



**MEETING MINUTES  
August 23, 2017**

**CALL TO ORDER**

Jared Hill, TSC Board of Trustees Chair, called the meeting to order at 1:30pm  
**Welcome back**

**ROLL CALL**

Members Present: Achatz, Ayala, Davis, Gerboc, Gwaltney, Hesgard, Hill, Hust, Jakel, La, Mendes, Vigil

Members Absent: Wolfe

Officers Present: Allen, Badal, Collins, Fehrn, Martin, Tapper

Officers absent: Scialdone

\*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.]

**APPROVAL OF AGENDA**

The agenda was approved as presented.

**APPROVAL OF MINUTES**

The minutes from the 06/01/2017 Special Meeting were approved as presented. (Ayala-m/Gwaltney-s)

**PUBLIC SPEAKERS**

Drew Wiley, Director for Leader and Program Development introduced two new employees in the L&PD team. Austin Ysais, is a new Coordinator overseeing the programming groups, ASI Production, Street Team, Titan Tusk Force and Association for Intercultural Awareness. Dennis Ramos, Grad Assistant. First classes in Higher Ed program at CSUF. Austin shared that he comes from Cal State University, Northridge, where he served as Program Coordinator. He is happy to be on the CSUF campus and is looking forward to a great year. Dennis Ramos shared that he comes from Arizona State where he completed his undergrad work and worked in Student Affairs. He is excited to join the team.

**UNFINISHED BUSINESS**

None

**REPORTS**

**a. Chair**

Jared Hill shared that he is excited to serve as Chair for TSCBOT and he is in his fourth year in ASI. He further shared that he completed an internship through the CSU DC program over summer. Looking forward to getting back into the swing of things. It was a great summer. Looking forward to working with new Student Leaders. Hill thanked Wiley for a great summer student leader retreat.

- b. Vice Chair for Facilities & Operations** Austin Mendes shared that he is excited to serve as chair for the Facilities and Operations Committee this year. Next week's meeting the committee will be talking about proposals and goals. Hoping to have all on committee to write a proposal and work it through the entire process.
- c. Vice Chair for Marketing & Outreach** Tori Hust, shared her excitement to serve as Vice Chair Marketing and Outreach. She reminded the Board about Discoverfest coming in the next week. She shared they will be tabling and handing out the BOT promo basketballs.
- d. Vice Chair for Programs & Services** Rebecca Hesgard, Vice Chair Programs & Services shared that next week is the committee's first meeting and they will be going over committee structure and goals. She shared that the summer retreat in Long Beach was great.
- e. ASI Associate Executive Director** Keya Allen shared that she is excited to start the new semester. She shared that there are a few things happening in building, including in the Pavilions courtyard there is a new platform for the Wooley Mammoth fossil which was donated by a private collector. She shared that we are not sure how old the bones are and they are estimating approximately 10,000 yrs. She mentioned that Dave is most excited about the Wooley Mammoth... The addition to the TSU will be a tourist attraction and will bring the building up to different level in artwork. Allen shared that the artwork approved and purchased by the Board last year is being installed throughout the building. Also, video security cameras have been installed in the expansion area. The fall semester calendar has been distributed and also the LaunchPad, Student Roles Guidebook has been distributed. The Starbucks buildout is moving forward, looks like they are ahead of schedule. All Day ASI event will be held 9/28, and will be a highlight for the Corporation. Several components involving all Board/Student leaders.
- f. ASI Board of Directors Chair** Nick Jakel, Chair ASI BOD. First Board meeting was held yesterday. Dr. Vigil, SL&L gave great presentation on the upcoming events for Student Life & Leadership. He shared a written report will be provided.
- g. ASI President** No Report.

**TIME CERTAIN**

Dr. Dave Edwards, ASI Executive Director, introduced himself to the Board and shared that he is excited to have everyone back and to see returning leaders and new faces. Edwards informed the trustees that there are a number of people on campus and within ASI to help them achieve success. Also to be aware that they will be exposed to big picture programs and projects, which will help them to be better positioned for success in school and in future employment endeavors. He shared that many of the people that are here to help are sitting around the board room including folks on campus and in ASI. Staff and faculty are here to help students. Edwards encouraged students to reach out, request to meet, communicate by email anytime there are questions in regards to ASI or their education. Edwards shared that he is no longer serving on the BOT, reconfiguring of staff assignments, it makes more sense for you to have the staff team and the Associate Executive Director here to advise. However he will be present if/when needed. He wished the Board wild success and shared that he is super pumped about the Wooley Mammoth fossil coming to the TSU, and also, really excited Starbucks opening next month. Have a great year!

**NEW BUSINESS**

- a. Information: Welcome from the Chair** Jared Hill, Titan Student Centers includes the TSU, SRC and Irvine Lounge and Fitness Center. Hill shared that the BOT's role is to advocate for students, to find the best ways to use the facilities and to manage the TSC fees responsibly. He is looking forward to working with the Trustees throughout the year.

Hill shared information relating to board room etiquette:

- Parliamentary procedure – when you are ready to speak, you must be recognized by chair. Turn on your mic when called on. Turn off your mic when done.
- Laptop use during the meeting is okay, however, pay attention be respectful when speakers are speaking.
- Bylaw attendance allows for two (2) absences per year. Plan accordingly.
- Hill asked the Board/staff to introduce themselves, to give their name and a highlight from summer.

Hill thanked all and shared that we have a great group of people available to help/support. He further shared general themes and new programs approved last year:

- Coming soon to the TSU, HibachiSan, Pieology, Roscoe’s Famous Deli and Starbucks. Met with SB on track with construction wrapping up by the end of the month.
- Connect with more Students share services and get them involved with ASI.

Working with Student Trustees to implement proposals and engaging faculty board members to get them engaged as well.

**b. Information: Summer Projects Update**

Keya Allen, ASI Associate Executive Director provided an update on ASI summer projects in the TSU.

- Completed external electronic locks throughout the TSU.
- Replaced lighting in the Pavilions area.
- New tables in meeting rooms.
- Video cameras installed and will be adding more throughout the building.
- New plant vendors, taking care of plants throughout the TSU.
- New custodial team, and they are doing a great job.

**c. Action: Appointment of TSC Board of Trustees**

Jared shared that the process for this action item went very well. Opened application process mid-May, a committee, Hill, Mendes and Fehrnt interviewed the candidates and they are recommending two applicants.

**BOT 005 17/18** (Mendes-m/La-s) A motion was made and seconded to appoint the recommended applicants to the two vacant TSC Student Trustees positions.

Hill introduced the two applicants, Monique Francisco and Wendy Barillas and invited them to speak to the Board. Hill shared that Francisco was elected to serve on the ASI Board of Directors and we are excited to steal her to come to the BOT. Francisco spoke to the Board and thanked all for their help throughout the process. Hill opened the floor to questions from the BOT. There were none.

Hill shared that Wendy Barillas coming with a lot of experience from her freshmen year. Barillas spoke to the BOT and shared her qualifications and experience. The BOT asked questions.

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

Hill asked if there were any objections to moving into a roll call vote. There were no objections. Hill shared that Barillas would be sitting on the Programs and Services Committee and Francisco would be sitting on the Facilities and Operations Committee.

**BOT 005 17/18** (Mendes-m/La-s) MSC: 10-0-2 The motion passed.

**ROLL CALL VOTES**

	Applicants
Achatz	Y
Ayala	Y
Badal	Y
La	Y
Davis	Absent
Gerboc	Y
Gwaltney	Y
Jakel	ABSTAIN
Hesgard	Y
Hill	CHAIR
Hust	Y
Mendes	Y
Vigil	Y
Wolfe	Abstain
Results	10-0-2

#### **ANNOUNCEMENTS/MEMBERS' PRIVILEGES**

Vigil provided an overview of the SL&L Fall calendar flyer and upcoming events.

La provided the Scholarships update and provided a flyer. He further shared that this year there is no Director for Scholarships, the ASI Vice President will oversee the program. He asked the BOT to sign up to volunteer for grading applications.

Allen shared that there will be an additional scholarship that will be added for DACA. Also the BOD agreed to have ½ volunteer to grade in the fall and ½ in spring. The Scholarship process is critical for students in need. Help to see what students needs are and where these funds can help. If you have a chance to be a grader this semester or next, it would be great and rewarding.

Tapper invited all to the Welcome to the Rec party from 2:30pm to 8:00pm. It will be a pool party, with a DJ, shaved ice, and other fun. He encouraged all to stop by.

Martin reiterated that all student leaders are ambassadors and should take the Scholarship flyers to classes and spread the word. Encourage students that of the 40,000 students not many apply. Martin urged the Board to use positions to let students know what ASI is doing. He recommended connecting with Celine Moubayed, CCO, to meet and get to know her and the Comm team (Bianca), and to let them know when you need to get the word out to move things forward.

Nick, ASI Board has a few openings, college of Education and HHD, encourage students to apply.

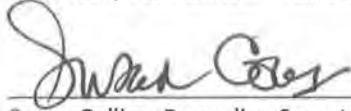
Gerboc shared that his role is to help connect Alumni to students. Hosting meet and Greet with Alumni Carbajal, from the cast of Hamilton. Event is sold out, hoping to expand event and offer tickets to more students including the BOT. Partnership with ASI Slice of Advice Panel Series, collaboration with Alumni, ASI and the Career Center. Three panels coming up this semester, Teaching in Community Colleges, Jobs in Public Service, Helping Professions - working in Non-profits. Keep eyes open for dates/times. Homecoming, 12/2/2017. In addition to Homecoming there will be events all week, all colleges participating. More marketing information coming. The Diamond Anniversary 60<sup>th</sup> event, going to be special events and a lot of fun.

**ADJOURNMENT**

The meeting adjourned at 2:13 p.m.



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Jared Hill, TSC Board of Trustees Chair



\_\_\_\_\_  
Susan Collins, Recording Secretary

**From:** Associated Students CSUF Inc.  
**To:** [Collins, Susan](#)  
**Subject:** TSC Board of Trustees Vacancy Application [#4]  
**Date:** Friday, August 18, 2017 2:08:38 PM

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## TSC Board of Trustees Vacancy Application

#4

Applicant Name *	Monique Francisco
Applicant Address *	<input type="checkbox"/> [REDACTED]
Primary Phone Number *	[REDACTED]
Secondary Phone Number	
Applicant Email Address *	[REDACTED]
Applicant CWID *	[REDACTED]
CSUF Major *	Human Services
CSUF Class Level *	senior
Expected CSUF Graduation Date (MM/YY) *	05/18

What do you believe is the role of ASI on our campus and how does that role relate to this position? \*

ASI provides students with opportunities to be successful, get involved, and have fun on our campus. It gives students the chance to make the most out of their college experience through activities and programming as well as avenues of recreation through our TSU, SRC, and Irvine Fitness Center. In addition to that, ASI has many other functions and departments– from the executive down to the committees, it houses many students and staff and gives them a chance to contribute their skills to make a difference in various capacities on our campus and within the organization. ASI serves as a link between our student body of 40,000 and executive office through student government. The role of ASI is crucial because it contributes to the well-being of our students as well as the campus culture.

Through student government, members of the Board of Trustees will be able to represent student interests in ASI and work to improve the quality of our facilities and services. With the new TSU and with improvements to be made in all areas of the ASI facilities, the BOT is a necessary branch which was created to make important decisions in these specific areas.

Tell us about any relevant past involvement or work experience that you have and how it will help you as a Trustee? \*

Before I was elected to the Board of Directors, I worked with ASI in Titan Student Union's University Conference Center as one of their 3 clerical assistants. I had gotten to know some of the function and roles of the building managers, Information Desk, Titan Bowl and Billiards, Building Engineering, Operations and Management, Student Life and Leadership, Marketing and Outreach, and of course, the Conference Center. During my time as a clerical assistant, I really enjoyed getting to know the staff and students who worked in the TSU, and the TSU was my second home for the entire year, so as you can imagine, I have had the chance to get to know that building pretty well. In addition to meeting and getting to know the people in the TSU, I have also gotten to know how the rooms are

rented out and the people from both on-campus and off-campus organizations who booked out rooms.

In addition to knowing the TSU pretty well, the other facility which I often use is the Student Recreation Center. I go there often, at least once a week, although I shoot for 3-4 days a week. I absolutely love the SRC and the programs and services that it provides. I especially enjoy the fitness classes. I think it is a wonderful resource for our students to use, and I definitely want to help contribute toward providing quality programs and services in the upcoming year. I was really impressed by the revamped cardio studio upstairs, and I hope that I continue to help make contributions which will further enhance our students' experience of the SRC. I am also familiar with some of the staff who work in the SRC, and I think that could help with me gathering information about how we can best support our students' needs.

Why are you applying to the Titan Student Centers Board of Trustees? What do you hope to accomplish and/or get out of the experience? \*

Since I transferred to CSUF from a community college in Sacramento, my eyes have been opened to the vast amount of opportunities, resources, and support that ASI provides. I am exceedingly impressed by the quality of our ASI, and although it will be a challenge, I want to help contribute to ASI's continued success and work to improve the student experience through being on the Board of Trustees. In addition, I believe that being on the Board would be a wonderful experience where I can continue to learn new skills and develop as a student leader. I want to make positive impact in the lives of all of our students in this last year of my undergraduate career. As a Human Services major with a concentration in Administration and Community Practice, a career goal of mine is to work for a nonprofit or government organization to create quality programs which would benefit people in my community. Through being on the BOT, I would have the opportunity to learn more about what it means to sit on a board as well as the behind-the-scenes process of program planning and implementation.

Please state any other information that you believe should be considered in this application. \*

I was originally elected to the Board of Directors as a representative of the College of Health and Human Development. However, due to scheduling conflicts between another organization that I am a part of, the BOLD Women's Leadership Network, I am no longer able to make the Tuesday Board Meetings. I still greatly want to be involved with ASI in a significant capacity, and I think that the BOT will be the perfect place for me. The meetings fit perfectly within my already-solidified Fall schedule, and through my qualifications, I think I would make an excellent addition to the BOT. I appreciate your time and consideration.

Please upload your resume in PDF format. If you need help learning how to save a file as PDF visit <http://www.adobe.com/products/acrobat/print-to-pdf.html> \*



[august\\_2017\\_resume.pdf](#)

82.69 KB · PDF

Associated Students, CSUF, Inc.  
California State University, Fullerton  
Voluntary Authorization for Educational Record Disclosure

● I hereby acknowledge that I have read, understand, and agree to the preceding statement.

A. University Policy

University policy prohibits the release of personally identifiable information from the educational records of students without their

prior written authorization. Exceptions to this policy include: a) release of such information to a specified list of officials with legitimate educational interest in the record, b) the release of such information in response to a court order, health or safety emergency, or approved research project, or c) the release of public directory information which has not been previously restricted by the student.

#### B. Associated Students, CSUF, Inc. Authorization

I authorize Associated Students, CSUF, Inc. to access my academic transcript/record to verify my eligibility for its programs and/or positions. I understand that the information accessed may include, but not be limited to, semester and/or overall/cumulative/CSUF grade point averages, unit totals, number of semesters completed, and/or conduct/disciplinary records.

I understand the purpose of this disclosure is to ensure that I meet the minimum requirements established by the university and the ASI. I understand that this authorization will remain in effect as long as I remain involved with a position or program of the ASI and/or do not submit a revocation of this authorization to ASI Leader and Program Development. \*

Digital Signature of Authorization and Certification of Application  
Enter Your Name \*

Monique Francisco

Enter Your CWID \*

[REDACTED]

Date \*

Tuesday, August 8, 2017

Created  
8 Aug 2017  
3:23:52 PM

PUBLIC

[137.151.175.48](#)

IP Address



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# MONIQUE C. FRANCISCO

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## SKILLS PROFILE

Microsoft Office: Word, Excel, PowerPoint, Outlook, Calendar | G Suite: Google Drive, Docs, Sheets, Slides, Mail, Calendar | Social Media: Twitter, Facebook, Instagram, Snapchat, Tumblr, LinkedIn | Typing Speed: 65 wpm

## RELEVANT EXPERIENCE

### **GLOBAL VISION INTERNATIONAL, KERALA, INDIA — SERVICE LEARNING VOLUNTEER**

JUNE 2017 - JUNE 2017

Collaborated with a team of 7 other women from the BOLD Women's Leadership Network to establish goals and create lesson plans for a group of native Indian women who were looking to acquire skills in marketing and speaking to foreigners in order to more successfully sell their products to financially support their family member(s) who were affected by cancer.

### **OLIVE CREST, BELLFLOWER — COMMUNITY INVOLVEMENT INTERN**

JANUARY 2017 - MAY 2017

Directly assisted the the Community Involvement Coordinator in various capacities such as community outreach, event and donation drive planning and execution, in-kind, sorted, and distributed donations, logged and tracked all Olive Crest intern's hours and pertinent information on Raiser's Edge Fundraising Software, as well as general clerical duties such as intraorganizational communication and interorganizational communication with community partners and community members.

### **ASSOCIATED STUDENTS, CSUF, INC., FULLERTON — UNIVERSITY CONFERENCE CENTER CLERICAL ASSISTANT**

AUGUST 2016 - MAY 2017

Booked rooms out in the Titan Student Union for various clients and events using EMS Software, answered customer inquiries, and provided advice to clients on the specifics of the room options as well as performed clerical duties such as generating reports on Microsoft Word, booking appointments, and sending emails using Microsoft Outlook.

### **INTERNATIONAL RESCUE COMMITTEE, SACRAMENTO — INTENSIVE CASE MANAGEMENT INTERN**

NOVEMBER 2015 - MAY 2016

Worked directly with Intensive Case Management clients, refugees with ongoing medical needs, by providing them with various services such as but not limited to in-home and in-office progress assessments, assistance in filling out various forms both online and hard copy, and giving workshops and information to help them adjust to their new life in Sacramento.

## EDUCATION

### **CALIFORNIA STATE UNIVERSITY FULLERTON, FULLERTON — BACHELORS IN SCIENCE HUMAN SERVICES**

EXPECTED MAY 2018

Concentration: Administration and Community Practice | Minor: Public Administration | Overall GPA: 3.53

### **COSUMNES RIVER COLLEGE, SACRAMENTO — ASSOCIATE IN SCIENCE BIOLOGY:PRE-NURSING**

MAY 2016

Overall GPA: 3.54 | Cum Laude

## HONORS & AFFILIATIONS

- BOLD Women's Leadership Network Scholarship Recipient
- Kappa Omicron Nu National Honor Society for the Human Sciences, CSUF
- Board of Directors Representative for the College of Health and Human Development, Associated Students Inc., CSUF
- Student Leadership Institute Emerging Leaders Program, Associated Students Inc. CSUF
- Peer Mentor Program, California State University Fullerton College of Health and Human Development
- Human Services Student Association, CSUF

**From:** Associated Students CSUF Inc.  
**To:** [Collins, Susan](#)  
**Subject:** TSC Board of Trustees Vacancy Application [#3]  
**Date:** Friday, August 18, 2017 2:08:40 PM

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## TSC Board of Trustees Vacancy Application

#3

Applicant Name *	Wendy Barillas
Applicant Address *	<input type="checkbox"/> [REDACTED]
Primary Phone Number *	[REDACTED]
Secondary Phone Number	
Applicant Email Address *	[REDACTED]
Applicant CWID *	[REDACTED]
CSUF Major *	Health Science
CSUF Class Level *	Sophomore
Expected CSUF Graduation Date (MM/YY) *	06/20
What do you believe is the role of ASI on our campus and how does that role relate to this position? *	I believe the role of ASI on campus is to give back to the students as well as making sure that the school's programs and services are serving the student body. The Board of Trustees role that relates to ASI falls under both parts of ASI. The Board of Trustees listens to the concerns of the students and acts on what is believed to be the best solution that will better the students experience at CSUF. By listening and adapting to the needs of the student body the Board of Trustees is able to give back to the students better programs and services and enhance the students experience at CSUF.
Tell us about any relevant past involvement or work experience that you have and how it will help you as a Trustee? *	Throughout the year I participated in Street Team, Student Alumni Ambassadors, Titan Tusk Force, Camp Titan, as well as many other events held around campus. In all those events I got to interact with the student body and assist them with whatever they needed. By interacting with the student body in this previous year, I will be better equipped to be a liaison to the Board of Trustees for this upcoming year. My participation in the various events at CSUF also helped me learn how to communicate with the various types of students which will help me understand what the student body needs.

Why are you applying to the Titan Student Centers Board of Trustees? What do you hope to accomplish and/or get out of the experience? \*

I am applying to the Titan Student Centers Board of Trustees because I would like to get involved with ASI as well as learn how the Governing Board of ASI works. What I hope to accomplish is to be able to bring the student body what they need through better programs and services throughout this upcoming school year. What I hope to get out of this experience is more knowledge on how the governing side of ASI works and how it helps with giving back to the students as well as how the students contributions help ASI.

Please state any other information that you believe should be considered in this application. \*

Although I do not know what the Board of Trustees in its entirety I am eager to learn and excited to be apart of ASI.

Please upload your resume in PDF format. If you need help learning how to save a file as PDF visit <http://www.adobe.com/products/acrobat/print-to-pdf.html> \*



[csuf\\_resume.pdf](#)  
115.15 KB · PDF

Associated Students, CSUF, Inc.  
California State University, Fullerton  
Voluntary Authorization for Educational Record Disclosure

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#### B. Associated Students, CSUF, Inc. Authorization

I authorize Associated Students, CSUF, Inc. to access my academic transcript/record to verify my eligibility for its programs and/or positions. I understand that the information accessed may include, but not be limited to, semester and/or overall/cumulative/CSUF grade point averages, unit totals, number of semesters completed, and/or conduct/disciplinary records.

I understand the purpose of this disclosure is to ensure that I meet the minimum requirements established by the university and the ASI. I understand that this authorization will remain in effect as long as I remain involved with a

position or program of the ASI and/or do not submit a revocation of this authorization to ASI Leader and Program Development. \*

Digital Signature of Authorization and Certification of Application  
Enter Your Name \*

Wendy Barillas

Enter Your CWID \*



Date \*

Wednesday, June 28, 2017

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28 Jun 2017  
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IP Address

# Wendy A. Barillas

## Objective:

Seeking a Trustee position in TSC Board of Trustees where I can apply my skills and abilities to serve the student body of CSUF.

## Volunteer Experience:

### Camp Counselor

November 2016-June 2017 California State University, Fullerton Fullerton, CA

Learned how to address the concerns of the children and who to contact. Watched over a group of girls for a week and acted as a liaison between them and the rest of the Staff members to address any needs or concerns that the girls had.

### Street Team Member

2016-Present California State University, Fullerton Fullerton, CA

Acquired leadership experiences through involvement in the different events held by ASI Productions and Titan Tusk Force. Acquired knowledge in how all the different organizations working in ASI.

### Student Alumni Association Member

2016-Present California State University, Fullerton Fullerton, CA

Interacted with students at Grad Fest and acted as a liaison between the students and the Alumni booth to make sure the students were in the right line while encouraging them to join the Alumni Association.

### Titan Tusk Force Volunteer

2016-Present California State University, Fullerton Fullerton, CA

Assisted with the tailgates, taco Tuesdays, thirty Thursdays, as well as marketing the events being held at the time. Interacted with students and answered any questions they had about ASI or TTF while promoting titan pride.

### Spring Concert Volunteer

March- April 2017 California State University, Fullerton Fullerton, CA

Got the students motivated and exited for the concert while they waited in the lines. Acquired tips and experience in crowd control as well as how to address concerns that the students have and how to handle different situations. Assisted with students that had any questions or concerns during the event.

### Volunteer/ Computer Tech

2015-2016 Whittier Lutheran Towers Whittier, CA

Assisted in setting-up tables and cleaning-up tables before/ after the events started. Served food and passed out drinks to the residents during the event. Started and ran a program that taught the residents how to use the computer.

### Health Academy Volunteer

2013- 2016 California High School Whittier, CA

Assisted with the quarterly blood drive before, during, and after. Assisted with the decision making that concerned how to market our academy to future students. Represented the academy to potential members and answered all the questions or concerns that the potential students had.

### Entertainment Unit Member

2012-2016 California High School Whittier, CA

Recruited members for band at the annual freshman first day. Rallied the crowd's spirits at the football games at home and away.

## Education:

California High School Graduate, Class of 2016 Whittier, CA

California State University, Fullerton, in progress, Class of 2020 Fullerton, CA

## Special Skills:

Bilingual (English/Spanish), knowledge of Microsoft Word, Windows, Excel, Power Point, various research databases, email, and internet services.