

### **Minutes**

#### **ASI Board of Directors Meeting**

- Tue February 11th, 2020
- ① 1:15pm 3:45pm PST
- **?** Titan Student Union Board Room
- In Attendance

#### I. Call to Order

Lorren Baker called the meeting to order at 1:18 p.m.

#### II. Roll Call

Members Present: Alvarez, Baker, Barillas, Calderon, Cook, Cortes, Hanna, Linares, Martinez,

Mitchell, Rajmane, Reveles, Soria, Stohs, Therrien, Vigil, Wright

Members Absent: Aguirre (E)

Liaisons Present: Aguilar, Allen, Collins, Gonzalez, Hust, Morales-Garcia

Liaisons Absent: Jenkins (E)

According to 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 endingtime for 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.

EXCUSALS: (Therrien-m/Linares-s) Baker asked for a motion and second to excuse Jenkins and Aguirre who would be absent due to academic matters. The absences were excused by unanimous consent.

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

(Mitchell-m/Alvarez-s) Baker reported that the 1:45 p.m. Time Certain with Jenni Brundage, Housing and Residential Engagement Director would be postponed to a future meeting. The amended agenda was approved by unanimous consent.

#### **IV. Consent Calendar**

There is one item on the Consent Calendar. The item was approved by unanimous consent.

#### a. 02/04/2020 Meeting Minutes

#### **V. Public Speakers**

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

None

#### VI. Time Certain

- a. 1:45 p.m. Jenni Brundage, Director, Housing and Residential Engagement Postponed indefinitely.
- b. 2:00 p.m. Danny C. Kim, Vice President/CFO Administration and Finance Danny Kim, Vice President/CFO Administration and Finance provided a report on the division and campus projects. The report is an attachment to the minutes. VP Kim answered questions from the Board relating to vehicle free zone on campus, higher parking costs/standardized model for parking costs in the CSU, renovation plans for the College of HSS, and parking concerns regarding campus carts/maintenance carts.

### VII. Executive Senate Reports

#### a. **PROGRAMMING**

Austin Ysais, Leader and Program Development Coordinator, provided an update report on the goals, budget and activities for Programming (ASIP, AICA, Street Team and TTF). The report is an attachment to the minutes. Requested student volunteers to assist with Spring Concert.

#### b. SCICC

Victoria Rodriguez, Chair, and Haley Vice Chair, provided a report on the spring 2020 goals, budget and activities for SC ICC. The report is an attachent to the minutes.

### c. **CSICC**

Sabrina D, Vice President, provided an update report on the spring 2020 goals, budget and activities for CS ICC. The report is an attachment to the minutes.

#### d. CEC

Jenny Jaramillo, Director, provided an update report on the spring 2020 goals, budget and activities for CEC. The report is an attachment to the minutes.

### **VIII. Unfinished Business**

a. **NONE** 

#### IX. New Business

a. Action: A Resolution Approving Bylaw Changes ~ Governance

The Board will consider approving a resolution approving changes to ASI Bylaws Articles III, IV, V and grammatical corrections.

BOD 036 19/20 (Governance) A motion was brought to the Board from the Governance Committee to approve a resolution approving changes to ASI

#### Bylaws.

Baker yielded to Linares to provide an overview. Linares shared it was determined that the Bylaws approved at the Governance Committee required additional review and revisions prior to Board approval.

Linares made a motion to refer the Bylaws back to the Governance Committee for further work. Therrien seconded the motion. There were no questions and no discussion.

Decision: BOD 037 19/20 (Linares-m/Therrien-s) Roll Call Vote: 17-0-0
The motion to refer the Resolution Approving Bylaw Changes to the Governance Committee was approved.

### Action: A Resolution Establishing Policy Concerning Programming ~ Governance

The Board will consider approving a resolution establishing ASI Policy Concerning Programming.

BOD 038 19/20 (Governance) A motion was brought to the Board from the Governance Committee to approve a resolution establishing ASI Policy Concerning Programming.

Baker yielded to Linares to review the resolution, policy and discussion from Governance. Linares reviewed the policy and shared there were additional non-substantive revisions made after the Governance Committee approved the new policy. Baker yielded to Nettles to review a presentation on the establishment of the policy. The presentation is an attachment to the minutes.

Baker opened the floor to questions. Cook asked if there were any changes or additions to positions in the new policy. Nettles confirmed there were no new positions, just changes to existing titles.

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 establishing ASI Policy Concerning Programming. There were no objections.

Decision: BOD 038 19/20 (Governance) Roll Call Vote: 17-0-0 The Resolution Establishing ASI Policy Concerning Programming was adopted.

### X. Reports

#### a. **COLLEGE REPORTS:**

#### 1. **ECS**

Josh Mitchell and Ashish Rajmane, Directors for the College of Engineering and Computer Science provided an update on the activities and information for their college. The report is an attachment to the minutes.

#### 2. **HHD**

Sidney Alvarez and Wendy Barillas, Directors for the College of Health and Human Development provided an update on the activities and information for their college. The report is an attachment to the minutes.

#### b. **EXECUTIVE REPORTS:**

#### 1. Executive Officers Report

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

#### c. **BOARD LEADERSHIP REPORTS:**

The Treasurer/Secretary, Vice Chair and Chair provided highlights from their Board Leadership Report. The report is an attachment to the minutes.

#### 1. Treasurer/Secretary Report

- 2. Vice Chair
- 3. Chair

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

- Dr. Vigil highlighted several upcoming events to be held February, March and April in honor of Tuffy's Basic Needs anniversary February 14th). He will submit a flyer for distribution to the Board.
- Baker welcomed James Martinez, Director for MCBE, to the Board.
- Reveles highlighted an event on Thursday from 12:00 p.m. to 1:00 p.m. for the
  programming collab event geared toward Valentines Day. Encouraged to attend the Town
  Hall event on Wednesday, 11:00 a.m. Titans Got Talent, March 7th, he will be serving as
  co-emcee.
- Hust shared updates: CHESS 39 apps, 17 interviews, 9 delegates attending; CSSA this weekend, Cal Poly SLO. Lobby Corps meeting February 19th, Gilman AB. Lobby Corp collaboration with DIRC regarding voting in the census, posting questions to highlight student experiences and guage impact to the student community. Seeing results from the student participation. Will be posting to social media soon.
- Allen reminded the members regarding Town Hall, their duty to constituents, attend if at all possible. ASI creates this space for students to be heard. Important as representatives for your college to be present. Second week of March, the Board will meet to talk about cultural competencies with C-REAL. Watch for meeting invitations, approximately 1.5 hours long, possibly in the evening. March Academic Advisors will be present in the TSU for leaders to check-in. Electronic invitation for training activities, similar to what ASI staff is required to complete. Helpful topics.
- Linares shared information regarding an event in the AARC on Tuesday, 2/11 at 3:00pm.
   Governance meeting will be held in the SRC Conference room on the second floor on
   Thursday to allow for Finance to extend their meeting for budget related activity.
- Baker planning to meet with Dr. Stambough on Thursday to address the Ethnic Studies student response issue. Details will be provided. Urged directors to attend the event.
- Aguilar Camp Titan applications open, promote to colleges. Requested help from members to complete an activity for Valentine's Day immediately after the meeting. Ethnic Studies survey follow-up, 3:30pm meeting on Thursday Dr. Stambough will cover what is pending and needs response.
- Baker shared CSUF is one of the only campuses whose students responded to the Ethnic Studies issue during the initial response period last semester. Shared the importance of student feedback on this issue.

#### XII. Adjournment

Lorren Baker, ASI Board Chair, adjourned the meeting at 3:03 p.m.

Brittany Cook, Treasurer/Secretary

Susan Collins, Recording Secretary

### Roll Call 2019-2020

02/11/2020 ASI Board Meeting Roll Call

Attendance	Во	pard Members			
		Present	Absent		
Arts	Aguirre		1		
CBE	Hanna	1			
	Martinez	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.	Vigil	1			
Academic Senate Rep.	Stohs	1			
Chair (Arts)	Baker	1			
		Present	Absent		
		17	1		

Attendance	Liaisons				
		Present	Absent		
President	Aguilar	1			
Exec Dir	Allen	1			
Rec Sec	Collins	1			
ссо	Gonzalez	1			
CGO	Hust	1			
CCRO	Jenkins				
VP	TBD		1		
	Morales-				
CIDO	Garcia	1			
		Present	Absent		
		6	1		

Roll Call Votes	start #36	037			038		
		Yes	No	Abstain	Yes	No	Abstain
Arts	Aguirre						
СВЕ	Hanna	1			1		
	Martinez	1		1)	1		
Communications	Soria	1			1		
	Wright	1		U	1		
Education	Calderon	1			1		
	Reveles	1			1		
ECS	Mitchell	1		_	1		
	Rajmane	1		1	1		
HSS	Therrien	1			1		
	Linares	1			1		
HHD	Alvarez	1			1		
	Barillas	1			1		
NSM	Cook	1			1		
	Cortes	1			1		
Univ. President's Rep.	Vigil	1			1		
Academic Senate Rep.	Stohs	1			1		
Chair (Arts)	Baker	1			1		
		YES	No	Abstain	YES	No	Abstain
		17	0	0	17	0	0

ABSENT



# Division of Administration & Finance

Danny C. Kim

Vice President for Administration & Finance/Chief Financial Officer February 2020



### Agenda

- Campus Safety
- Capital/Construction Projects Update
- Student Business Services



# **Campus Safety**



### **Security Cameras/CSO Patrol**

- Security consultant on campus camera expansion project still underway – final report due March/April; current camera projects at Nutwood, State College and Eastside parking structures are being mapped out for possible implementation over the next 12-24 months
- CSO Program Expansion Recruitment of additional 8 student CSOs and recruitment continues; change in uniform for more visibility; increased nighttime patrols; bicycle patrols
- On February 27<sup>th</sup>, UPD will be awarded "top University in the country" at the Safe Campus Summit in Nevada for efforts in improving campus safety and UPD communications







### **UPD Campus Outreach**

UPD continues to embark on community outreach efforts on campus in an effort for the campus population to become more acquainted with the police department's programs to enhance safety and increase safety awareness.

The following events took place in January, and most are consistent throughout the school year:

- UPD Tabling Events In January, UPD hosted tables on campus during various days and provided students with brochures and flyers on personal safety programs; promoted the CSO program and recruitment and information on the RADD self defense classes
- CSU Commendation Awards Ceremony, Chancellor
   Office On January 29, 2020 Five CSUF officers were
   awarded the Life Saving Medal whereby they were
   directly involved in saving people's lives in 2018 and
   2019





### **UPD Campus Outreach Continued**

 Bike Safety Check and Registration (Joint Event with Parking and Transportation) — Promoted bicycle safety on campus, encouraged registration with UPD, bicycle lock advice. Students received a complimentary maintenance check by a certified bicycle mechanic



 Coffee with a Cop — UPD continues to host this successful program where students are provided free coffee and donuts and can spend some casual time to chat with UPD officers





### Capital/Construction Projects Update

- Pollak Library South
  - o4th & 5th Floors
  - o6th Floor
- Eastside 2 Parking Structure
- McCarthy Hall Phase 1
- Visual Arts Complex Renovation/ Replacement
- Corporation Yard
- Engineering and Computer Science Laboratory Building
- Science Laboratory Building

# Pollak Library South – 4th & 5th Floors

This project fully renovates the 4<sup>th</sup> and 5<sup>th</sup> floors to include:

- Open areas
- More data and power ports
- New paint, flooring, lighting, plumbing, HVAC & restrooms
- Meditation room
- Family room
- Current Status:
- Construction is complete
- Occupancy pending completion of firelife-safety upgrades (windows)
- Occupancy: April 2020



# Pollak Library South – 6th Floor

This project includes fully renovated space on a portion of the 6<sup>th</sup> floor for the Center for Oral and Public History.

- Current Status:
- Construction is near completion
- Furniture layout and selection in progress
- Occupancy: April 2020







# Eastside 2 Parking Structure

### This project includes:

- 1,900-space, six-story parking structure
- LED lighting, elevators, staircase and landscaping
- Solar canopy
- East Campus Drive improvements
- Current Status:
- Construction is on schedule
- Occupancy: Fall 2020



### McCarthy Hall - Phase 1

### This planned project includes:

- Fire-life-safety upgrades throughout the building
- Full 2<sup>nd</sup> floor renovation to provide modern space for learning and faculty-student collaboration
- Current Status:
- Preliminary plan review in progress
- Construction document submittal to state fire marshal, state architect, AQMD, etc. in May 2020
- Construction: July 2020 to July 2021







### Visual Arts Complex Renovation/ Replacement

### This project will:

- Renovate/replace existing six buildings
- Correct functional, building code and programmatic deficiencies.
- Support program needs and student success
- Current Status:
- Contractor bids under review
- Design to begin Spring 2020
- Construction: May 2021 to December 2022



### **Corporation Yard**

### This project:

- Replaces aging structures
- Creates 52,000 square feet of buildings, shops and open space to consolidate staff
- Minimizes traffic and pedestrian hazards
- Current Status:
- Swinerton is collaborative design builder
- Schematic design in progress
- Construction: December 2020 to January 2022





# **Engineering and Computer Science**

### This project includes:

- A new building and renovation of towers to create classrooms, labs and research space
- Tech and fire-life-safety upgrades
- Demolition of one-story buildings
- Space for student engagement and outdoor learning
- Current Status:
- 2021/2022 funding request submitted for approval
- Construction: 2022-2024, pending approval





# Science Laboratory Building

As the first phase of a multi-phase renovation of McCarthy Hall, this project will:

- Construct a 92,000-square-foot building to replace fume hoodintensive wet labs in MH
- Minimize the amount of surge space needed to conduct multi-phase renovation of MH
- Current Status:
- Pending funding from March 2020 state bond
- Construction: 2021-2023, pending approval







### **Student Business Services**



# Student Financial Services is now **Student Business Services**

- Differentiates office from Financial Aid
- Clarifies role as business office with wide range of student services offered



# Student Business Services (SBS) Solution Center NOW OPEN! @ CP-100

- SBS Solution Center opened in response to students' requests for more privacy for Student Accounts & Collections inquiries and to provide greater access and extended service hours
- Students can make an appointment or drop in to receive consultation in a private and confidential setting







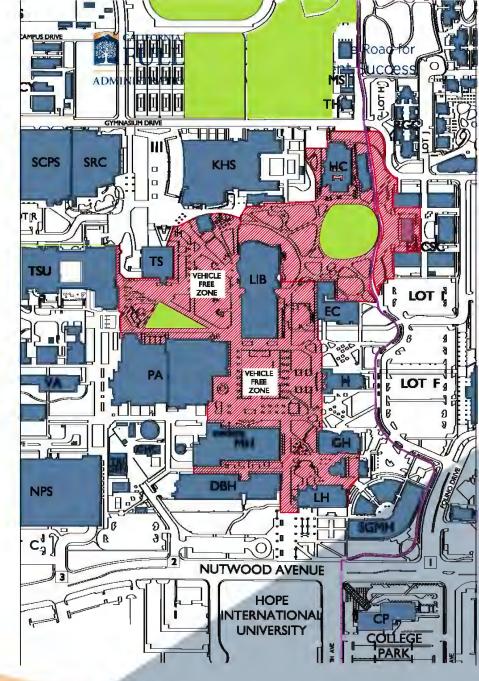
### Student Business Services (SBS) Solution Center

- Services offered include: Student Accounts Consultation; extended service hours until 6pm, Monday – Thursday; Payment and Collection Solutions; Cashless "Express" Payment Options; Disbursement Check
- Includes student Call Center on Chat Room
- Accepts non-cash payments on students accounts



### Vehicle Free Zone

- Create a vehicle-free zone from 8 a.m. to 3 p.m.
- Safeguard students, faculty and staff
- Create protected outdoor space to learn, gather and create
- Enhance student well-being, sense of belonging, retention and success
- Current Status:
- Implementation Spring 2020





# Questions?



# Thank you!

Contact: vpadmin@fullerton.edu

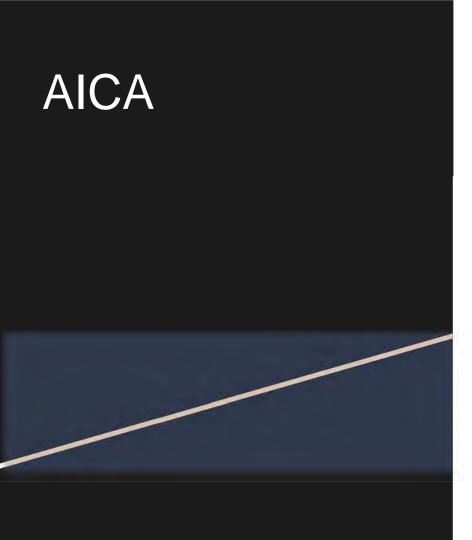
# **ASI Programming**

### **Productions**

**Goal:** To enhance and enrich students college experience by providing a variety of events for students to enjoy and interact with other Titans

**Budget Overview:** 65% of budget used

- Contracts and Fees
- Supplies
- Handbills



### Goals:

- Short Term:
  - Have successful Multicultural Fest
- Long Term:
  - Be able to fund/find finds for our clubs to put on their events to educate students about their culture
  - Spread diversity and inclusion to CSUF campus

### **Budget Overview:**

- A Side- 38.9% used
  - Used on last semester's Multicultural
     Fest and ASI Programming events
- B-Side- 41.7% used
  - 43.4% of Contracts/Fees/Rentals
    - still waiting on some large chunks to be taken out
  - 0% of Travel

### Titan Tusk Force

Goals: The goal of Titan Tusk Force is to promote school pride among students to enrich their college experience

**Budget Overview**: 55% spent

Last semester we hosted:

- 4 Eat N' Greets
- 3 Tailgates

### Coming up:

- More Eat N' Greets
- More Tailgates
- ASI Carnival (March 12)

### Upcoming Events:

- 2/13: Eat n Greet with College of Ed!!
   From 12-1pm
- 2/17: Speak Yo Truth @ 6pm- 9pm
- 2/19 : Street Team Meeting from 3-4pm in Ontiveros
- 2/20: Films- BlacKkKlansman collab with AARC
- 2/20: Multicultural Fest in Becker
   Amphitheater @ 11am-1pm

Can't wait to see you all there!



Chair: Victoria Rodriguez

Vice Chair of Finance: Hailey Wilson

# Our E-Board



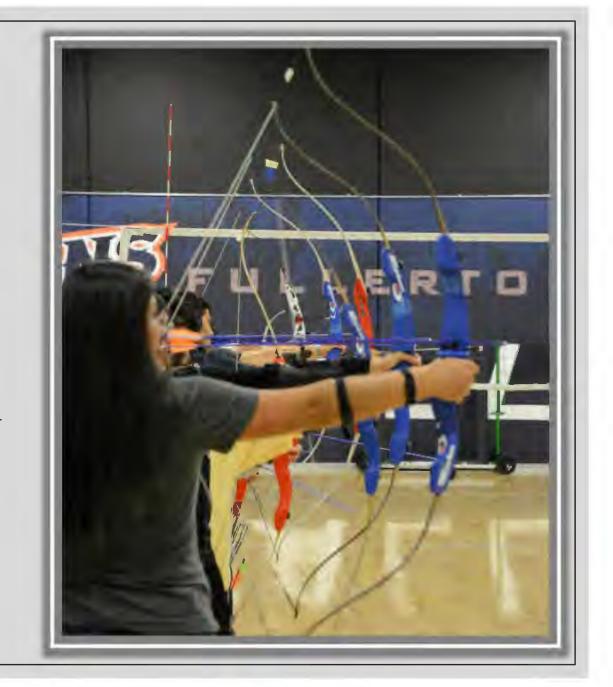
### Short Term Goals

- Have majority of our clubs participate in the Sports Clubs Expo in the SRC 2/27
- Hold a successful Showcase Series
- Work on our marketing efforts within the council for our elections in April



# Long Term Goals

- o Continue building on our relationship with athletics
- o Build our marketing and social media
- o Build upon our efforts for our on and off campus partnerships



# Budget

### A Side:

- → Supplies \$1000
- → Printing \$200
- → CFRs- \$9272.02 (7.28%)
  - ♦ Food
  - ◆ Too Spooky social
    - Will be using more for banquet and back to school social coming soon
- → Insurance \$23,500

### B Side:

- → CFRs- \$24,386.28 (51.23%)
- → Travel \$15,367.91 (43.08)

\*\* Spring semester is the travel heavy semester, and there are multiple teams planning to propose for travel this semester



# Club sports prolong playing career

Student athletes have non-NCAA opnors to play after Jacobs age

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# Highlights

- We were featured in the Daily Titan!!
- Ice Hockey made it to playoffs this past weekend and and took 2nd place

# THANK YOU!



# CSICC

**REPORT:** 

# **SHORT TERM GOALS**

- To encourage more engagement between all the service organizations.
  - -Continued implementation of initiatives that foster engagement and inclusion.
  - Improving climate for discussion during council meetings
  - -Council-wide service project: We Give Thanks food preparation and distribution on 11/2711/28
- Seeking out and inviting new service orgs to the council
- Logging service hours onto Titanlink!

# **LONG TERM GOALS**

- Better long term marketing for our service organizations.
  - Working on new promotional materials and branding
    - -Helps spread awareness of CSICC
    - -Helps new organizations find CSICC and join
- Inter-council Collaborations
  - –Attending a beach cleanup service event with SCICC and AICA on 11/16
- Spring Into Service

# **CURRENT FUNDING STATUS**

- SIDE A
  - -Overall total usage of 1% of Budget
    - Supplies = 50%
    - Printing and Advertising = 0%
    - CFRs = 2%
- SIDE B
  - -C/F/Rs = 52%
  - -Travel = 47%

# **END OF REPORT**

- Links for all presentations we used showing our goals to the service orgs.
  - https://docs.google.com/presentation/d/1 YtNoHcJPfbfz0bZxvB8QYqteMcGikLdEr OwZbv0sswM/
- Meetings are held Thursdays 11:30 AM to 12:30 PM at SGMH 2211

# Community Engagement Commission

**Director:** 

Jenny Jaramillo

**Coordinators:** 

Katrina Dumilon, Kelly Ruiz, & Shayla Servantez

# **GOALS**

# Short Term:

Increase student participation in our weekly meetings as well as our volunteer events.

# Long Term:

Take a proactive approach to be involved in the Titan community and City of Fullerton. Continue to build a relationship with University Advancement.

# Budget

	Budgeted	Spent	Remaining	Percentage Remaining
Supplies and Hospitality	\$1,000	\$369.70	\$630.30	63%
Printing and Advertising, Promotional items	\$1,050	\$747.77	\$302.24	29%
Contracts/Fees/Rentals	\$1,500	\$496.39	\$1,003.61	67%

Total Budget: \$3,500

Total Spent: \$1,614

Total Remaining: \$1,936.15



# Fall Semester Events

- Sept. 5 CSUF Night @ Dodgers Stadium
- ☐ Sept. 26 Titan Night @ Fullerton Night Market
- □ Oct. 4 CSUF Campus Clean Up
- □ Oct.15 City Council Presentation
- Oct. 25- Chapman Park Clean Up
- □ Nov. 18-22- Tuffy's Basic Needs Center Donation Drive (very successful!)
- Dec 7- Winter Market in Downtown Fullerton

# **Future Events**

- □ Dec. 7- Winter Market in Downtown Fullerton
- ☐ Feb 10-14 Tuffy's Basic Needs Drive
- □ March 14- Mary's Kitchen Volunteer Day
- ☐ April 7- City Council Presentation #2
- ☐ April 25 Love Fullerton Day
- □ May 2020 Glitter/Confetti Clean up

# Contact us!

Email us: asicec@fullerton.edu



Meetings: Every other Thursday at 10 am at the TSU Grand Stairs

Studio



#### A RESOLUTION ESTABLISHING ASI POLICY CONCERNING ASI PROGRAMMING

**Sponsors:** Marcus Reveles and Lesley Aguirre

**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's mission is to provide students and campus community members with important social, cultural, and recreational opportunities as well as a wide range of programs and services; and

**WHEREAS**, the current ASI Programming teams were charged with programming and outreach efforts on behalf of ASI; and

**WHEREAS**, Productions has focused on the planning and implementing campus entertainment centered on social, cultural, and educational topics through a wide selection of frequent events and large-scale productions; <sup>1</sup> and

WHEREAS, Productions has been comprised of one (1) Director, one (1) Sunday Series Coordinator, one (1) Pub Monday/Tuesday Coordinator, one (1) Wednesday Concert Coordinator, one (1) Pub Thursday Coordinator, one (1) Films Coordinator, one (1) Fall/Spring Concert Coordinator, and two (2) Union and Special Programming Coordinators;<sup>2</sup> and

**WHEREAS**, Titan Tusk Force has focused on planning and implementing spirited events centered on Titan Pride, while also promoting and supporting Athletics to build a strong sense of campus unity and identity within CSU Fullerton;<sup>3</sup> and

**WHEREAS**, Titan Tusk Force has been comprised of one (1) Director, one (1) Athletics Coordinator, one (1) Events Coordinator, and one (1) Marketing Coordinator;<sup>4</sup> and

**WHEREAS**, Street Team has focused on providing on-campus student involvement and leadership growth opportunities through weekly meetings and events, while supporting a variety of ASI teams through coordination of event volunteers;<sup>5</sup> and

<sup>&</sup>lt;sup>1</sup> ASI Bylaws, Spring 2017 Revisions 05-09-17

<sup>&</sup>lt;sup>2</sup> ASI Bylaws, Spring 2017 Revisions 05-09-17

<sup>&</sup>lt;sup>3</sup> ASI Bylaws, Spring 2017 Revisions 05-09-17

<sup>&</sup>lt;sup>4</sup> ASI Bylaws, Spring 2017 Revisions 05-09-17

<sup>&</sup>lt;sup>5</sup> ASI Bylaws, Spring 2017 Revisions 05-09-17

**WHEREAS**, Street Team has been comprised of one (1) Street Team Leader, one (1) Coordinator and at least three (3) students at large; 6 and

**WHEREAS**, the Association for Inter-Cultural Awareness (AICA) has focused on programming that raises awareness of and celebrates the diverse student body of CSU Fullerton, engaging with recognized student organizations that play an integral role in AICA events, and providing funding to support recognized student organization events and activities; and

**WHEREAS**, AICA has been comprises of one (1) Chair, one (1) Vice Chair, two (2) Coordinators, and three (3) students at large; and

**WHEREAS**, the student leaders across the ASI Programming teams currently meet weekly to identify, plan, prepare and discuss the programs across of their teams; and

**WHEREAS**, developing large scale, high quality programming can benefit students, provide spaces to develop campus community, and contribute to the Titan Experience; therefore let it be

**RESOLVED**, ASI shall continue its ongoing commitment to offer a wide range of programs that center on social, cultural and educational topics, spirited events centered on Titan Pride, and providing on-campus student involvement and leadership growth opportunities; and let it be

**RESOLVED**, ASI establishes the Policy Concerning ASI Programming which includes expected conduct, responsibilities and duties of ASI Programming student leaders and teams; and let it be

**RESOLVED**, ASI establishes the Programming Board as a part of ASI Programming with the purpose of carrying out the programmatic and outreach efforts previously programmed by Productions, Titan Tusk Force, and Street Team; and let it be

**RESOLVED**, the Programming Board leadership shall be comprised of two (2) Programming Directors and up to twelve (12) Programming Coordinators; and let it be

**RESOLVED**, ASI maintains AICA as a part of ASI Programming with the purpose of continuing to focus on programming that raises awareness of and celebrates the diverse student body of CSU Fullerton, engages with recognized student organizations that play an integral role in AICA events, and provides funding to support recognized student organization events and activities; and let it be

**RESOLVED**, the AICA leadership shall be comprised of one (1) Chair, one (1) Vice Chair, and two (2) Coordinators; and let it be

**RESOLVED**, ASI Programming reports to the ASI Board of Directors twice a semester on its annual goals, programs, and activities; and let it be finally

-

<sup>&</sup>lt;sup>6</sup> ASI Bylaws, Spring 2017 Revisions 05-09-17

**RESOLVED**, that this Resolution be distributed to the ASI Executive Director and applicable ASI departments and the Daily Titan.

Adopted by the Board of Directors of the Associated Students Inc., California State University, Fullerton on the eleventh day of February in the year two thousand and twenty.

Lorren Amelia Baker Chair, Board of Directors

Brittany Cook Treasurer/Secretary, Board of Directors

#### POLICY CONCERNING ASI PROGRAMMING

#### **PURPOSE**

The following policy has been established in order for the student leaders of Associated Students Inc. (ASI) Programming to better serve the mission and charge as directed by the ASI Board of Directors. ASI is committed to promoting the highest standards of ethical conduct in the performance of its mission. The policy includes expected conduct and responsibilities and duties of ASI Programming, which includes the Programming Board and the Association for Inter-Cultural Awareness (AICA).

POLIC	CY CONCERNING ASI PROGRAMMING	1
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7.	AICA VICE CHAIR	5
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#### WHO SHOULD KNOW THIS POLICY

	Budget	Area	Administrators	
--	--------	------	----------------	--

- ☐ Management Personnel
- Supervisors
- Elected/Appointed Officers

#### Volunteers

- □ Grant Recipients
- □ Staff
- Students

#### **DEFINITIONS**

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

Terms	Definitions
Conflict of Interest	Any involvement financially, through an employment or family connection, with any business, firm, vendor, and/or service doing business with the corporation.
Fraud	The intentional use of deceit, a trick or some dishonest means to deprive another of their money, property or legal right.
Defalcation	The withholding or misappropriating funds held for another or failing to make a proper accounting.

#### ASSOCIATED STUDENTS INC., CALIFORNIA STATE UNIVERSITY, FULLERTON

#### **POLICY STATEMENT**

Corruption	The offering, giving, soliciting, or accepting of an inducement or reward that may improperly influence the action of a person or entity.	
Misappropriation	The intentional, illegal use of the property or funds of another person for one's own use or other unauthorized purpose, particularly by a public official, a trustee or a trust, an executor or administrator of a dead person's estate or by any person with a responsibility to care for and protect another's asset.	
Forgery	The crime of creating a false document, altering a document, or writing a false signature for the illegal benefit of the person making the forgery.	

#### **STANDARDS**

#### 1. DUTIES AND RESPONSIBILITIES OF ASI PROGRAMMING

ASI Programming is charged with event and activity programming and outreach on behalf of ASI. Programming and outreach efforts shall focus on:

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- Planning and implementing campus entertainment centered on social, cultural and educational topics through a wide selection of frequent events and large-scale programs
- Planning and implementing campus spirit events centered on Titan Pride, while also promoting and supporting a strong sense of campus unity and identity within CSU Fullerton
- Celebrating and raising awareness of the diverse student body of CSU Fullerton
- Engaging in programming collaborations with other ASI programs and departments, as well as recognized student organizations, and academic and administrative departments
- Supporting the programming and activities of recognized student organizations through the allocation of programming and travel funding through <u>Association for InterCultural Awareness</u> (AICA)
- Providing on-campus student involvement and leadership growth opportunities for students

ASI Programming is comprised of two entities, the Programming Board and the Association for Inter-Cultural Awareness, that operate to fulfill the mission and charge as directed by the ASI Board of Directors.

#### **Programming Board**

The ASI Programming Board focuses on a wide variety of programming, including ASI's major and large scale events.

Deleted: shall
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The Programming Board leadership shall be comprised of:

- Two (2) Programming Directors
- Up to twelve (12) Programming Coordinators

#### Association for Inter-Cultural Awareness (AICA)

AICA is a specialized part of ASI Programming that shall focus on celebrating and promoting awareness and understanding of culture and diversity at CSU Fullerton. To accomplish this, AICA operates a General Council comprised of recognized student organizations that choose to join as members. These member organizations serve an integral role in the planning and implementation of AICA events.

As part of its operation AICA shall allocate programming and travel funding to recognized student organizations, similar to a funding council. This funding is administered in accordance with established procedures specific to AICA as well as all applicable policies related to ASI funding provided to students and student organizations.

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#### ASSOCIATED STUDENTS INC., CALIFORNIA STATE UNIVERSITY, FULLERTON

#### **POLICY STATEMENT**

AICA shall hold regular General Council meetings in order to facilitate the planning and implementation of its programming and the administration of funding.

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Deleted: , and other content related to its programming

The Association for Inter-Cultural Awareness leadership shall be comprised of:

- Chair
- Vice Chair
- Two (2) AICA Coordinators

#### 2. ASI PROGRAMMING CONDUCT

#### a. Ethics

#### Introduction

This code will serve as a minimum guide for ethical conduct and provide guidance and direction for all officers, directors, employees, and volunteers of ASI (collectively referred to herein as members or member) in the performance of their duties or in any context in which they are perceived as representing ASI.

#### **Laws and Regulations**

All members must comply with applicable laws and regulations governing the operation of ASI. This includes, but is not limited to, federal, state, county and municipal laws, the California Code of Regulations, the California Education Code, campus regulations of California State University Fullerton, and the Office of the Chancellor, California State University.

#### Conflict of Interest

Members must avoid conflicts of interest. Business decisions must be made objectively on the basis of price, quality, service and other competitive practices. To avoid any potential influence from existing or potential vendors and customers, members are prohibited from accepting gifts, from vendors, suppliers, and customers, of more than token value.

Members transacting business or entering into contracts on behalf of ASI must not have any interest, financial or personal, in those transactions or contracts. Should a member have an interest in an organization with who the ASI transacts business, the member must recuse themselves from any negotiation, authorization, or approval of such transactions.

Members must not be employed outside ASI where the outside employment impairs their ability to conduct ASI business because of conflicts of interests and competing interests.

#### Anti-discrimination Policy

Members must not take actions that discriminate against anyone on an unlawful basis, including gender, race, religion, color, national origin, sexual orientation, medical condition, age, physical or mental disability, marital status or family leave status.

#### **Public Disclosures**

If members in the course of their duties are called to make public disclosures to any governmental agency, under no circumstances can statements be made that are untrue, or omit or misstate material facts. If public disclosures are made to the press, members must seek to ensure that the statements are clear and understandable and not misleading. All official business of ASI done on a personal device may be subject to subpoena.

#### Confidentiality

Members must protect ASI confidential information and not divulge such to anyone except on a need-to-know basis. Members are expected to keep in confidence such information that would be considered confidential even if not clearly marked. This would include, but not be limited to, personal addresses, social security or other identification numbers, payroll records, performance evaluations, and/or personal information. All members must refrain from using personal devices to relay confidential information.

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#### ASSOCIATED STUDENTS INC., CALIFORNIA STATE UNIVERSITY, FULLERTON

#### **POLICY STATEMENT**

#### Respect

Members must work effectively with coworkers, customers and others by sharing ideas in constructive and positive manner; listening to and objectively considering ideas and suggestions from others, keeping commitments, keeping others informed of work progress, timetables and issues, addressing problems and issues constructively to find mutually acceptable and practical business solutions, addressing others by name, title or other respectful identifier and respecting the diversity of our work force in actions, words and deeds. Members must be able to work effectively within a complex organizational setting and a multicultured campus environment. Members must be able to establish and maintain effective, cooperative, and harmonious relationships with students, staff, co-workers, faculty, alumni and the general public.

#### Fair Dealing

Behind any code of ethics is the concept of fair dealing. As a guiding principle, members must respect and deal fairly with customers, suppliers, vendors, contractors, co-workers, and the general public. In the course of conducting ASI business, members must not take advantage of others by misrepresentation, concealment, misuse of confidential and privileged information, or any other practice of unfair dealing.

Members must not disclose a vendor's pricing or business activities to competitors. In the course of business, all members must refrain from any practice that could constitute unfair dealing. At all times, members must be accurate and truthful in all their dealings with vendors, suppliers, and customers and be careful to accurately represent the services and products of ASI.

#### 3. STUDENT LEADER APPOINTMENTS

#### **Term of Appointment**

Each student leader in ASI Programming shall serve for a full year term, following their appointment, which will commence on June 1 and end on the following May 31. An appointment occurring after June 1 shall commence immediately and end on the following May 31.

#### Appointment

The President will appoint all positions that receive student leader financial awards. These appointments are subject to approval by a majority vote of the Board of Directors. The President has the authority to remove any or all executive appointments.

#### Vacancy

In the event that a student leader in ASI Programming should resign, a written notice of resignation must be submitted to the Vice President, respective advisor and the Director of Leader & Program Development.

#### **Abandonment**

A student leader position in ASI Programming is considered abandoned if the student leader is absent and non-communicative for more than five business days without notice to the Vice President, respective advisor, or the Director of Leader & Program Development.

#### Filling a vacancy of a student leader position

In the event of a vacancy in a student leader position in ASI Programming, the President, in consultation with the Vice President, shall appoint a new student leader to fill the vacant position subject to approval by a majority vote of the Board of Directors.

#### 4. PROGRAMMING DIRECTORS

Duties and responsibilities of the Programming Directors:

- Organize and facilitate weekly team meetings
- Monitor use of Programming Board budget
- Hold regular one-on-one meetings with the Programming Coordinators,

Deleted:	Meet 1:1
Deleted:	regularly

### ASSOCIATED STUDENTS INC., CALIFORNIA STATE UNIVERSITY, FULLERTON

#### POLICY STATEMENT

Guide and support Programming Coordinators with the development and implementation of      Transport Programming Coordinators with the development and implementation of	
proposed programs, marketing and outreach plans, and program evaluations  Oversee the coordination and development of involvement opportunities that introduce interested	Deleted: a
students to ASI student leadership and allow students to volunteer for events	Deleted: s
Oversee the coordination and development of major events	Deleted: s
Meet regularly with identified advisors,	Deleted: regularly
Interview and recommend Programming Coordinators for appointment, in consultation with the	Deleted. Togularly
Vice President	Deleted which
<ul> <li>Establish and maintain weekly office hours that commit enough time to adequately fulfill duties</li> <li>Attend summer, winter, and ongoing training sessions as identified by ASI Leader &amp; Program</li> </ul>	Deleted: which
Development	Deleted: s
	Deleted: Office
5. PROGRAMMING COORDINATORS	
Duties and responsibilities of the Programming Coordinators:	
Develop and implement the programs and activities that meet the charge of the Programing Board, including identifying marketing and outreach plans and post-program evaluations	
Attend weekly team meetings and other meetings as necessary to adequately fulfill duties	
Meet <u>regularly</u> with Programming Directors and identified advisor(s),	Deleted: regularly
Establish and maintain weekly office hours that commit enough time to adequately fulfill duties	Deleted: which
Attend summer, winter, and ongoing training sessions as identified by ASI Leader & Program	Deleted: s
Development	Deleted: Office
6. AICA CHAIR	
Duties and responsibilities of the AICA Chair:	
Lead all General Council and related meetings  Administry all funds allocated through AICA to recognized student organizations.	501110 3174
<ul> <li>Administer all funds allocated through AICA to recognized student organizations</li> <li>Oversee the procedure for recognized student organizations to join and continue as members of</li> </ul>	Deleted: Be responsible for the a
the General Council	Deleted: ation of
Hold regular one-on-one meetings with the Vice Chair and Coordinators	Deleted: Meet 1:1
Guide and support AICA Coordinators with the development and implementation of their	Deleted: regularly
proposed programs, marketing and outreach plans, and program evaluations	
Meet regularly with identified advisors     Interview and recommend AICA Coordinators for appointment, in consultation with the Vice.	Deleted: regularly
Interview and recommend AICA Coordinators for appointment, in consultation with the Vice President	
Establish and maintain weekly office hours that commit enough time to adequately fulfill duties	Deleted: which
Attend summer, winter, and ongoing training sessions as identified by ASI Leader & Program  Payalanment	Deleted: s
Development	Deleted: Office
7. AICA VICE CHAIR	Deleted: Be responsible for p
Duties and responsibilities of the AICA Vice Chair:	Deleted: ing
Prepare and post agendas for all General Council and related meetings in compliance will all	Deleted: ing,
applicable open meeting regulations	Deleted: in compliance will all applicable open meeting
In collaboration with the Chair, administer all funds allocated through AICA to recognized student	regulations,
organizations	Deleted: be responsible for the
In collaboration with the Chair, oversee the procedure for recognized student organizations to join  and continue as manhage of the Consell Council.  The continue as manhage of th	Deleted: ation of
and continue as members of the General Council  Maintain an archive of all documents related to General Council and related meetings	Deleted: Be responsible for m
Submit a current financial report at each General Council meeting	Deleted: ing
Attend weekly team and AICA meetings, and other meetings as necessary, to adequately fulfill	Deleted: ing
duties	Deleted: regularly
Meet_regularly_with AICA Chair and identified advisor(s)	Deleted: which
Establish and maintain weekly office hours that commit enough time to adequately fulfill duties	Deleted, willon

Deleted: which Deleted: s

#### ASSOCIATED STUDENTS INC., CALIFORNIA STATE UNIVERSITY, FULLERTON

DATE APPROVED:

#### POLICY STATEMENT

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Development	Deleted: Office	
8. AICA COORDINATORS		
Duties and responsibilities of the AICA Coordinators:		
Events Coordinator		
<ul> <li>Plan and implement AICA programming during the fall and spring semesters</li> </ul>		
<ul> <li>Meet with General Council members who receive allocations for an event in order to assist with</li> </ul>		
event implementation	Deleted: ing the event	
Facilitate discussions and collaboration amongst the General Council to promote paired		
programming		
Coordinate marketing for all AICA programming		
Attend weekly team and AICA meetings, and other meetings as necessary, to adequately fulfill		
duties		
Meet regularly with AICA Chair and identified advisor(s)  The little and provide a control of the control	Deleted: ing	
Establish and maintain weekly office hours that commit enough time to adequately fulfill duties	Deleted: regularly	
<ul> <li>Attend summer, winter, and ongoing training sessions as identified by ASI Leader &amp; Program</li> </ul>	Deleted: which	
Development	Deleted: s	
Diversity Coordinator	Deleted: Office	
Schedule cultural presentations at regular General Council meetings	Deleted: Be responsible for s	
Attend meetings of organizations for dialoguing on issues of concern	Deleted: ing	
<ul> <li>Facilitate discussions and collaboration amongst advocacy-focused commissions and other</li> </ul>	1	
entities to raise diversity awareness	Deleted: on the agenda for	
Prepare and present discussion sessions at General Council meetings and other events	Deleted:	
<ul> <li>Attend weekly team and AICA meetings, and other meetings as necessary, to adequately fulfill</li> </ul>	Deleted: areas	
duties		
Meet regularly with AICA Chair and identified advisor(s)	Deleted: ing	
<ul> <li>Establish and maintain weekly office hours that commit enough time to adequately fulfill duties</li> </ul>	Deleted: regularly	
<ul> <li>Attend summer, winter, and ongoing training sessions as identified by ASI Leader &amp; Program</li> </ul>	Deleted: which	
Development	Deleted: s	

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# **ENGINEERING AND COMPUTER SCIENCE**

College Report: February 11, 2020

# **Events form the last Semester**

# Donors, Advisors and Scholars Recept





# **ECS** Research Day



# Night With Industry







# Goals for the Rest of the Semester

- Create and publish survey
- Table (already tabling at the ECS Welcome Fair)
- Have blown up images of our Handbills submitted around the college(hopefully get 1 person for office hours!!)

# We are making a survey

Some of the questions will involve...

- Do you feel involved and connected with the school?
- Do you believe you feel safe in your environment?
- Do you know what ASI is and what it does?
- What are some programs that you would like to see in the college?

# **Upcoming Events**

### ECS Welcome Fair ICC 2/17



### Breakfast with the Dean 2/17



Thursday, February 20, 2020 3:00pm - 6:00pm | Titan Student Union Pavilions



### We got Handbills!!!



### ICC Report

Current Budget (Travel): \$52,000

Current Allocation: \$50,210.51

Current Budget (Project): \$6000

Current Allocation: \$5271.39

Meetings will be moved to bi weekly for the rest of the semester

- 3/2 Juniper 150
- 4/6 Pine 150
- 4/20 Pine 111
- 4/27 Pine 111
- 5/4 Pine 111



### the will be held in the FCS Student Success Center (28)

1PM-2PM in the CAREER CENTER at ECS

asboard-ecs@fullerton.edu

Mondays 2:00 - 3:00

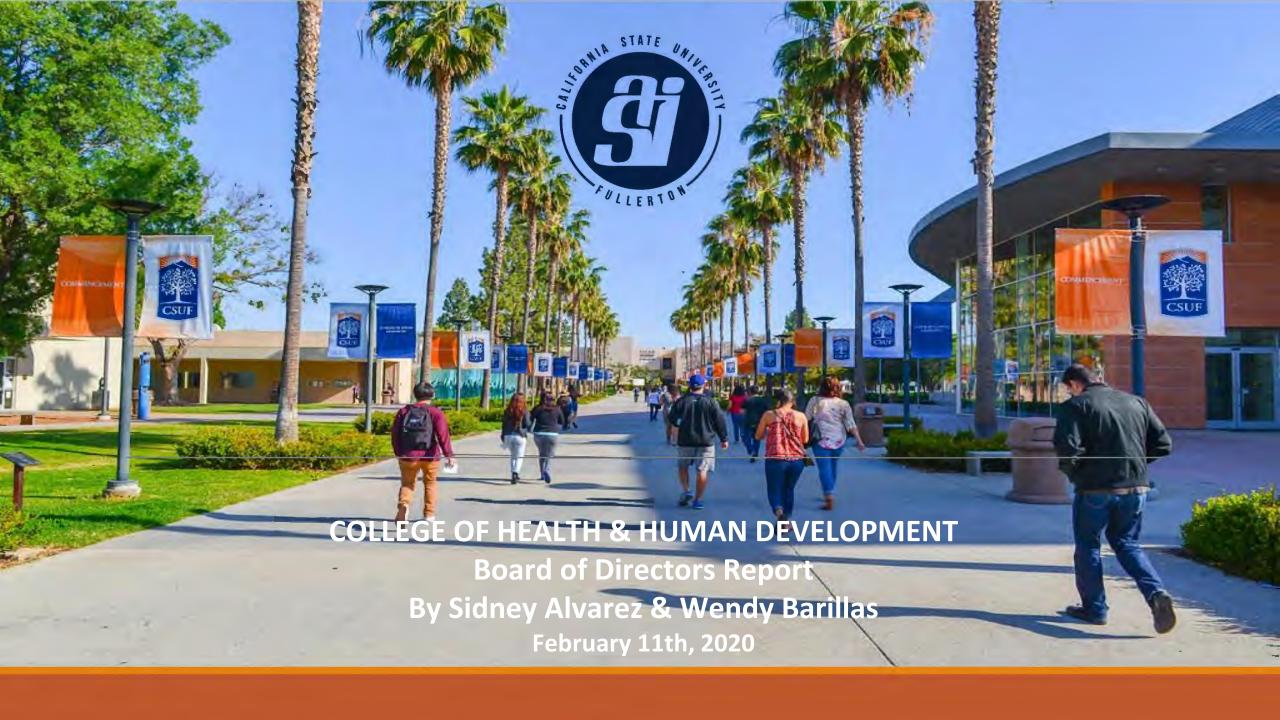
1PM-2PM in the STUDENT SUCCESS CENTER, CS 201

asboard-ecs2@fullerton.edu

### We Look Forward to Having a Great Y



### Thank You!!



### Our Goals

#### **Short Term**

- Increase the E-Board knowledge on ASI policies on funded councils and its relationship to their constitution
- Continue going to various HHD events and connect with students

### Long Term

- Bring more awareness of ASI to HHD students by working with the Dean to have new advertising around the buildings
- Increase collaborations between student organizations in the college, university, and ASI.
- Transition next BODs



### HHD-ICC Updates

#### Finances

- Current Budget as of 2/09
  - A-Side
    - 8050-20.99%
    - **8051-0.35%**
    - 8074-0.0%
  - B-Side
    - **8077-25.03%**
    - **8074-16.10%**

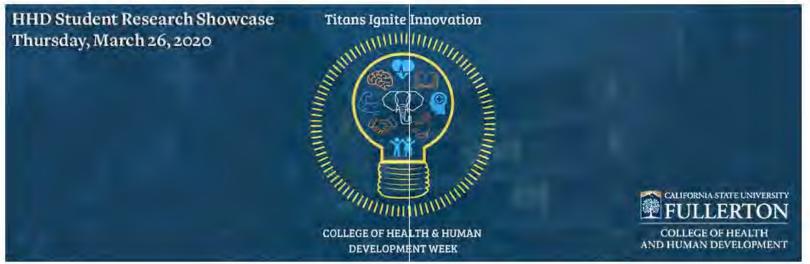
### General

- We have had two meetings for this semester
  - Friday's at 10am in KHS 193F
- We currently have 18 clubs and 2 members at large
- E-Board elections will be on April 10th, 2020
  - Application closes in March



## Upcoming Events

- Health and Human Development Week
  - March 23rd- March 27th
  - Showcase submissions close Feb 24th at 5pm
- HSSA Valentines Bake Sale
  - February 11th, 12pm-2pm, EC Building
- Active Minds Savers Fundraiser
  - Drop off at TSU 263, all semester



http://hhd.fullerton.edu/news/studentresearch.php

### Office Hours



Sidney
Tuesdays 12pm-1pm



Wendy
Thursdays 2:30pm-3:30pm





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February 11, 2020
Board of Directors
Executive Officers Report

#### **PRESIDENT** AARON AGUILAR

Hello everyone,

This past week saw one of Hollywood's finest actors, Winston Duke, visit our campus for a memorable night of insight and wisdom; before I jump into other updates, I just want to reemphasize how grateful I am to Asha, Keya, Drew, Austin, Leo, and so many others for making this happen. It was truly something special to see our ASI Speaker Series revived and I remain incredibly excited to see where the future leaders of our organization take it. This past week saw me meet with folks over in our campus Open Educational Resource department; they are hosting an event to inform students how they can access low-cost/zero-cost course materials for courses on Wednesday, March 4th at PLN 130. They have asked for us to share the word with students so please work to spread the word to students who could use the extra dough and would like FREE PIZZA! Additionally, I attended the kick-off meeting for the CSUF fundraising campaign congress and had the opportunity to chair our third Student Success Initiative Fee Advisory Committee this past Friday; please reach out if you have any specific questions regarding either of them. This week, I look forward to our ASI Town Hall & to providing a presentation regarding food insecurity to our Board of Trustees, the beginnings of our budget presentations in Finance this Thursday, and to serving on the interview panel for our next CSU Student Trustee this Friday at Cal Poly San Luis Obispo. As always, please reach out if you need anything at all or have any comments, questions, or concerns regarding any of the previous or upcoming events I mentioned above. Have a fantastic fourth week!:)

### CHIEF CAMPUS RELATIONS OFFICER CLAIRE JENKINS

No report

### CHIEF COMMUNICATIONS OFFICER ISAAC GONZALEZ

Hello everyone,

It is Town Hall week! We will be having our ASI Town Hall this Wednesday, February 12<sup>th</sup> from 11 AM to 12:30 PM at the TSU Grand Stairs. Pasta will be provided! I'd love to see you all at the event if you are available. We have been collecting prewritten questions from students and will continue to do so until Tuesday. Students could still submit questions through the Wufoo form: https://asicsuf.wufoo.com/forms/asi-town-hall-form.

The Community Engagement Commission is hosting a donation drive this week to collect hygiene products for the Tuffy's Basic Needs Services Center in celebration of its anniversary. Students could drop of items at the Info & Services desk throughout the week until Friday. We would greatly appreciate it if you could spread the word.

### CHIEF GOVERNMENTAL OFFICER TORI HUST

No report

CHIEF INCLUSION & DIVERSITY OFFICER MONICA MORALES-GARCIA

No report



# CHAIR, VICE CHAIR & TREASURER/SECRETARY REPORT February 11, 2020

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

Hello everyone! Happy Week 4!

- Budget presentations start this Thursday!! Yay!!! They will take place in the TSU Board Room from 1:15-3:45pm. Feel free to stop by if you'd like!
- MGC submitted their budget, and all advisers have approved or amended the budget proposals.
   Hopefully everyone will show up to their assigned day and time and we'll have a smooth series of presentations and deliberations!

Take care! Brittany

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

Greetings ASI,

I hope you all had a relaxing weekend!

#### Governance

♦ At the last meeting, we approved Resolution in Support of Proposition 13.

Though I sponsored the resolution, the hard work behind it was all Tori. She worked hard to put this together so if you have any questions, please reach out to her. I am also including links to help you with your research, as this will be coming to board next week.

Asha, thank you for these links.

https://lao.ca.gov/ballot/2020/prop13-030320.pdf

https://lao.ca.gov/ballot/2020/bond-debt-030320.pdf

♦ We discussed Policy Concerning Composition and Duties of Commissions. Governance will consider approving the policy this week. If you have any questions about the policy, please reach out to Asha or anyone on the Governance team.

#### Meetings/Events last week:

- ➤ Attended Winston Duke speaker series
- ➤ Black History Month Celebration
- ➤ Adult Reentry & Parenting Student Coordinator interview
  - o Chalea Forgues personally invited me to attend as they were going to be interviewing applicants for the position of student coordinator

#### **Informational**:

Abled Advocators has a **fundraiser today** called Taquero Mucho, They will be selling tacos, burritos, quesadillas, rice and beans and will have beverages. They will be located in the Humanities Quad from 11am to 4pm. Food is provided by El Cantarito. Please consider supporting if you are on campus today. In the past, they have expressed feeling very little support from ASI representatives. I'm sure they will appreciate seeing some of you there.

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 all,

- If you are planning to run for the 2020-2021 elections, the applications are open.
  - Please Note: Be ethical on decisions and actions moving forward.
     Do not use any positions for candidacy to influence others.
  - Also, please recuse or state your conflict of interest.
  - https://asicsuf.wufoo.com/forms/asi-elections-2020-petition-of-candidacy/
- There is plenty of room available for seats for the Dinner with 12
   Titans. I encourage all BOD and BOT member to consider participating.

   \*March 7<sup>th</sup> and 8<sup>th</sup>
  - SIGN UP TODAY!

https://alumni.fullerton.edu/studentoutreach/d12.php

- The Ethnic discussion topics are back. Claire and I will be working on creating a response for the students. We would like to gather any director to listen to the update of the situation to then explain to ICC's or any other organizations
- We hope to make an academic senate resolution in addition to the student responses.

Best,

Lorren