

Associated Students Inc.



## Governance Committee

Thu Oct 5, 2023 2:30 PM - 3:45 PM PDT

### 1. Call to Order

Aida Aryan called the meeting to order at 2:32 pm

### 2. Roll Call

Members Present: Aryan, Ayala, Furtado, S. Morales

Members Absent: Ramirez-Rivera (E)

Liaisons Present: Awadalla, Hesgard, Rubio

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.

**(Ayala-m/ Morales S.-s) Ramirez-Rivera was excused due to a personal emergency**

### 3. Approval of Agenda

**(Furtado-m / Morales S.-s) The motion to approve the agenda was adopted by unanimous consent**

### 4. Approval of Minutes

a. 9/21/23 Governance Committee Meeting Minutes

**(Ayala-m / Morales, S.-s) The motion to approve the 9/21/23 meeting minutes was adopted by unanimous consent**

## 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

Aida Aryan, chair asked that members review the meeting agenda prior to attending committee meetings and encourage interested students to join the meeting and participate during the Public Speakers segment.

There are still two vacancies for the College of Education directorship. Committee members are encouraged to continue outreach efforts to fill the vacancies.

### b. Director, Student Government

Hesgard encouraged members to participate in the Women's Soccer tailgate this afternoon. The tailgate will take place at Tuffy Lawn. Next week a tailgate will be held to support men's soccer.

ASI Community Chat will take place October 12th at the Grand Stairs.

## 7. Unfinished Business

### a. None

## 8. New Business

### a. Action: Resolution Approving Changes to Policy Concerning Research Grants *The Committee will consider approving changes to the policy concerning Research Grants.*

**GOV 003 23/24 (Furtado-m /Ayala-s) A motion and second was made to approve the Resolution to approve the policy concerning Research Grants**

Susan Collins, Assistant Director of Corporate Affairs presented information about ASI's Research Grants.

\*Last year we received 21 applications. 14 of these applications were from undergrad students and 7 graduate students.

\*ASI operates with a Research Grants annual budget of \$25, 0000. Last year, ASI received requests totaling \$39,406.

\* Based on a recommendation from the Office of Research and Sponsored projects, the minimum GPA will remain at 2.0 for undergrad students and and 3.0 GPA for grad students.

Aryan, chair, opened the floor to questions. There were none.

**GOV 003 23/24 Roll Call Vote 4-0-0 The Resolution Approving the Changes to ASI Rearch Grants was adopted.**

**b. Discussion: Resolution Amending ASI Bylaws**

*The Committee will review and discuss amending ASI Bylaws.*

Aryan yielded to Collins to review the resolution and amendments to the ASI Bylaws. Collins reminded the Committee that the proposed changes were reviewed at an earlier meeting. She further informed the Committee that ASI staff will be reviewing the proposed changes to ensure all required and necessary revisions are addressed. The item will be reviewed with the Committee in November or early Spring.

Aryan opened the floor to questions. There were none.

**c. Discussion: Resolution Approving Changes to Policy Concerning Board of Directors Operations**

*The Committee will discuss approving changes to the policy concerning Board of Directors Operations.*

Aryan yielded to Collins. She informed the Committee that changes to the Policy Concerning Board of Directors Operations will align with changes to Bylaws and will be reviewed once ASI Administration has concluded their review of the policy. The presentation will continue in November or in early Spring.

\* Committee members are encouraged to review the information and prepare to make recommendations.

Aryan, chair, opened the floor to questions. There were none.

**d. Discussion: Resolution Approving Changes to Policy Concerning Investments and Reserves**

*The Committee will discuss approving changes to the policy concerning Investment and Reserves.*

Aryan yielded the floor to Collins to review the changes. Collins informed the Committee that there are recommended system-wide best practices for auxiliary investments and reserves management. ASI administration is reviewing the recommendations to ensure ASI's Policy conforms.

\* The discussion will be reintroduced in November.

Aryan opened the floor to questions:

\* Awadalla asked what ASI investments in. Collins pointed out the clause in the policy referring to socially conscious investment strategy. She further responded that

the CSU directs the investments guidelines for auxiliaries, and the AOA provided a recent best practice guide. ASI works with an investment firm and follows socially responsible investments.

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

Aryan, reminded the Committee that a tailgate event is taking place tonight. Members are invited to support Women's soccer.


Seven Leaves fundraiser is taking place today.

Aryan will continue to schedule on-on-ones.

Members are encouraged to read documents before attending the Governance Committee meetings.

**10. Adjournment**

Aida Aryan, Chair adjourned the meeting at 2:56 pm

  
ASI Board Vice Chair (Oct 19, 2023 15:38 PDT)

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Aida Aryan, Chair



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Erika Perret-Martinez, Recording Secretary

## Roll Call 2023-2024

10/05/2023 GOVERNANCE Committee Roll Call

Attendance	Board Members			
			Present	Absent
CHAIR/VICE CHAIR/ HHD	ARYAN	AIDA	1	
ECS	AYALA	JONATHAN	1	
NSM	FURTADO	NIC	1	
CBE	MORALES	SUZETTE	1	
HHD	RAMIREZ-RIVERA	ANDREA		1
			Present	Absent
			4	1

Attendance	Liaisons			
			Present	Absent
ASI BOD PRES	AWADALLA	MAYSEM	1	
DIR STU GOVT	HESGARD	REBECCA	1	
ASI CHAIR DESIGNEE *	RUBIO	BRIAN	1	
			Present	Absent
			3	0

\*Recording Secretary: Erika Perret-Martinez

Pres Designee: Zavalkov

Chair Designee: Rubio

**QUORUM 4**

Roll Call Votes	003 Resolution Policy Concerning Research Grants			
ECS	AYALA	JONATHAN	1	
NSM	FURTADO	NIC	1	
CBE	MORALES	SUZETTE	1	
HHD	RAMIREZ-RIVERA	ANDREA		
CHAIR/VICE CHAIR/HHD	ARYAN	AIDA	1	
			Yes	No
			4	0
				Abstain
				0

**Majority 3**









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Final Audit Report

2023-10-19

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**CALIFORNIA STATE UNIVERSITY, FULLERTON™**

**A RESOLUTION TO AMEND ASI POLICY CONCERNING ASI RESEARCH GRANTS**

**Sponsor:** Aida Aryan

**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 corporate policy provides guidance for how ASI works to achieve the mission and goals of the organization; and

**WHEREAS**, ASI has long held as part of its mission statement to provide support for students and achieves this mission through offering research grant opportunities for current and continuing undergraduate and graduate students of Cal State Fullerton; and

**WHEREAS**, a review of the policy identified the need to address the structure of the application and review process and the rules and guidelines related to research grant funding for students; therefore let it be

**RESOLVED**, ASI approves the amendments to the Policy Concerning ASI Research Grants; and let it be finally

**RESOLVED**, that this resolution be distributed to the ASI Executive Director, CSUF Office of Research and Sponsored Projects, and applicable ASI departments for appropriate action.

Adopted by the Board of Directors of the Associated Students Inc., California State University, Fullerton on the TBD day of October in the year two thousand and twenty-three.

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Ashley Zazueta  
Chair, Board of Directors

Gavin Ong  
Secretary, Board of Directors

# POLICY CONCERNING ASI RESEARCH GRANTS

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## PURPOSE

The purpose of this policy is to provide guidelines for the administration of the Associated Students, Inc. (ASI) Research Grants. The ASI Research Grants are available to California State University Fullerton (Cal StateSU Fullerton) graduate and undergraduate students from all fields of study involved in supervised research. The ASI Research Grants are administered by ASI [Leader and Program Development](#) [Corporate Affairs](#). The application process begins during the Fall semester and the recipients of the grant are notified by the first week of the Spring semester.

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## WHO SHOULD KNOW THIS POLICY

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| <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Budget Area Administrators</li> <li><input checked="" type="checkbox"/> Management Personnel</li> <li><input type="checkbox"/> Supervisors</li> <li><input checked="" type="checkbox"/> Elected/Appointed Officers</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Volunteers</li> <li><input checked="" type="checkbox"/> Grant Recipients</li> <li><input checked="" type="checkbox"/> Staff</li> <li><input checked="" type="checkbox"/> Students</li> </ul> |
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## DEFINITIONS

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

Terms	Definitions
<b>Consumable items</b>	Materials or products, which will be exhausted during the research process
<b>Non-consumable items</b>	Items determined to have a useful life extending longer than one year



## STANDARDS

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### REQUIREMENTS

The ASI Board of Directors established the ASI Student Research Grant program to support the academic research and creative activities of undergraduate and graduate students seeking a degree at CSUF. Grants are awarded in the fall for research being done in the spring semester. ASI does not provide funding to support faculty or staff research.

### REVIEW

The ASI Research Grant Committee reviews all completed/submitted research grant proposals annually<sup>[CS1]</sup>.

#### 1. FUNDING

The maximum Research Grant allocation is \$2,500 per award, per applicant, unless otherwise recommended otherwise by the Research Grant Committee and approved by the ASI Board of Directors. The amount allocated for each Research Grant request will be determined by the Research Grant Committee.

Funds are awarded in increments of \$50.00.

ASI does not fund the costs of printing thesis, telephone calls, lodging in a private/rental home, conference travel or research/lab assistant wages.

### ELIGIBILITY

Applicants must be enrolled for the fall and spring semesters as degree-seeking Cal State Fullerton students.

Awards allocated in the fall are for spring research projects. Retroactive funding is not allowed.

To be considered for funding:

- a. Undergraduate applicants must have a cumulative GPA of 2.0 or higher and have at least a 2.0 GPA for the fall semester.
- b. Graduate applicants must have a GPA of 3.0 and be in good academic standing.  
—Applicants who received research grant funding in the prior year must have submitted the required ASI Student Research Grant Compliance Report.

#### 4. PROCESS

An extensive, one-time Research Grant application form is available in ASI Leader and Program Development through the link provided on the ASI website and through the application portal by approximately mid-October of each academic year. Academic research grants cover fall and the spring semesters.

~~Before submission to the ASI Research Grant Committee[cs2], all Research Grant Applications shall be submitted by the applicant to any applicable CSUF offices on committees as a part of the established research procedures on campus, reviewed and approved by the college Department Chair and Faculty Advisor of the student applicant.[cs3]~~

ASI will provide funds for consumable and non-consumable items used during the research process, as approved by the Research Grant Committee. Consumable items are materials or products, which will be exhausted during the research process. Non-consumable items are those items determined to have a useful life extending longer than one year. Non-consumable items must be returned to the grant recipient's departmental office after the research is complete, but no later than June 30th of the academic year in which the research grant is awarded, and must be made available to students by said departments. Non-consumables need to be directly relevant to the research and not presently available through the university.

All Research Grant Funds must be spent during the academic year in which the Research Grant is awarded. Research Grant expense receipts MUST be submitted BEFORE the end of the academic year. An academic year begins on July 1st and ends on June 30th.

~~The maximum Research Grant allocation is \$2,500 unless recommended otherwise by the Research Grant Committee and approved by the ASI Board of Directors. The amount allocated for each Research Grant request will be determined by the Research Grant Committee.~~

## **2. COMMITTEE COMPOSITION**

The ASI Research Grant Committee shall be composed of ~~nine~~ TBD members. ~~One of the~~ The Committee members must include ~~be~~ a CSUF faculty member holding a doctoral degree, specializing in undergraduate and/or graduate research. The remaining members shall be students. Each College shall be represented by the chair or designee of its respective inter-club council.[cs4] The ASI ~~Executive~~ Vice President shall chair the Research Grant Committee.

ASI shall work with the Office of Sponsored Projects and Research to review and recommend applicants for grant funding.

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**DATE APPROVED: 04/03/2018**

**DATE REVISED: 10/XX/2023**