance standards and expectations, the supervisor will be able to apply one of the following ratings:

- 5 – Fully Achieved- Surpasses targets and standards beyond 75% of the time
- 4 – Substantially Achieved - Surpasses targets and standards at least 50% of the time
- 3 – Partially Achieved- Meets expected targets and standards at least 50% of the time
- 2 – Minimally Achieved - Meets expected targets and standards less than 50% of the time
- 1 – Not Achieved - Fails to meet targets and standards

*b. Timing*

**Professional Employees**

Each calendar year, every professional employee will be evaluated in the month of June. The evaluation cycle is July 1<sup>st</sup> – June 30<sup>th</sup>.

**Student Employees**

Performance evaluations will be conducted for student employees at the completion of the introductory period in any capacity or classification (student assistant, temporary and grad assistant). The introductory period is defined as 3 months of employment.

The annual performance evaluation must be conducted within the first quarter of each calendar year (from January 1 to March 31). The rating period is from February 1 to January 31 of the previous year. The performance evaluation must be **completed** by March 31.

An annual evaluation will not be required if a student employee has not been employed more than 3 months.

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

- ~~• 280 hours worked~~
- ~~• 680 hours worked~~
- ~~• 1000 hours worked~~
- ~~• Every additional 1000 hours worked thereafter~~

~~Two weeks prior to your review date, employees should receive notice from their supervisor of the meeting date as well as information on how to prepare for the performance evaluation.~~

*c. Employee Role and Responsibilities*

It is the responsibility of all employees to review their job description prior to their performance evaluation. In addition, all employees must review the goals of the department to ensure their work aligns with strategic plan of the organization. Finally, all employees must completed the self-assessment portion of the performance evaluation to provide reference to achievements, past performance, and challenges.

*d. Preparation for the Performance Review and Planning Process*

Supervisors will have 30 days to prepare the performance evaluation for their employees. It is therefore critical to begin the process early to allow time for approval. Approval Routing is as follows: Supervisor/Supervisor, Department Director, and HR Coordinator/ HR Director.

*e. Supervisor's Role and Responsibility*

It is the responsibility of the supervisor to review the employee's job description to determine if they fully or partially achieve the set performance standards outlined in the job description. Supervisors must review previous performance evaluations, self-assessment for achievements, past performance and challenges. Supervisors should then review the goals of the organization to evaluate how did the employee contributes to the corporate goals. The supervisor should review the employee's current performance objectives and standards to ensure they align with the current job responsibilities and goals of the department and organization. Supervisors must then review the completed training received and identify areas of needed development to be documented in an Individual Development Plan. Completed performance evaluations should be submitted to the Human Resources department with all required signatures along with a Payroll Action Form if applicable.

## 4. PROBATIONARY PERIOD

All professional staff shall participate in a probationary period for the first one year of employment. Student assistants shall participate in a probationary period for the first 1000 hours of employment. This probationary period allows the supervisor time to assess the employee's qualifications, performance, and general suitability to successfully meet position requirements and standards. It likewise provides the employee with the opportunity to experience ASI, the department, and the position and to determine whether the position meets their expectations.

To successfully complete the probationary period, the employee must attend work as scheduled during their probationary period. Any absences or non-work periods, whether paid or unpaid, foreseen or unforeseen, may not count toward completion of the probationary period at the sole discretion of the supervisor. The supervisor will notify the employee in writing of any changes to their probationary period end date.

Upon successful completion of the probationary period, employee shall be considered an "at will employee" and both ASI and the employee shall have the right to terminate the employment relationship at any time for any reason that does not violate the policy of ASI.

Initial probationary periods of greater than the minimums stated may be established for certain classifications with the prior approval from the Human Resources Department. In this case, the employee will be provided written notice of a longer probationary period.

In the event the employee does not meet job requirements and/or performance standards during the promotion/transfer probationary period, the supervisor will issue a performance improvement plan as early in the probationary period as possible that contains the following:

- Specific nature of the problem(s), including specific examples
- Corrective action(s) required, including the specific and reasonable standards related to the problems
- Notice that failure to remedy the performance problems will result in termination of employment on or before the end of the promotion/transfer probationary period

If sustained satisfactory performance is not achieved following the performance improvement plan, the supervisor may terminate the employment relationship during the promotion probationary period as a probationary termination. The supervisor must consult with the Human Resources Department prior to termination.

## **5. PROGRESSIVE DISCIPLINE**

ASI expects all employees to be aware of and to follow workplace policies and procedures for the well-being of our students, staff, and customers. ASI employees are expected to comply with ASI policy and procedure as well as requirements from federal, state, and local law.

This policy defines the process for correcting single and repeat episodes of employee failure to comply with ASI policy or procedure and/or to meet specific workplace expectations for conduct. Corrections to unacceptable behavior will be addressed under this policy. Progressive Discipline is a step-by-step process designed to modify unacceptable employee behaviors, which also allows for discipline to start at a higher step based on the severity and circumstances of the situation. An employee is expected to have sustained improvement while on progressive discipline.

### ***a. Progressive Discipline Steps***

The purpose of progressive discipline is to assist employees by being clear and precise about problems and the consequences if the same or other mistakes or misconduct reoccur. It is important that discipline is applied in a fair and consistent manner. The supervisor has a critical role in conducting a fair and objective investigation of a situation. The supervisor must have an understanding of the facts and circumstances before assessing appropriate discipline. The supervisor should discuss the situation with the Human Resources Department to determine the appropriate level of disciplinary action. Many situations should be able to be resolved through verbal counseling or coaching the employee; however, some one-time incidents may be severe enough to merit a formal written warning, suspension (without pay), final warning or termination. The seriousness of the offense and the employee's disciplinary and performance history will be considered when determining the level of discipline to be applied. All decisions to escalate disciplinary action to a higher level of discipline should be made in consultation with the Human Resources Department.

#### **Step 1- Verbal Warning:**

In many situations a verbal warning/counseling is sufficient. The purpose of a verbal warning is to clarify policies and expectations. The impact of the incident or violation should also be taken into consideration. The supervisor should document for their records that the conversation occurred, keeping in mind the significance of the impact of the act or omission. The supervisor should also draft a performance improvement plan to provide the employee with coaching to avoid similar issues in the future.

#### **Step 2 – First Written Warning:**

If the conduct addressed by a verbal warning is repeated or additional problems occur within 12 months of a verbal warning, the supervisor should follow up with a written warning in the form of a letter. On the other hand, if a single incident is more serious than is appropriate for a verbal warning, the supervisor should issue a written warning in the form of a letter. The letter should describe the unacceptable conduct, outline expectations, and state that further disciplinary action will occur if the behavior is repeated within 12 months. The supervisor should also draft a performance improvement plan to provide the employee with coaching to avoid similar issues in the future.



**Step 3 – Second Written Warning:**

If the conduct addressed by a first written warning is repeated or additional problems occur within 12 months, the supervisor should follow up with a second written warning in the form of a letter. On the other hand, if a single incident is more serious than is appropriate for a written warning, the supervisor should issue a final written warning in the form of a letter. The letter should describe the unacceptable conduct, outline expectations, and state that further disciplinary action will occur if the behavior is repeated within 12 months. The supervisor should also draft a performance improvement plan to provide the employee with coaching to avoid similar issues in the future.

**Step 4 - Final Written Warning (which may include a suspension without pay or demotion):**

If the conduct addressed by the written warnings is repeated or additional problems occur within a 12-month period, discipline may progress to a final written warning, which may include an unpaid suspension or position demotion. However, a single incident may be so severe as to merit an immediate final warning and suspension without pay or demotion. As noted above, the supervisor should work in consultation with the Human Resources Department prior to taking disciplinary actions at higher levels, such as written warnings, final written warnings (with or without unpaid suspension) and termination. The supervisor should also draft a performance improvement plan to provide the employee with coaching to avoid similar issues in the future.

**Step 5 - Termination of Employment:**

Employment may be terminated based on progressive discipline within a 12-month period or based on the severity of a single incident. Misconduct that involves dishonesty, violation of the law, or significant risks to ASI's operations or to the safety or well-being of oneself or others is grounds for immediate termination of employment. However, the facts and circumstances of each case will determine what action, up to and including discharge from employment, is appropriate. Decisions to terminate employment should be made in consultation with the Human Resources Department. Examples of serious misconduct can be found in the Policy Concerning Conduct.

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**DATE APPROVED:**

**10/17/2017**

**DATE REVISED:**

**XX/XX/XXXX**



CALIFORNIA STATE UNIVERSITY, FULLERTON™

**A Resolution Approving Changes to Policy Concerning ASI Elections**

**Sponsors:** Maria Linares

**WHEREAS**, The Associated Students, Incorporated (ASI) is a 501 (c)(3) nonprofit organization that operates as an auxiliary organization of California State University, Fullerton; and

**WHEREAS**, ASI is governed by ASI Board of Directors, sets policy for the organization, approves all funding allocations to programs and services, and advocates on behalf of student interests on committees and boards; and

**WHEREAS**, the current Policy Concerning ASI Elections lacks language that was in the ASI Bylaws before it was reformatted; therefore let it be

**RESOLVED**, ASI approves the addition of public notice, recounts, the section including violations, and the section including referendum, special elections, initiatives, and recall; and let it be

**RESOLVED**, ASI approves the elections schedule to move up one more week to be three weeks prior to spring recess; and let it be finally

**RESOLVED**, that this Resolution be distributed to the ASI Executive Director and applicable ASI departments for appropriate action.

Adopted by the Board of Directors of the Associated Students Inc. California State University, Fullerton on the third day of December in the year two thousand and nineteen.

---

Lorren Amelia Baker  
Chair, Board of Directors

Brittany Cook  
Treasurer/Secretary, Board of Directors

# POLICY CONCERNING ASI ELECTIONS

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## PURPOSE

The following policy has been established in order for the Associated Students Inc. (ASI) Elections of the ASI President, Vice President, Board of Directors, and TSC Board of Trustees. The policy includes an overview of ASI Elections, qualifications, candidacy, complaints and enforcement.

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## WHO SHOULD KNOW THIS POLICY

- |   |   |
|---|---|
| <input type="checkbox"/> Budget Area Administrators<br><input type="checkbox"/> Management Personnel<br><input checked="" type="checkbox"/> Supervisors<br><input checked="" type="checkbox"/> Elected/Appointed Officers | <input type="checkbox"/> Volunteers<br><input type="checkbox"/> Grant Recipients<br><input checked="" type="checkbox"/> Staff<br><input checked="" type="checkbox"/> Students |
|---|---|

## DEFINITIONS

For Purpose of this policy, the terms used are defined as follows:

Terms	Definitions
<b>Automatic Disqualification</b>	Occurs immediately due to the Elections Judicial Council's vote on violation(s).
<b>Campaigning</b>	Any effort by any individual or group to influence the decision of any potential voter in support or against any candidate or candidate team appearing on the ballot.
<b>Candidate</b>	One (1) student who has filed the "Petition for Candidacy" forms, attended the mandatory candidate orientation, and fulfilled the requirements to run for office as stated in ASI Policy.
<b>Candidate team</b>	Two (2) students whom have filed the "Petition for Candidacy" forms with the intention of running for ASI President and Vice President, attended the mandatory candidate orientation, and fulfilled required to run for office as stated in ASI Policy.
<b>Disqualification</b>	This is a condition under which a person may not assume, continue in, or run for any elected or appointed ASI position. Can only be finalized by the Elections Judicial Council.
<b>Removal from the ballot</b>	A candidate running for elected ASI office is removed from the ballot. These candidates are prevented from running for ASI office as a write-in candidate.
<b>Violation</b>	A formal complaint that has been filed with and confirmed by the Elections Judicial Council.
<b>Write-In Candidate</b>	Any person who runs for office within ASI and does not have their name pre-printed on the ballot. Write-on candidates shall have the same right and responsibilities as all other candidates, except they did not attend the Candidate Orientation.

## STANDARDS

### 1. ELECTIONS

Each year, the CSU Fullerton's Student Body shall elect the ASI President, ASI Vice President, ASI Board of Directors, and TSC Board of Trustees for the upcoming academic year. The elections shall be held Tuesday through Wednesday two-three weeks prior to Spring Recess.

Public notice of an election must be given to student body no later than ten (10) legal days prior to the election. The notice shall specify the place(s), the legal day(s), the hours of such elections, and the general nature of the issue(s) to be decided.

The ASI President and Vice President shall run as a candidate team. Individual candidates for either office shall not be allowed. ASI Board of Director must run in one academic college which they are enrolled.

No member of the ASI Executive Officers, ASI Board of Directors, or TSC Board of Trustees shall serve in any other position that receives a financial award or scholarship.

## **2. VOTING PROCEDURES**

Voting will take place the Tuesday through Wednesday two weeks prior to Spring Recess. Voting will open at 8:00 AM PST on the first day and close at 8:00 PM PST on the final day.

Candidates are required to use their name on record with CSU Fullerton on the ballot. The order of candidates appearing on the ballot will be in alphabetical order.

Each student shall be required to authenticate their eligibility to vote by entering their CSU Fullerton credentials on the voting website. A student will vote on a single ballot, in most to least preferred: ASI President and Vice President, ASI Board of Directors, and TSC Board of Trustees.

When voting for the ASI Board of Directors, the student will be voting in the academic college which they are enrolled. If a student is undeclared, they may choose which one academic college to vote in. If a student has multiple declared majors in different academic colleges they shall choose one academic college that they are enrolled to vote in. If a student is voting for a write-in candidate their name must be spelled correctly, as CSU Fullerton has on record, for the vote to count.

## **3. DETERMINING WINNERS**

The Instant Run-Off Voting method will be used to count the votes. On the ballot, voters will rank candidate teams, Director candidates, and Trustees candidates in order of most preferred to least preferred. The Instant Run-Off Voting method simulates an election with multiple run off rounds until a candidate receives majority.

The winners will be the candidate or candidate team who receives a majority of votes in the regular election. A majority shall be defined as 50% plus one individual vote of the total votes cast.

President and Vice President:

- If no candidate team receives a majority of votes in the regular election, the candidate team with the fewest votes shall be eliminated and an Instant Run-Off will occur, as defined by the Instant-Runoff Voting method.
- The eliminated candidate team's votes are transferred to the other candidate team(s), depending on each voter's preference as stated on their ballot. An Instant Run-Off election will be simulated with the new vote totals. This process will repeat until a candidate team receives a majority of votes.

ASI Board of Directors:

- The winners shall be the two (2) candidates from each college who receive the most votes.
- If two candidates tie for second place, the candidate(s) with the fewest votes shall be eliminated

and as Instant Run-Off will occur, as defined by the Instant-Runoff Voting method.

- The eliminated candidate(s) votes are transferred to the other candidates, excluding the candidate that received the highest vote total, depending on each individual voter's preference as stated on their ballot. The winner shall be determined by a simulated election based on the new voting totals.

Titan Student Centers Board of Trustees:

- The winners shall be the ten (10) candidates who receive the most votes.
- If multiple candidates tie for tenth place, the candidate(s) with the fewest votes shall be eliminated and an instant runoff will occur, as defined by the Instant Run-Off Voting method.
- The eliminated candidate's votes are transferred to the other candidates, depending on each individual voter's preference as stated on their ballot. The winners shall be determined by a simulated election based on the new voting totals.

If no candidate or candidate team receives a majority of votes in the regular election, the candidate or candidate team with the fewest votes shall be eliminated and an Instant Run-Off will occur. The eliminated candidate or candidate team's votes are transferred to the other depending on each voter's preference as stated on their ballot. A Run-Off election will be simulated with the new vote totals. This process will repeat until a candidate or candidate team receives a majority of votes.

At the close of the elections the results will be counted. If there are no pending complaints or appeals, the Elections Director will submit the results to be certified within twenty-four (24) hours. The certification process will include review by the Elections Director, Executive Director or designee, and the Vice President of Student Affairs or designee. Results are only certified after any complaints have been heard by the Elections Judicial Council and appeals have been heard by the Board of Directors. Once certified, the results shall be released to the public.

#### **Recounts**

Recounts may be requested by any candidate for the position in which they are running if there is a reason to believe the count was inaccurate. Recounts must be requested before the results have been certified.

## **4. ELECTIONS TEAM**

The Elections Team shall be composed of the Elections Director and two (2) Coordinators. They shall be responsible for promoting ASI Elections and encouraging participation and promotional events for ASI Elections.

The Elections Team shall encourage students to run prior to the Petition for Candidacy form due date, promote voter participation prior to and throughout the election, plan and execute ASI Elections events, and have thorough knowledge and understanding of election rules and procedures.

The Elections Team shall maintain impartiality towards elections. The Elections Team will not campaign in any election nor publicly support any candidate or cause in any election they are overseeing. The Team will not have any other ASI position during their term, and will sign an ASI Conflict of Interest Agreement in accordance with California Education Code. The Team is prohibited from privately discussing elections except with the Elections Advisor.

Elections Team reserve the right to remove any campaign materials in violation.

### **Additional Elections Director Duties**

The Elections Director will be required to follow the responsibilities:

- Oversee ASI Elections.
- Accountable for implanting and enforcing all provisions of the ASI Bylaws and ASI Policy that pertain to ASI Elections.
- Recruit, oversee, and train the Elections Coordinators.
- Chair the Elections Judicial Council.
- Submit a budget request for the next fiscal year to the ASI Board of Directors Treasurer in compliance with the established budget process and deadlines.
- Reassess and reevaluate current practices pertaining to ASI Elections.
- After the candidate certification, the Elections Director shall provide a report to the ASI Board of Directors summarizing the election and proposing any recommendations for the following year.
- Recommend the Board of Directors to remove any member(s) from the ASI Elections Team for due cause.

If any interpretation or question of these Bylaws is required, the Elections Director shall consult the Elections Advisor first prior to announcing a decision.

#### *a. Appointment of Elections Team*

The Elections Director shall be appointed by the incumbent President and confirmed by a majority vote of the ASI Board of Directors. The Elections Coordinators shall be appointed by the incumbent President, upon recommendation of the incoming Elections Director, and confirmed by a majority vote of the ASI Board of Directors.

The Elections Director and/or Elections Coordinator(s) may be removed for cause by a two-thirds vote of the ASI Board of Directors.

In the event of a vacancy in the position of the Elections Director and/or Elections Coordinator(s), the President shall appoint a new Elections Director and/or Elections Coordinator(s) confirmed by a majority vote of the ASI Board of Directors.

## **5. CANDIDATE QUALIFICATIONS**

The general qualifications are required of all ASI candidates and appointed positions:

#### *a. ~~Candidate Residency~~*

Undergraduate student candidates for office must have been enrolled at CSU Fullerton for one semester preceding the election earning a total of at least six (6) semester units during that semester. New graduate students who received a bachelor's degree or credential within the past three (3) years from CSU Fullerton must have earned a total of twelve (12) units during their last year as an undergraduate to be eligible. Graduate student candidates for office must have earned at least six (6) semester units per term of continuous attendance as a new graduate student to be eligible.

#### *b. Grade Point Average*

All student candidates for, or current student officers serving in, an elected or appointed position within ASI must be in good standing, must not be on probation, must have earned a CSU Fullerton semester grade point average of 2.0 and a CSU Fullerton cumulative grade point average of 2.5 for all classes at CSU Fullerton during the semester prior to their candidacy, and must maintain these standards.

*c. Candidate Unit Load*

Undergraduate student candidates must maintain at least six (6) semester units per term while running for office. Graduate student candidates must maintain at least three (3) semester units per term while running for office.

*d. Faculty or Staff*

A student candidate for office may not be a member of the faculty or staff at CSU Fullerton. This does not apply to faculty or staff appointed positions. Graduate assistants shall not be considered faculty or staff.

*e. Incumbent Unit Load*

Undergraduate student officers must earn six (6) semester units of credit per term while holding office. Graduate student officers must earn three (3) semester units of credit per term while holding office.

*f. Incumbent Maximum Allowable Units*

Undergraduate student officers are allowed to earn a maximum of 150 semester units or 125 percent of the units required for a specific baccalaureate degree objective, whichever is greater. Graduate student officers are allowed to earn a maximum of 50 semester units. Students holding over the maximum allowable units are no longer be eligible for office.

## 6. SPECIFIC QUALIFICATIONS FOR ASI BOARD OF DIRECTORS

*a. Students with Undeclared Majors*

A student with an undeclared major may serve on the ASI Board of Directors representing any academic college of their choice. The candidate must declare an academic college for which they intend to run in their Petition for Candidacy.

*b. Students with Multiple Majors*

A student with multiple declared majors in different academic colleges may serve only one of their academic colleges in which they are enrolled.

*c. Students with Minors*

A student with a minor in an academic college different than their declared major may be only be appointed to represent the academic college of their declared minor. An appointment of this nature would be due to a vacancy on the ASI Board of Directors as described in ASI Policy.

*d. Students Interested in Representing the College of Education*

A student interested in representing the College of Education has to either be enrolled in the academic college or be an active member of a club which is a member of Education Inter-Club Council (EICC).

## 7. CANDIDACY

*a. Filing for Candidacy*

To be a candidate a student must submit a "Petition of Candidacy" form declaring to run during an election. Candidates may run for only one elected position during a single election. Candidates must qualify to be elected or appointed to any ASI leadership position.

The "Petition of Candidacy" forms will open at least one month before and are due at 5 PM PST the Monday before the Mandatory Candidate Orientation. All deadlines, meetings, and events will be listed on the candidacy form.



The Candidate Orientation time, date, and location shall be stated on the Petition for Candidacy forms. The mandatory candidate orientation must occur at least two weeks prior to the general election.

**b. Write-in Candidates**

Write-in candidates are responsible for complying with all provisions of ASI Bylaws and ASI Policy except for attending the Candidate Orientation.

Write-in candidates may run for any one office of their choice for which an election is being held.

Write-in candidates must complete the Petition for Candidacy form and an ASI Conflict of Interest Agreement. All documents must be submitted to the Elections Director before 5:00 PM PST on Tuesday prior to the start of the election.

**c. Verification**

The Dean of Students or designee will verify the qualifications of candidates running for office or whom have applied for an appointed position. They will report to the ASI Executive Director concerning the qualifications of all candidates or applicants. The ASI Executive Director will have the responsibility to report any ineligible candidate or applicant set forth in ASI Bylaws, ASI Policy, and/or directives from the Chancellor's Office.

## **8. ENDORSEMENTS**

Students may receive endorsements from clubs and/or organizations. If a candidate wants an endorsement they must receive written consent from clubs and/or organizations.

Any club and/or organization receiving sponsorship or funding from ASI shall be prohibited from spending any ASI funds or using any resources to promote or discourage a vote in favor or against any proposition, candidate, or candidate team in any election.

Any unit, body, or office of ASI shall be prohibited from promoting or discouraging a vote in favor or against any proposition, candidate, or candidate team in any election.

## **9. EXPENSES**

All candidates must submit an Election Expense Report to the Elections Director. This report must list all expenses and donations: copies of all campaign materials, receipts for expenses, and donated material will be reported at fair market value for the items or services.

Election Expense Reports will be due by 5:00 PM PST on the Tuesday after the election unless otherwise arranged with the Elections Director.

Election Expense Reports will be considered public information.

## **10. VIOLATIONS**

The purpose of the Campaign Violation System is to hold candidates and candidate teams responsible for threatening the democratic process, committing ethical breaches, interfering with the mission of the ASI, threatening the safety of the campus, and violating ASI and CSU Fullerton protocols. Any candidate or candidate team found before the Elections Judicial Council whom violated these Bylaws or ASI Policy shall be subject to consequences.

a. *Class A (Automatic Disqualification) Violations*

Class A (Disqualifiable) Violations shall carry three (3) strikes. If a candidate commits any of the following,

the candidate is automatically disqualified from the election:

- A violation of these Bylaws, ASI Policy, CSU Fullerton Policy, State or Federal Law in connection to the election in a way which extensively affects the outcome or integrity of the electoral or judicial processes.
- Using CSU Fullerton or ASI authority, facilities, funds, or resources that are not open to all students for campaign purposes to an extent which extensively affects the outcome or integrity of the election.
- Intimidating, impeding, threatening, or retaliating against voters, parties of ASI Board of Directors appeals case, Elections Team, Elections Judicial Council members, candidates, potential candidates, or other persons related to the election.
- Interfering with the polling, voting, or vote count mechanism. Including but not limited to: submitting multiple ballots, modifying any ballot other than one's own, or submitting a ballot for another person.
- Failing to appear at a formal hearing before the ASI Board of Directors.

*b. Class B (Major) Violations*

Class B (Major) Violations shall carry two (2) strikes. If a candidate commits any of the following, the candidate will acquire two (2) strikes against their campaign and, the official ballot shall reflect the specific violation and circumstance:

- A violation of these Bylaws, ASI Policy, CSU Fullerton Policy, State or Federal Law in connection to the election in a way which moderately affects the outcome or integrity of the electoral or judicial processes.
- Using CSU Fullerton or ASI authority, facilities, funds, or resources that are not open to all students for campaign purposes to an extent which moderately affects the outcome or integrity of the election.
- Repeatedly destroying, defacing, covering, moving or removing from their places, posters, signs, banners, leaflets, or flyers representing student organizations and/or University departments in connection to the election.
- Disseminating information intended to mislead or deceive as to the mechanics of the election or intentionally disseminating information that is objectively and probably false on matters pertaining to the CSU Fullerton or the ASI in connection to the election.
- Willfully violating an order from the Elections Judicial Council.
- Filing malicious, frivolous, misleading, or bad faith charges or complaints against any candidate, candidate team, proponent, or opponent in the Elections Judicial Council. If an individual engages a third party to file such charges, both individuals shall be held responsible.
- Actively campaigning or posting campaign materials before the mandatory Candidate Orientation.
- Any Board of Directors candidates from the same college officially or unofficially campaigning together.
- Claiming an endorsement of an individual, group, organization, party, etc. without consent.
- Using the intellectual property of another person or organization to campaign, without the permission of the rightful owner. Candidates shall obtain permission in writing. Action for this violation can only be brought by or on the complaint of the rightful owner.
- Purchasing paid campaign advertising, or soliciting unpaid campaign advertising, in CSU Fullerton or ASI affiliated publication.
- Using internet enabled devices to acquire votes during the voting period. This includes cell phones, tablets, laptops, and other devices that may access the elections ballot.
- Using any means of unsolicited electronic communication "spam" to campaign (electronic mail, phone, message, text, social media). The following are not "Spam":
  - The recipient initiated contact regarding campaign matters through the same communication medium with the author.

- The recipient gave their contact information for the same communication medium to the author's campaign.
- The communication is sent through a social network and the recipient has the author as a connection/friend/etc. on the same social network, or
- The communication is sent through a listserv/group message mechanism run by some organization and the author has permission from the leadership of that organization or is a member in good standing of that organization and the communication clearly indicates the group/listserv through which it is sent. This criteria shall not be valid for group messages sent to an entire class, academic program, or other groups/listservs which students are required to be or automatically are members of

c. Class C (Minor) Violations

Class C (Minor) Violations shall carry one (1) strike. If a candidate commits any of the following the candidate will acquire one (1) strike against their campaign, and the official ballot shall reflect the specific violation and circumstance:

- A violation of these Bylaws, ASI Policy, CSU Fullerton Policy, State or Federal Law in connection to the election in a way which minimally affects the outcome or integrity of the electoral or judicial processes.
- Using CSU Fullerton or ASI authority, facilities, funds, or resources that are not open to all students for campaign purposes to an extent which minimally affects the outcome or integrity of the election.
- Violating the CSU Fullerton Posting Policy. Refer to Student Life and Leadership for more information.
- Distributing food and/or beverage, with the exception of unopened water bottles and prepackaged snacks.
- Falsely claiming a past or current position, title, membership, award, other affiliation, etc. with an individual, group, organization, party, etc. When applicable, membership deemed shall be defined as being a member in good standing. Past membership, affiliation, etc. must be noted as such.
- Using the name of any person without prior written consent of that individual. Any materials in violation will be seized and destroyed by the Elections Director.
- Leaving or posting campaign materials in any campus computer lab or classroom containing computers provided by CSU Fullerton.

## 11. COMPLAINTS

Complaints regarding elections shall be filed electronically on the ASI Website. The complaint must be submitted with a valid contact phone number or email. Incomplete or anonymous complaints will not be considered. Election complaints must be submitted within twenty-four (24) hours of the infraction. All formal complaints filed after twenty-four (24) hours of the infraction will not be considered unless the severity of the violation warrants consideration.

Complainant or designee must appear at the Elections Judicial Council meeting or the complaint will be dismissed.

Complaints regarding candidate violations shall be heard by the Elections Judicial Council. Complaints regarding the elections process or Elections Team shall be heard by the Board of Directors.

## 12. ELECTIONS JUDICIAL COUNCIL

The purpose of the Elections Judicial Council exists to hear all complaints pertaining to the conduct of any candidate and/or candidate team.

The Elections Judicial Council shall establish annually a schedule by the start of the spring semester. The Elections Judicial Council shall be chaired by the Elections Director and shall be comprised of the Elections Coordinators, a member of the ASI Board of Directors, a member of the Executive Team, and a member of the TSC Board of Trustees. All members of the Elections Judicial Council must have Board of Directors confirmation and declare impartiality through the elections cycle.

Members of the Elections Judicial Council shall be chosen by the last Board of Directors meeting of the fall semester. Once a member is confirmed by the Board of Directors they shall be the only voting member to represent their constituents for the duration of the elections cycle.

Complaints of similar nature under the discretion of the Elections Director may be considered together. Once complaints have been ruled on as a violation there may be a penalty associated with it. All violations shall be thoroughly documented by the Elections Director as all violations are subject to appeal to the Board of Directors.

## ~~14. ELECTIONS JUDICIAL COUNCIL CONDUCT~~

### ~~a. Non-Conflict of Interest~~

~~In accordance with California Education Code, Sections 89906, 89907, 89908 and 89909, all Elections Judicial Council members shall submit a Certification of Non-Conflict of Interest Statement as outlined below:~~

~~I have read California Education Code Sections 89906, 89907, 89908 and 89909, and I am not involved financially, through employment or family connections, with any business, firm, vendor, and/or service bureau doing business with this corporation.~~

~~Should I find in some future matter before the Elections Judicial Council that there may be the potential of a conflict of interest, I shall disclose that potential conflict and abstain from voting, as prescribed in Education Code, Section 89907.~~

~~This Non-Conflict of Interest Statement shall be submitted at the time a member assumes their official duties. Statements shall be retained in the ASI Administrative Office.~~

## 23.13. PENALITES

Any violation(s) of the ASI Bylaws or ASI Policy pertaining to an election may result in a penalty including: suspension or revocation of any publicity, posting, campaigning privileges; posting electronic notice of candidate violations on the ballot; and/or automatic disqualification and shall be administered at the discretion of the Elections Judicial Council. Violations are appealable to the ASI Board of Directors.

Result removal from the ballot:

- Failure to meet all deadlines listed on the Petition for Candidacy form, including the mandatory candidate orientation
- Each candidate shall sign an ASI Conflict of Interest Agreement before campaigning may begin
- Each candidate or candidate team who has accrued three strikes of any combination

## 24.14. APPEALS

When a formal complaint becomes a violation, by the Elections Judicial Council, any party identified receiving consequences may appeal the decision to the ASI Board of Directors.

Once notified of the appeal, the Board of Directors will conduct a formal hearing at the next Board of

Directors meeting. All parties identified will be required to attend the hearing, including a member of the Elections Judicial Council.

An individual shall be exempt from appearing before the ASI Board of Directors if they can show:

- A valid health excuse, out of town commitment, death in the family, employment obligations,
- Exam/paper due twenty-four hours following the case, an academic commitment during the meeting time,
- Observance of a religious holy day or ceremony which prevents attendance,
- Jury duty or mandatory appearance for legal/administrative proceedings during the meeting time, or
- A force majeure which prevents attendance (this shall be defined as a chance occurrence or unavoidable accident that is not the result of negligence or misfeasance by the individual).

Once the Board of Directors has reached a verdict on the appeal through a formal vote, there shall be no further course of action for all parties involved in the hearing.

## **15. REFERENDUM, SPECIAL ELECTIONS, INITIATIVES, AND RECALL**

All referenda, initiatives, and recalls shall be considered binding if done in coordination with the above processes unless they contradict Federal, State, or local law, the Articles of Incorporation, the ASI Bylaws, or the purpose of the Corporation.

### a. Referendum

The Board of Directors will be empowered to direct the Elections Director to place certain matters, including constitutional changes or business, before the student body. A majority vote of the Board of Directors shall be sufficient to enact referenda. All referendum shall follow CSU Chancellors Office and CSU Fullerton set guidelines.

### b. Special Elections

Only determined by a majority vote of the Board of Directors. All special elections will be held during a general election whenever possible.

When a special election is held separate from a general election, the following conditions shall apply:

- The availability of the voting practices will be identical to that of the most recent previous general election.
- Eligibility requirements shall not change.
- Winners shall be determined by the same method as noted in ASI Policy.
- Candidates shall have the seven (7) consecutive calendar days before voting to campaign.

### c. Initiative Legislation

Initiative legislation from the student body may be submitted to the Board of Directors in the form of a petition signed by at least 10% of the total membership of the student body. An initiative can either enact new legislation or repeal existing legislation.

The Vice President for Student Affairs shall verify through the Dean of Students Office the enrollment status of all the students whose signature appears on the petition. After verification, a special election shall be called by the President within fifteen (15) legal days of certification of signatures.

A majority vote in favor of the proposed legislation shall be sufficient to adopt any initiative legislation.

### d. Recall

The President, Vice President, a member of the Board of Directors, or a member of the TSC Board of Trustees may be removed from the remaining term of office when the following conditions are met:

- A petition stating the desire to remove a Director must be signed by ten percent (10%) of the headcount of the Director's respective academic college. In the case of the President, Vice President or Titan Student Centers Student Trustee, a petition stating the desire to remove that officer must be signed by five percent (5%) of the entire headcount of the University. The petitions must include each petitioner's printed name, Campus Wide ID number, and signature to be considered valid.
- Prior to the gathering of signatures, the leader of the recall drive must state in a letter or in person at an ASI Board of Directors meeting the intent to recall an officer. The petition drive has thirty (30) calendar days from announcement to gather the necessary signatures or the recall fails.
- If the correct number of signatures is gathered, they must be verified by the Office of the Vice President of Student Affairs.
- If the appropriate number of signatures is verified, the President must call a special election within fifteen (15) legal days.
- The availability of the Voting Practices will be identical to that of the most recent previous general election.
- Two-thirds of students voting in a special election must vote to recall the officer for the officer to be removed.

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**DATE APPROVED:**

**02/12/2019**

**DATE REVISED:**

**XX/XX/XXXX**

**A Resolution Approving the ASI 2020-2025 Strategic Plan**

**Sponsors:** Lorren Baker and Melanie Therrien

**Co-Sponsors:** Douglas Kurtz, Isaac Gonzalez, and Mansi Kalra

**WHEREAS**, The Associated Students, Incorporated (ASI) is a 501 (c)(3) nonprofit organization that operates as an auxiliary organization of California State University, Fullerton; and

**WHEREAS**, ASI is governed by ASI Board of Directors, sets policy for the organization, approves all funding allocations to programs and services, and advocates on behalf of student interests on committees and boards; and

**WHEREAS**, ASI passed Resolution Approving the Process of the ASI Strategic Plan and Resolution Approving the ASI Strategic Plan Working Group Focus Areas and Values; and

**WHEREAS**, the Fall 2019 Working Group consisted of two Executive Officers, three elected Directors by the Board of Directors, two elected student Trustees by the TSC Board of Trustees, one ASI student employee, and two ASI staff; and

**WHEREAS**, the Fall 2019 Working Group was to use the focus areas and themes to develop the organizations' strategic initiatives, goals, and strategies to accomplish the strategic plan; and

**WHEREAS**, the Fall 2019 Working Group held focus groups for student leaders and student employees and professional staff; and

**WHEREAS**, the Fall 2019 Working Group refined and defined the values and goals, created a vision statement, objectives, and strategies for each goal; and

**WHEREAS**, in the process the Fall 2019 Working Group reviewed the ASI Mission Statement to ensure the 2020-2025 Strategic Plan fits the mission statement of the organization; and

**WHEREAS**, a mission statement is defined as "a formal summary of the aims and values of a company, organization, or individual";<sup>1</sup> and

**WHEREAS**, research shows that an organization's mission statement can facilitate innovation; and a clear, motivating mission helps an organization to focus its attention on the innovations and creates a climate for them to succeed;<sup>2</sup> therefore let it be

**RESOLVED**, ASI approves the ASI 2020-2025 Strategic Plan; and let it be further

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<sup>1</sup> Oxford Dictionary

<sup>2</sup> <https://doi.org/10.1177/0899764006295996>

**RESOLVED**, ASI approves the revised mission statement; and let it be finally

**RESOLVED**, that this Resolution be distributed the following CSU Fullerton departments, divisions, and entities for their support and consideration: Office of the President, Office of the Vice President for Student Affairs, and respective ASI departments for appropriate action.

Adopted by the Board of Directors of the Associated Students Inc. California State University, Fullerton on the third day of December in the year two thousand and nineteen.

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Lorren Amelia Baker  
Chair, Board of Directors

Brittany Cook  
Treasurer/Secretary, Board of Directors





# ASI Strategic Plan 2020-2025

## Values

Servant Leadership: ASI cultivates a culture based on transformational student development and a focus on the growth and well-being of all California State University, Fullerton students.

Diversity, Equity, and Inclusion: ASI is committed to cultivating rich diversity and increasing culturally proficient and equity-minded students and staff by identifying barriers that inhibit student success and supporting efforts to remove them.

Build and Develop Student Leaders and Employees: ASI recognizes the value of investing in the development of its student leaders and employees and provides opportunities that facilitate and enhance this professional growth.

Embrace and Pursue Innovation: ASI recognizes the value of positive change and continually examines opportunities to implement innovative strategies and resources.

## Vision Statement

ASI strives to improve, diversify, and expand our leadership and professional development opportunities, programs, and services to enhance student life and the Titan Experience.

## Enhance Student Leader and Student Employee Development and Success

### Objectives:

- Refine and enhance models that continually expand cultural competencies in ASI programs and services.
- Develop and implement a model of comprehensive personal and professional development for student leaders and student employees.
- Develop an intentional and targeted recruitment strategy to ensure diverse student population involved in ASI.
- Implement and support models that enhance student leader's academic success.

### Strategies:

1. Examine and assess current cultural competency practices and knowledge.
2. Empower students with tools for advocacy to voice their concerns.
3. Continue to refine programs that promote civic and democratic engagement, global learning, and social responsibility.
4. Develop and implement a mental health resources campaign in collaboration with campus partners.
5. Increase professional development opportunities for students.
6. Promote leadership opportunities to clubs and organizations through student involvement and engagement.
7. Administer academic assessments for student leaders twice per semester.
8. Develop and implement cross-campus collaborations with academic support centers for student leaders and student employees.

## **Advance Organizational Excellence**

### **Objectives:**

- Develop and implement a model that utilizes assessments and data-based evidence to implement organizational improvements.
- Create and maintain sound corporate practices that lead to long-term financial stability.
- Continue to improve transition and on-boarding models.
- Assess, adjust, and enhance the effectiveness of current internal communication to improve cohesion within the organization.
- Advance to current campus technology systems and tools and remain current with evolving technology demands.

### **Strategies:**

1. Identify organizational areas for intentional growth and develop a plan to achieve improvement in these areas.
2. Create and implement department specific employee exit surveys in an effort to identify current strengths and opportunities for improvement.
3. Identify and provide professional development opportunities.
4. Establish and implement benchmarks to increase program and services outcomes.
5. Assess the effectiveness and impact of ASI programs based on data-driven and participant feedback.
6. Assess current internal communication channels to determine reach and effectiveness.
7. Research and implement a follower-based communication platform to increase organizational communication and buy-in.
8. Explore and implement organizational and educational technology.

## **Strengthening Community**

### **Objectives:**

- Strengthen ASI student leader and employee relationships.
- Enhance and provide opportunities for interactions, collaborations, and sharing information with the Titan community.
- Contribute to the model of the Titan Experience by refining ASI programs and services to increase student participation.
- Increase opportunities to support students through advocacy and partnerships.
- Develop campus partnerships to enhance ASI programs and services.
- Develop meaningful collaborations within the surrounding Fullerton area.

### **Strategies:**

1. Develop and implement a student employee recognition program.
2. Refine and improve the professional employee recognition program.
3. Create and implement opportunities for student leaders and student employees to engage in discussions.
4. Create and implement professional development events for student leaders and professional employees to unite, network, and identify opportunities for collaboration.
5. Research and implement a shared calendar with events happening within ASI.
6. More effectively leverage technology and creative solutions to share pertinent and timely information and explore interpersonal communications.
7. Strategically identify opportunities for cross campus collaboration.
8. Continue to develop and enhance opportunities for campus and surrounding Fullerton area collaborations.

## Mission Statement

ASI serves, empowers, and engages California State University, Fullerton students.

Examples:

- Serves
  - Student advocacy
    - On campus
    - Local, state, and federal level
  - Programming
  - Funding to students and student organizations
  - Camp Titan
  - Farmers' Market
  - Mobile Food Pantry
  - Student leaders (shared governance)
  - Children's Center
  - TSU
    - Accounting
    - College legal clinic
    - Info & Services
    - LPD
    - Marketing & Design
    - TBB
    - UCC
    - Operations
    - BE
    - Office and locker space
  - SRC
    - Drop-in fitness classes
    - F45
    - Intramural sports
    - Titan outdoors
    - Rock wall
    - Learn to swim
    - Titan youth summer camp
- Empowers
  - Students and student leaders (their voice)
  - Student employees
  - Programming
    - Titan Pride
      - Productions, Street Team, TTF
      - AICA
    - Roundtables
    - Town Halls
    - Resolutions
  - Student scholarships
  - Research grants
  - Student personal and professional development
    - Trainings
    - Advising
    - Travel for conferences
- Engages
  - Internal ASI community
  - Students at CSU Fullerton
  - Campus community (faculty and staff)
  - Surrounding Fullerton community
  - CSU community

# **ASI Strategic Plan 2020 – 2025**

NOVEMBER 2019

# ASI Values

## SERVANT LEADERSHIP

ASI cultivates a culture based on transformational student development and a focus on the growth and well-being of all California State University, Fullerton students.

## DIVERSITY, EQUITY, AND INCLUSION

ASI is committed to cultivating rich diversity and increasing culturally proficient and equity-minded students and staff by identifying barriers that inhibit student success and supporting efforts to remove them.

## BUILD AND DEVELOP STUDENT LEADERS AND EMPLOYEES

ASI recognizes the value of investing in the development of its student leaders and employees and provides opportunities that facilitate and enhance this professional growth.

## EMBRACE AND PURSUE INNOVATION

ASI recognizes the value of positive change and continually examines opportunities to implement innovative strategies and resources.



# **ASI VISION STATEMENT**

ASI strives to improve, diversify, and expand our leadership and professional development opportunities, programs, and services to enhance student life and the Titan Experience.

# **Enhance Student Leader and Student Employee Development and Success**

## Objectives:

- Refine and enhance models that continually expand cultural competencies in ASI programs and services.
- Develop and implement a model of comprehensive personal and professional development for student leaders and student employees.
- Develop an intentional and targeted recruitment strategy to ensure diverse student population involved in ASI.
- Implement and support models that enhance student leader's academic success.

# **Enhance Student Leader and Student Employee Development and Success**

## Strategies:

1. Examine and assess current cultural competency practices and knowledge.
2. Empower students with tools for advocacy to voice their concerns.
3. Continue to refine programs that promote civic and democratic engagement, global learning, and social responsibility.
4. Develop and implement a mental health resources campaign in collaboration with campus partners.
5. Increase professional development opportunities for students.
6. Promote leadership opportunities to clubs and organizations through student involvement and engagement.
7. Administer academic assessments for student leaders twice per semester.
8. Develop and implement cross-campus collaborations with academic support centers for student leaders and student employees.



# Advance Organizational Excellence

## Objectives:

- Develop and implement a model that utilizes assessments and data-based evidence to implement organizational improvements.
- Create and maintain sound corporate practices that lead to long-term financial stability.
- Continue to improve transition and on-boarding models.
- Assess, adjust, and enhance the effectiveness of current internal communication to improve cohesion within the organization.
- Advance to current campus technology systems and tools and remain current with evolving technology demands.

# Advance Organizational Excellence

## Strategies:

1. Identify organizational areas for intentional growth and develop a plan to achieve improvement in these areas.
2. Create and implement department specific employee exit surveys in an effort to identify current strengths and opportunities for improvement.
3. Identify and provide professional development opportunities.
4. Establish and implement benchmarks to increase program and services outcomes.
5. Assess the effectiveness and impact of ASI programs based on data-driven and participant feedback.
6. Assess current internal communication channels to determine reach and effectiveness.
7. Research and implement a follower-based communication platform to increase organizational communication and buy-in.
8. Explore and implement organizational and educational technology.

# Strengthening Community

## Objectives:

- Strengthen ASI student leader and employee relationships.
- Enhance and provide opportunities for interactions, collaborations, and sharing information with the Titan community.
- Contribute to the model of the Titan Experience by refining ASI programs and services to increase student participation.
- Increase opportunities to support students through advocacy and partnerships.
- Develop campus partnerships to enhance ASI programs and services.
- Develop meaningful collaborations within the surrounding Fullerton area.

# Strengthening Community

## Strategies:

1. Develop and implement a student employee recognition program.
2. Refine and improve the professional employee recognition program.
3. Create and implement opportunities for student leaders and student employees to engage in discussions.
4. Create and implement professional development events for student leaders and professional employees to unite, network, and identify opportunities for collaboration.
5. Research and implement a shared calendar with events happening within ASI.
6. More effectively leverage technology and creative solutions to share pertinent and timely information and explore interpersonal communications.
7. Strategically identify opportunities for cross campus collaboration.
8. Continue to develop and enhance opportunities for campus and surrounding Fullerton area collaborations.



# **UPDATED ASI MISSION STATEMENT**

ASI serves, empowers, and engages California State University, Fullerton students.



# STRATEGIC 2020-25 PLAN

ASSOCIATED STUDENTS INC., CSUF



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## Vision Statement

ASI strives to improve, diversify, and expand our leadership and professional development opportunities, programs, and services to enhance student life and the Titan Experience.

## Values

### **SERVANT LEADERSHIP:**

ASI cultivates a culture based on transformational student development and a focus on the growth and well-being of all California State University, Fullerton students.

### **DIVERSITY, EQUITY, AND INCLUSION:**

ASI is committed to cultivating rich diversity and increasing culturally proficient and equity-minded students and staff by identifying barriers that inhibit student success and supporting efforts to remove them.

### **BUILD AND DEVELOP STUDENT LEADERS AND EMPLOYEES:**

ASI recognizes the value of investing in the development of its student leaders and employees and provides opportunities that facilitate and enhance this professional growth.

### **EMBRACE AND PURSUE INNOVATION:**

ASI recognizes the value of positive change and continually examines opportunities to implement innovative strategies and resources.



# Enhance Student Leader and Student Employee Development and Success

## OBJECTIVES:

- Refine and enhance models that continually expand cultural competencies in ASI programs and services.
- Develop and implement a model of comprehensive personal and professional development for student leaders and student employees.
- Develop an intentional and targeted recruitment strategy to ensure diverse student population involved in ASI.
- Implement and support models that enhance student leader's academic success.

## STRATEGIES:

1. Examine and assess current cultural competency practices and knowledge.
2. Empower students with tools for advocacy to voice their concerns.
3. Continue to refine programs that promote civic and democratic engagement, global learning, and social responsibility.
4. Develop and implement a mental health resources campaign in collaboration with campus partners.
5. Increase professional development opportunities for students.
6. Promote leadership opportunities to clubs and organizations through student involvement and engagement.
7. Administer academic assessments for student leaders twice per semester.
8. Develop and implement cross-campus collaborations with academic support centers for student leaders and student employees.

# Advance Organizational Excellence

## OBJECTIVES:

- Develop and implement a model that utilizes assessments and data-based evidence to implement organizational improvements.
- Create and maintain sound corporate practices that lead to long-term financial stability.
- Continue to improve transition and on-boarding models.
- Assess, adjust, and enhance the effectiveness of current internal communication to improve cohesion within the organization.
- Advance to current campus technology systems and tools and remain current with evolving technology demands.

## STRATEGIES:

1. Identify organizational areas for intentional growth and develop a plan to achieve improvement in these areas.
2. Create and implement department specific employee exit surveys in an effort to identify current strengths and opportunities for improvement.
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8. Continue to develop and enhance opportunities for campus and surrounding Fullerton area collaborations.

# Mission Statement

ASI serves, empowers, and engages California State University, Fullerton students.

Examples of how ASI fulfills its mission:

## SERVES

- Student advocacy
  - On campus
  - Local, state, and federal level
- Programming
- Funding to students and student organizations
- Camp Titan
- Farmers' Market
- Mobile Food Pantry
- Student leaders (shared governance)
- Children's Center
- TSU
  - Accounting
  - College legal clinic
  - Info & Services
  - LPD
  - Marketing & Design
  - TBB
  - UCC
  - Operations
  - BE
  - Office and locker space
- SRC
  - Drop-in fitness classes
  - F45
  - Intramural sports
  - Titan outdoors
  - Rock wall
  - Learn to swim
  - Titan youth summer camp

## EMPOWERS

- Students and student leaders (their voice)
- Student employees
- Programming
  - Titan Pride
    - Productions, Street Team, TTF
    - AICA
  - Roundtables
  - Town Halls
  - Resolutions
- Student scholarships
- Research grants
- Student personal & professional development
  - Trainings
  - Advising
  - Travel for conferences

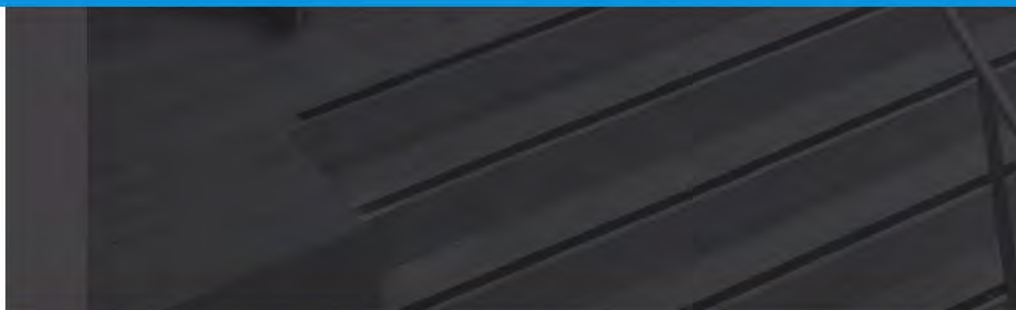
## ENGAGES

- Internal ASI community
- Students at CSU Fullerton
- Campus community (faculty and staff)
- Surrounding Fullerton community
- CSU community



800 N. STATE COLLEGE BLVD.  
TITAN STUDENT UNION  
FULLERTON, CALIFORNIA 92831

[ASI.FULLERTON.EDU](http://ASI.FULLERTON.EDU)



# ASI Resolutions Report

December 3rd, 2019

# An Overview

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- A Resolution in Support of Black Student Success
- A Resolution to Expand Mental Health Resources for Students on Campus
- A Resolution in Support of Undocumented and DACA Students
- A Resolution Supporting CSUF Project Rebound
- A Resolution to Establish A Chief Inclusion and Diversity Officer
- A Resolution in Support of Inclusion and Accessibility for Students with Disabilities
- A Resolution for Native American Recruitment, Retention, and Support
- A Resolution in Support of the LGBTQ Student Life at CSUF
- A Resolution Encouraging CSUF and other educators to explore affordable learning alternatives

# A Resolution in Support of Black Student Success

May 10, 2016

- CSUF's Black Excellence Committee currently meets monthly
- Our university currently follows the strategic enrollment model of the CSU, which provides an advantage to our local service area students
- Outreach & Recruitment utilizes specific efforts to encourage students to apply and increase our overall yield.
  - Kingdom Day Parade
  - VP Saks - Black Alumni Network
  - Phone calls inviting students to Welcome Day + A reception at the close of the day
  - — — ○ Outreach plan developed w/ input from BSU, AARC, and Black Care Excellence group



# A Resolution To Expand Mental Health Resources for Students On Campus

May 9, 2017

- 2 counselor positions were posted this fall and should be hired soon (WARC liaison and Crisis Counselor) w/ 2 more to be posted this January
  - CSUN Oasis Trip w/ Asha, Dave, Keya, CAPS, & TitanWell this summer
  - ASI Wellness Survey (12/2-12/13)
  - ASI Wellness Calendar
-

# A Resolution To Expand Mental Health Resources for Students On Campus

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ASI's  
**Wellness  
Survey** DEC 2 THRU  
DEC 13

Complete our survey for a chance  
to win a Spring 2020 parking permit!



# A Resolution in Support of Undocumented & DACA Students

May 9, 2017

- Provided a response w/ resources for our Undocumented community this past summer
  - Within Student Financial Aid services, there is currently staff trained to assist both undocumented and DACA students; also offering financial aid workshops and working closely w/ TDRC to ensure consistent support
  - ASI Scholarship for Undocumented Students
  - Promotion of legal clinic and UnDocuAlly Training
-

# A Resolution in Support of Undocumented & DACA Students

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## Important Resources for Our Undocumented Community



## Know Your Rights Information

Provided by the  
**Titan Dreamers Resource Center**

Pollak Library South 180, Room 185  
(657) 278-3234 • [tdrc@fullerton.edu](mailto:tdrc@fullerton.edu)

### WHAT TO DO IF ICE COMES TO YOUR DOOR



#### DO NOT OPEN DOORS

ICE cannot come in without a signed warrant by a criminal court judge. They can only come in if you let them.



#### REMAIN SILENT

ICE can use anything you say against you in your immigration case so claim your right to remain silent!

*"Say 'I plead the 5th Amendment' or 'I remain silent'."*



#### DO NOT SIGN

Don't sign anything ICE gives you without talking to an attorney.



#### REPORT & RECORD!

*"Record information: DOJ hotline 1-800-368-5848"*

Take pictures & video unless you're on federal government property.  
Take notes of badge numbers, number of agents, time, type of car and exactly what happened!



#### FIGHT BACK!

Get a trustworthy attorney & explore all options to fight your case. If detained, you may be able to get bail - don't give up hope!  
Join your local team to defend yourself from enforcement!



# A Resolution Supporting CSUF Project Rebound

May 8, 2018

- ASI Scholarship for Formerly Incarcerated Students
  - Project Rebound Open House visit
    - Primary concern: moving to an expanded space to support the 60+ Titans of the Rebound Scholars program
  - Other opportunities for ASI to assist; previously discussed but more actionables to be developed upon meeting with Rebound Scholars president
-



# A Resolution to Establish A Chief Inclusion and Diversity Officer

March 20, 2019

- Small Acts of Activism Campaign
  - Campus Community Needs Meeting
  - 1:1s w/ DSS, Project Rebound, and other communities over summer
  - See Me/See Us Visibility Campaign
  - See Me/See Us Storytelling Event
  - DSS Writing Workshop
  - CRC White Privilege Workshop
  - Affordable Housing
-

# A Resolution in Support of Inclusion and Accessibility for Students With Disabilities

May 7, 2019

- PLN 110 has been opened for our DSS students with 6 computer spaces, as well as a study space. A scanner and CCTV have also been provided for the visually impaired; the space has also been redesigned with a more accessible entryway as well as furniture!
  - Writing Workshop in collaboration with DSS this past semester!
  - Ally Training in development; on track for the requested Fall 2020 release date
-



# A Resolution for Native American Recruitment, Retention, and Support

April 30, 2019

- CSUF Outreach and Recruitment Plan (developed w/ Inter-Tribal Student Council Executive Leadership)
  - Development of a brochure reflective of Native & Indigenous culture to utilize during future outreach efforts
  - Development of a relationship w/ Noli Indian School
  - Phone-A-Thon for Native and Indigenous students planned for January
  - Planned reception for Welcome to CSUF Day for Native and Indigenous students
  - Planned welcome event for students
- In Progress:
  - University Advancement engagement
  - Staff Liaison report from Native American Initiative SoCal Region Meetings

# A Resolution in Support of LGBTQ Student Life at CSUF

March 1, 2016

- CSUF has not completed the campus pride index; currently aiming to have it submitted by December 11th
- Ally training across departments; suggestion of working in collaboration with our academic senate to incentivize & strongly encourage faculty/staff to attend

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# A Resolution Encouraging CSUF and Educators to Consider Exploring Affordable Learning Alternatives

November 10, 2015

- Meeting w/ Dr. Shelli Wynants in October to discuss next semester's Open Education Week
- OpenCI's success
- Connection to the Round Table report

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**December 03, 2019**  
Board of Directors  
Executive Officers Report

**PRESIDENT**  
AARON AGUILAR

Welcome back! I hope each of you enjoyed a restful break away with family and friends and are thrilled to dive back into December for our final few weeks of the decade! Here are a few updates:

- Beginning today, the ASI Wellness Survey is officially up on every Titan's student portal; everyone who participates gets an extraordinary chance at winning a Spring 2020 parking permit! The survey will be gathering information on our campus community's wellness needs up until December 13th, please share this information with your councils, Fullerton friends & family, and don't forget to take it yourself!  
[https://fullerton.qualtrics.com/jfe/form/SV\\_dm51rXrrk4PKMl](https://fullerton.qualtrics.com/jfe/form/SV_dm51rXrrk4PKMl)
- Last week's Alumni Association Board of Directors meeting saw the introduction of an exciting idea to connect alumni with current and future Titans: **the Titan Sophomore/Junior Success Kit**. If fully brought to fruition, this resource would serve as an online digital guide to permanent resources plus links to video series with alumni discussing career opportunities, resume reviews, and more tools for professional development. Following the presentation, there was much discussion on marketing the service through key campus inflection points and gathering feedback on what other tools students would like to see implemented into this resource; I will be sure to keep you all updated!
- CSUF Parking and Transportation is currently working on finalizing an advisory committee meeting for next Thursday, December 12th, with the intention to bring forward student feedback on parking; Jessica and Isaac (the two other students on the committee) as well as myself will be developing an approach to obtain feedback this week; **it would be extremely helpful if you could each ask your councils on any concerns or questions they would like to see addressed**; I will be sure to keep you all updated as the week progresses.
- Right before break, I had the opportunity to (virtually) attend the first meeting of the CSU Student Success Data Analytics program along with a spectacular cohort of other students and staff from across the CSU! This meeting was more of an informative overview but, most notably, **this experience will provide an opportunity to utilize our campus-specific dashboard and examine data to understand the most significant factors affecting the equity gap on our campus and how we can continue to strengthen our efforts in lessening them**; I will be sure to keep you all updated as we continue to meet!

Other than that, I wish you all a wonderful first week of winter; I am always here for anything at all and don't forget to swing by all of the exhilarating events we have occurring this week! From Titans got Talent auditions to a captivating concert as well as a spectacular spoken word competition, be sure to support and even participate yourself!

**VICE PRESIDENT**

MANSI KALRA

*No report***CHIEF CAMPUS RELATIONS OFFICER**

CLAIRE JENKINS

I have only one major thing to report! We will be having our Basic Needs Panel and Doc. Screening NEXT Wednesday from 6-8pm in the titan theater. I encourage you to tell your friends and ICC's, as it should be a great event. Our hope is to inform students more about basic needs state-wide through the doc, and locally through our panelists. Please stop by!

**CHIEF COMMUNICATIONS OFFICER**

ISAAC GONZALEZ

Hello everyone, welcome back from fall break!

I'd like to give a huge thanks to everyone who helped promote the ASI Donation Drive. We collected a total of 398 items during the week – both hygiene products and professional attire! All donations went to our Tuffy's Basic Needs Services Center and they greatly appreciated the donations.

Also, thank you to those who shared the Tuffy's Basic Needs Services Center video that we made with the Communications Commission. It became our Instagram IGTV video with the most engagement. The more students that are aware of the services available to them, the better!

Filming for the next Direct from the Board will be done today (Monday, Dec 2nd). We hope to release the episode by the end of next week. I would greatly appreciate it if you could share it when it releases.

The Community Engagement Commission and I will also be tabling at the Winter Market in Down Town Fullerton this Saturday. It will be a great time with the Fullerton community and you are all invited to join us! If interested, feel free to let me or Jenny Jaramillo ([asicec@fullerton.edu](mailto:asicec@fullerton.edu)) know.

**CHIEF GOVERNMENTAL OFFICER**

TORI HUST

Hi Everyone! I hope that your breaks were amazing and that you got plenty of rest for the busy weeks ahead.

Lobby Corps:

- Last meeting will be held this Wednesday, December 4th from 4-5pm in TSU Gabrielino.
- We have been busy preparing for the Public Service Resource Fair that is taking place this Thursday! Please come out to support, and learn about opportunities in public service that are available in Orange County. December 5th from 11:30am-2:00pm in the TSU Pavilions. Please spread the word to as many people as you can!

- We held a Debate Watch Party prior to the break, which turned out to be very successful. Many students were in attendance, and those who were studying on the Grand Staircase joined in!

That is all for now. Have an amazing week back!

**CHIEF INCLUSION & DIVERSITY OFFICER**  
MONICA MORALES-GARCIA

Welcome back everyone!

Because last week was break this report is slim. However, please invite others to the collaborative event between SJEC and the CRC, White Privilege in the Latinx Community Tuesday, 12/3 @ 1-3:30pm



# BOARD OF DIRECTORS

CALIFORNIA STATE UNIVERSITY, FULLERTON™

## CHAIR, VICE CHAIR & TREASURER/SECRETARY REPORT

December 3, 2019

### **Brittany Cook, Treasurer/Secretary:**

Hello all!

I hope you had a wonderful break! It was very much needed for me, and I hope you all were able to enjoy it as well.

- **Finance Committee**
  - There were not enough voting members for quorum, so last meeting (before the break) was cancelled.
  - This week, were including our same topics (striking policy and the Children's Center reserves) and maybe two excess expenditures (over \$5,000) from AICA. It depends on if they are able to send in the additional documentation by the deadline (Monday morning).
- **Executive Senate**
  - We finished up budget orientations last week, and the student leaders asked thoughtful questions and they seem eager to put their very best foot forward in this process. I warms my heart!
  - Despite repeated attempts to contact them, **CSICC** and **NPHC**, did not attend either budget orientation session. I have now contacted them by their personal/student emails, and hopefully I will get a response or else we may have to move forward with freezing their remaining funds. I will also try to visit one of their meetings if it works with my schedule. To be continued!

We have 2 more weeks of school left! Hang in there, and during these crunch weeks: focus on yourself as a student. It's okay to take off your ASI hat for a little while!

Take care!  
Brittany

### **Maria Linares, Vice Chair/Secretary:**

*Greetings ASI,*

*I hope you all enjoyed your Fall break. Welcome back!*

#### **Governance**

◆ At the last meeting, we approved the ASI Strategic Plan and ASI Policy Concerning Elections. Both will be coming to the Board of Directors for final approval. Reminder that Thursday, December 5<sup>th</sup> is our last Governance meeting and we won't be meeting again until Spring 2020.

#### **Meetings/Events attended:**

- CSU Board of Trustees meeting 11/20
  - Voting for Quantitative Reasoning proposal was moved to January 2020
  - There was a policy update on how executives are compensated. The new policy would allow CSU trustees to use the performance reviews of CSU Presidents as a factor in determining how much executives make
- Search for the Next Trustee presentation by Juan Garcia
- National Conference on Student Leadership in Orlando, Florida 11/22-11/24
  - Some of the topics included: building trust and why people have trust issues, leading with passion, mastering communication, understanding mental health, monitoring emotions and engaging in self-care, and decolonizing what mental health looks like. I highly recommend this conference, especially for those who are in leadership positions and overseeing a group of people. I learned a lot about myself and how I deal with my own mental health.

**Informational:**

- If your office hours will change for Spring 2020 please send those ASAP to [asclerical@fullerton.edu](mailto:asclerical@fullerton.edu) and please also update your Outlook calendars
- We grade ASI scholarships again during Spring 2020. Please reach out to Mansi for feedback. Some directors contacted me for help and guidance during grading. I was very happy to help and would do it again 😊 but your feedback would help Mansi know what should be done differently. Please email her soon so she can have enough time to prepare for the next round of ASI scholarships, as they will come quickly. I want you all to feel prepared and supported when we grade again. All the feedback would also help future directors during grading.

Have a wonderful rest of your week! See you all at 1:15 pm at our Board of Directors meeting.

***Maria***

**Lorren Baker, Board Chair:**

Hello Titans,

I hope you had a relaxing break and took time to prepare for the last weeks of school. Don't forget to update your calendar for next semester. Please let me know if there's anything you'd like to see in the winter retreat, or anything you hope us to work on as a team. Doug and I would like to do a breakfast with the boards, but let me know if you have any other ideas.

Best,  
Lorren