





Minutes

Governance Committee

 Thu August 26th, 2021

 2:30pm - 3:45pm PDT

 ASI Boardroom - Titan Student Union

In Attendance

1. **Call to Order**

Alison Sanchez, Chair, called the meeting to order at 2:32 p.m.

2. **Roll Call**

Members Present: Aquino, Sanchez, San Gabriel, Shah, Velazquez

Members Absent: None

Liaisons Present: Chammas, Nettles

Liaisons Absent: None

According to the ASI Policy Concerning Board of Directors Operations, attendance is defined as being present prior to the announcement of Unfinished Business and remaining until the scheduled end of the meeting.

* Indicates that the member was in attendance prior to the start of Unfinished Business, but left before the scheduled ending of the meeting.

** Indicates that the member was in attendance for a portion of the meeting, but not in attendance prior to the announcement of Unfinished Business.

3. **Approval of Agenda**

Decision: (San Gabriel-m/Aquino-s) A motion and second was made to approve the agenda by unanimous consent.

4. **Approval of Minutes**

None

5. **Public Speakers**

Members of the public may address Governance Committee members on any item appearing on this posted agenda or matters impacting students.

None

6. **Reports**

a. **Chair**

Sanchez provided a written report. The report is an attachment to the minutes.

b. **Director, Student Government**

Nettles provided a written report. The report is an attachment to the minutes.

7. **Unfinished Business**

None

8. **New Business**

a. **Discussion: Review of Roles and Responsibilities**

The committee will discuss the roles and responsibilities of the Governance Committee and goals for the year.

Sanchez yielded to Nettles.

Nettles reviewed the roles and responsibilities for the Governance Committee and then talked to the students about the goals for the year. A written presentation is attached to the minutes.

Sanchez opened the floor for discussion.

Aquino indicated that a goal for the committee should be to fill the board of directors vacancies and make sure the retention is high.

b. **Discussion: Outreach for Vacant BOD Positions**

The committee will discuss the outreach plan for vacant Board of Director positions.

Sanchez yielded to Nettles.

Nettles reviewed the proposed outreach plan to fill the vacant Board of Director positions.

The vacant positions are:

- College of Communications
- College of Education
- College of Engineering Computer Science

Sanchez opened the floor for discussion.

Sanchez proposed talking to friends in the vacant colleges and to speak to the college deans for assistance.

Aquino proposed contacting the ICC for each college.

Sanchez asked if people on the ICC can also serve on BOD. Nettles confirmed that ICC leaders are unable to also serve as a Board Director.

Shah proposed doing outreach for the vacancies at DiscoverFest.

Nettles proposed the committee having a zoom room at Discover Fest.

San Gabriel proposed making it a point to tell students specifically what BOD is and what they do. Proposed having a table at DiscoverFest.

Aquino asked what are the specific requirements for BOD.

Nettles answered you must have finished a semester at CSUF and be enrolled in perspective college. College of Education Director candidates can include student members of the ICC/club, with proof of membership.

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

None

10. **Adjournment**

Alison Sanchez, Chair, adjourned the meeting at 2:55 p.m.



Alison Sanchez, Board Vice Chair



Imani Cooper, Recording Secretary

Roll Call 2021-2022

08/26/2021 Governance Committee Roll Call

Attendance	Board Members			
			Present	Absent
ARTS	AQUINO	RAMON	1	
NSM	SHAH	NAMAN	1	
HSS	SAN GABRIEL	HANNAH	1	
HSS	VELAZQUEZ	DAVID	1	
CHAIR/VICE CHAIR	SANCHEZ	ALISON	1	
			Present	Absent
			5	0

Attendance	Liaisons			
			Present	Absent
CHAIR (CBE)	CHAMMAS	MARY	1	
DIR SG	NETTLES	ASHA	1	
			Present	Absent
			2	0

*Recording Secretary: Imani Cooper

GOVERNANCE CHAIR REPORT

August 26, 2021

Alison Sanchez, Chair:

Hi everyone,

I hope you had a good first week of classes, I'm so excited to work with you all this year!

- If you have not been added to the Governance GroupMe chat, please let me know so I can add you.
- Please, keep an eye out on your emails. I will be setting up one-on-one meetings with you soon to discuss your goals for the year.

Meetings Attended:

- Summer trainings
- One-on-one meeting with Asha to discuss role as Vice Chair.
- One-on-one meeting with Carol to discuss Audit Committee meeting.
- Audit Committee Meeting.

If you have any questions or need help with anything, please let me know.

Thank you,
Alison Sanchez

To: ASI Governance Committee
From: Asha Nettles, Director of Student Government
Date: Thursday, August 26, 2021

Governance Committee Planning:

- Support in outreach and recruitment for vacant student leadership positions
- Understanding of the role of policies in our work as an organization

Announcements:

- **ASI Research Grants:** Applications open now and due October 29, 2021 at 5pm
 - Application: <https://asi.fullerton.edu/services#Grants>
 - Info Packet : https://asi.fullerton.edu/wp-content/uploads/asi_research_grants_20212022_application_information_sheet.pdf
- **ASI Scholarships:** Applications open now and due October 8, 2021 at 4pm
 - Application: <https://asicsuf.wufoo.com/forms/asi-fall-2021-scholarships/>

ASI Involvement Opportunities

- **Instructionally Related Activities Fee (IRA) Committee:** The IRA Committee provides funding for educational experiences and activities directly related to courses offered at CSUF. Associated Students, CSUF, Inc. administers the IRA fee and provides support to faculty, staff, advisors, and students who participate in courses that benefit from this fee. Every year, the IRA Committee accepts funding proposals and submits a proposed budget to the University President under which IRA funds are utilized. This Committee is chaired by the ASI President or designee, and is composed of one student and one faculty member from each college, and three non-voting ex-officio members. Students will enjoy learning about the variety of high-impact, high student engagement classes that are offered on campus and help make decisions as to which of those classes are funding with IRA funds. The IRA Committee meets a couple times in the fall and a few times in the spring to consider funding requests any other IRA related requests.
 - Interest Form: <https://asicsuf.wufoo.com/forms/ira-committee-student-representatives-202122/>
- **Student Representatives on Academic Senate Committee:** ASI is looking for student representatives to serve on a number of Academic Senate and University-Wide Committees. Serving as a student representative on a committee is essential to providing the student voice in the process of shared governance between students, faculty, administration and staff here at CSUF
 - <https://asicsuf.wufoo.com/forms/student-reps-academic-senate-committee-202122/>
- **Student Fee Committees:** There are two committees responsible for reviewing certain campus based students fees. Student Fee Advisory Committee (SFAC): The Student Fee Advisory Committee is made up of students, faculty, and staff who review proposals for the establishment or adjustment of certain fees as well as periodically reviewing certain existing fees. Following the fee review process, the committee drafts a report to the University President detailing their findings and any recommendations. Student Success Initiative Advisory Committee (SSIFAC): The Student Success Initiative Fee Advisory Committee was created in 2014, with the implementation of the SSI Fee. This committee is made up of students, faculty, and staff who work to ensure accountability and transparency are occurring with SSI funds by reviewing quarterly presentations from SSI-funded areas.
 - Application: <https://asicsuf.wufoo.com/forms/sfac-and-ssifac-interest-form-20212022/>
- **Provost Advisory Committee:** The Provost is looking for students to serve on their Advisory Board. These students would give feedback and student voice to the campus' academic affairs

leadership throughout the year. The collective of the representatives will be diverse in background (first generation, non traditional/traditional, underrepresented students, etc), diverse in entry (starting as a freshman, transferring from another institution) and diverse in campus involvement. The form below will ask you to briefly share your background and campus involvement.

- Application: <https://asicsuf.wufoo.com/forms/csun-provosts-advisory-board-202122/>

GOVERNANCE COMMITTEE:

Roles and Responsibilities





"Make recommendations concerning ASI Policy, these Bylaws, and the Articles of Incorporation to the Board of Directors"



"Make recommendations on vacancy declarations, and interviewing and recommending applicants for vacant Director positions during the academic term"



Starting place for resolutions

- Starting a Project
 - Identification of the Issue
 - Develop a Research Plan
 - Implement a Research Plan
- Share Your Findings
- Decision Making: Resolution?
- The Resolution
- After the Resolution: Action Planning

Responsibilities

The Prudent Person

Such a person ***acts sensibly, does things without serious delay, and takes proper but not excessive precautions.***

The actions of a prudent person in a similar situation are the guide in determining whether an individual's actions were reasonable.





Goals for the Year?