Minutes

ASI Board of Directors Meeting

📅 Tue November 12th, 2019
⏰ 1:15pm - 3:45pm  PST
📍 Titan Student Union Board Room

I. Call to Order
   Baker called the meeting to order at 1:15 p.m.

II. Roll Call
   Members Absent:
   Liaisons Present: Aguilar, Allen, Collins, Gonzalez, Hust, Jenkins, Kalra
   Liaisons Absent: Morales-Garcia
   *Indicates that the member was in attendance prior to the start of Unfinished Business, but left before the scheduled ending of the meeting. [According to the by-laws, a member of the board who does not remain until the scheduled ending for the meeting (3:45 p.m.) is considered not to be in attendance.]
   **Indicates that the member was in attendance for a portion of the meeting, but not in attendance prior to the announcement of Unfinished Business. [According to the by-laws, a member of the board who is not in attendance prior to the announcement of Unfinished Business is considered not to be in attendance.]
   EXCUSALS: None

III. Approval of Agenda
   Baker asked for a motion and second to approve the agenda. (Linares-m/Therrien-s) The agenda was approved by unanimous consent.

IV. Consent Calendar
   The November 5, 2019 meeting minutes were adopted by unanimous consent.
   a. 11/05/2019 Meeting Minutes

V. Public Speakers
Amir Dabirian, Vice President Information Technology, spoke to the Board in support of the Resolution for the permanent Food Pantry.

Harry LeGrande, Vice President Student Affairs, spoke to the Board in support of the Resolution for the permanent Food Pantry.

Dr. Dave Edwards, AVP Student Affairs, spoke to the Board in support of the Resolution for the permanent Food Pantry.

Martha Leon, BICC Chair, reminded the board that BICC Fall Bazaar event is coming up, Thursday, November 14th. She encouraged all to attend.

Anna White, Grad Student in Leader and Program Development spoke to the board about the Camp Titan Holiday gift giving program. They are currently accepting gifts. The gifts will be given to children at a special event in December. Giving is low and the campus community is urged to give.

Aliesha Wright, ASIP student-at-large, shared her experiences as a volunteer at the mobile food pantry. She spoke to the board about supporting the Resolution for the permanent Food Pantry.

Dr. Vincent Vigil, AVP Student Affairs, spoke to the board in support of the Resolution for the permanent Food Pantry.

Jose Bejar, Grad Assistant in Leader and Program Development, spoke to the board in support of the Resolution for the permanent Food Pantry.

Austin Ysais spoke to the board about some of the programs happening on campus, ASIP, collaboration with other clubs on campus and also collaborating with the children’s center for an upcoming special event for the parents. All Night Study is coming soon, watch for more information.

Pang read a statement from President Virjee in support of the Resolution for the permanent Food Pantry.

VI. Time Certain

a. 1:30pm Dr. Susan Barua, Dean College of Engineering & Computer Science
   Dr. Susan Barua, Dean for the College of Engineering and Computer Science provided a presentation overview of the college. The presentation is an attachment to the minutes.

b. 1:45pm Asha Nettles, Director, Leader & Program Development
   Asha Nettles, ASI Leader and Program Development Director spoke to the Board about training, transition and proposed revised elections process time frame. Nettles invited Khai Hoang to share the Elections Report as part of the presentation. Khai Hoang, Elections Director, provided a report on the goals, budget and activities for Elections. The report is an attachment to the minutes.

c. 2:15pm Jenni Brundage, Director, Housing & Residential Engagement
   To be rescheduled.

VII. Executive Senate Reports

a. EICC
   Yvette Parian, Chair, EICC provided an update report on the goals, budget and activities for EICC. The report is an attachment to the minutes.

b. IFC
   James Martinez, President, IFC provided an update report on the goals, budget and activities for IFC. The report is an attachment to the minutes.
c. **HHDICC**  
  Amy Nguyen, Chair, and Erin, Vice Chair for HHDICC, provided an update report on the goals, budget and activities for HHDICC. The report is an attachment to the minutes.

d. **ELECTIONS**  
  The Elections report was presented in collaboration with the Leader and Program Development Director's Time Certain Presentation.

VIII. **Unfinished Business**  
NONE

IX. **New Business**

a. **Action: Resolution Regarding The Fall 2019 Leadership Review Of The Chair Of The Board Of Directors**  
BOD 024 19/20 (Board Leadership Review) A motion was brought to the Board from the Board Leadership Review Committee to approve the Resolution Regarding the Fall 2019 Leadership Review of the Chair of the Board of Directors.

Linares yielded to Reveles, Board Leadership Review Committee Chair, to review the Committee's discussion and recommendation regarding the Board of Director's Chair. Reveles reviewed the BLR process, introduced the committee and shared an overview of the feedback gathering process. He reviewed a highlight of the feedback process. Reveles shared that the committee is recommending that Baker continue as Board Chair effective immediately through May 31, 2020.

Linares opened the floor to questions. There were no questions. Linares opened the floor to discussion. Discussion ensued. Linares asked if there were any objections to moving into a roll call vote. There were no objections.

**Decision:** BOD 024 19/20 The Board approved the Resolution Regarding the Fall 2019 Leadership of the Chair of the Board of Directors indicating that Lorren Baker will continue as Chair effective immediately through May 31, 2020 with a 17-0-1 Roll Call Vote.

Linares passed the gavel back to Board Chair, Baker.

b. **Action: Resolution Regarding The Fall 2019 Leadership Review Of The Vice Chair Of The Board Of Directors**  
BOD 025 19/20 (Board Leadership Review) A motion was brought to the Board from the Board Leadership Review Committee to approve a Resolution regarding the Fall 2019 Leadership Review of the Board of Directors Vice Chair.

Baker yielded to Reveles, Board Leadership Review Committee Chair, to review the Committee’s discussion and recommendation regarding the Board of Director’s Vice Chair. Reveles reviewed the committee’s discussion, the resolution and shared that the committee is recommending that Maria Linares continue as Vice Chair effective immediately, through May 31, 2020.

Baker opened the floor to questions. There were no questions. Baker opened the floor to discussion. Discussion ensued. Baker asked if there were any objections to moving into a roll call vote. There were no objections.
c. Action: Resolution Regarding The Fall 2019 Leadership Review Of The Treasurer/Secretary Of The Board Of Directors

A motion was brought to the Board from the Board Leadership Review Committee to approve a Resolution regarding the Fall 2019 Leadership Review of the Board of Directors Treasurer/Secretary.

Baker yielded to Reveles, Board Leadership Review Committee Chair, to review the Committee’s discussion and recommendation regarding the Board of Director’s Treasurer/Secretary. Reveles reviewed the committee’s discussion, the resolution and shared that the committee is recommending that Brittany Cook continue as Treasurer/Secretary effective immediately, through May 31, 2020.

Baker opened the floor to questions. There were no questions. Baker opened the floor to discussion. Discussion ensued. Baker asked if there were any objections to moving into a roll call vote. There were no objections.

Decision: BOD 026 19/20 (Board Leadership Review) The Board approved the Resolution Regarding the Fall 2019 Leadership of the Treasurer/Secretary of the Board of Directors indicating that Brittany Cook will continue as Treasurer/Secretary effective immediately through May 31, 2020 with a 17-0-1 Roll Call Vote.

d. Action: Resolution to Establish ASI Food Pantry

A motion was brought to the Board from the Governance Committee to approve a Resolution to Establish ASI Food Pantry.

Baker yielded to Mansi Kalra to review a presentation on the history behind the development of the Resolution and the process of approval through the Governance. Baker yielded to Maria Linares, Vice Chair, to review the resolution and discussion from Governance.

Baker opened the floor to questions and discussion.

Hanna asked if the plan would be presented to the Board in the spring semester. Kalra shared this resolution is the start and would open the door to have the necessary conversations about logistics.

Hanna asked how long the discussion about a permanent food pantry had been in process. Baker shared this is a recent item, CSSA has been working to ensure that all CSU campuses have a pantry on site.

Allen shared an overview of the progression of the food pantry process, sharing that former leaders have been addressing food insecurity concerns for many years, referring back to the beginning with Tuffy’s Basic Needs, the mobile food pantry, and now progressing to a permanent resource.

Linares shared that she is proud that ASI is proceeding with this resolution and shared appreciation for past leaders, students-at-large, Nettles for the Grant, and to all of ASI
leadership for their support. Hust acknowledged Aguilar and Kalra for their hard work on this project.

Aguilar shared a student at large wanted to speak to the board today, but could not come to the meeting due to unforeseen circumstances. Aguilar read a statement from the student. He shared appreciation for all who worked on this project, especially Kalra.

Baker asked if there were any objections to moving into a roll call vote. There were no objections.

**Decision:** BOD 027 19/20 (Governance) Roll Call Vote: 18-0-0 The Resolution to Establish ASI Food Pantry was adopted.

X. **Reports**

a. **EXECUTIVE REPORTS:**
   The Executive Officers provided an overview of their written reports. The report is an attachment to the minutes.

   1. **Executive Officers Report**

b. **BOARD LEADERSHIP REPORTS:**

   1. **Treasurer/Secretary (Cook)**
      Brittany Cook, provided highlights from the Treasurer/Secretary’s written report. The report is an attachment to the minutes.

   2. **Vice Chair (Linares)**
      Maria Linares, provided highlights from the Vice Chair’s written report. The report is an attachment to the minutes.

   3. **Chair (Baker)**
      Lorren Baker, Chair provided highlights from the Chair's written report. The report is an attachment to the minutes.

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

   Alvarez shared that HHD is hosting a "mini Discoverfest", tomorrow, Wednesday in the Housing area. Open to anyone who would like to come.

   Therrien wondered if there is a review process for the Exec Team. Baker suggested bringing this topic to Governance.

   Pang shared a reminder, New Org Orientation is open, submit by Nov 30th. Homecoming, this weekend, November 16th. Promo event through SLL for orgs.

   Gonzalez shared that the second installment of Direct from the Board was released today, Tuesday, 11/12.

   Aguirre shared a flyer for her show, and stated that the last date is Saturday.

   Linares, reminder, CSU BoT meeting, urged leaders to consider attending, meetings will be next Tuesday 19th and Wednesday 20th.

   Allen reminded student leaders to take care of themselves as we move toward the end of the year. Also reminded ASI resources available, ASI advisors, CAPS and Advisors through Athletics. Student Leaders are charged with having difficult conversations, you don’t have to agree with everyone, but there should be a sense of respect for each other. Shared that she is available to support, reach out.
XII. **Adjournment**

Baker adjourned the meeting at 3:19 p.m.

Brittany Cook, Treasurer/Secretary

Susan Collins, Recording Secretary
### Roll Call 2019-2020

#### 11/12/2019 ASI Board Meeting Roll Call

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California State University, Fullerton
College of Engineering and Computer Science (ECS)

ASI Board of Directors Meeting

Susan Barua, PhD
Dean, ECS
November 12, 2019
Mission - College of ECS

- Educate engineers and computer scientists who excel technically, professionally, and are productive global citizens

- Develop a diverse and talented workforce that will fulfill engineering and computer science industry needs in our region
FALL 2019
Enrollment Data by Department

TOTAL 4547

Civil & Environmental Engineering
Includes M.S. in Environmental Engineering (on-line)

Computer Engineering

Computer Science
Includes M.S. in Computer Science & M.S. in Software Engineering (state support)

Electrical Engineering

General Engineering

Mechanical Engineering

4547

957

863

414

447

1821
ECS Student Profile: Gender

FALL 2019

- Female: 82.53%
- Male: 17.43%
- Non-Binary: 0.04%
ECS Student Profiles

Underrepresented students include Black, Hispanic, Native American/American Indian and Pacific Islander categories.

**FALL 2019**
- No: 65.3%
- Yes: 34.7%

**Pell Grant Recipients (low income)**
- Received Pell Grant: 35.4%
- Did not Receive Pell Grant: 64.6%

**First Generation Students to Attend College**
- First Generation Students: 28%
- Not First Generation Students: 72%

NOTE: Pell Grant is awarded to undergraduate students only.
ECS – Degrees Offered

• 14 degrees total

- **BS & MS** Civil, Computer, Electrical & Mechanical Engineering and Computer Science
- **Integrated BS-MS** Computer Engineering (4 years)
- **MS (Online only)** Environmental Engineering & Software Engineering
- **BS** General Engineering with Biomedical Device Engineering Option
ECS Faculty

• 141 Full-time Equivalent Faculty (FTEF) positions

- 67 full-time faculty
  - Actively involved in research with funded grants
  - Engages students in research

- Rest are part-time faculty – Majority with several years of industry experience

- 7 tenure-track faculty searches underway
ECS Distinctions

• Nationally accredited programs

2019 US News and World Report Ranking
• Undergraduate programs ranked 38 in the US
• Online Graduate Programs ranked 1st among non-PhD granting universities

• Interdisciplinary design projects/research
• Student publications
• National winners of several student design project competitions
Student Support

- ALEKS – Math readiness for First-Time Freshmen
- First Year Experience (FYE)
- Degree program roadmaps
- Mandatory academic advising
- 15 units per semester campaign
- Tutoring for all lower-division course
- Co-curricular initiatives & activities
- Workforce readiness
First Year Experience

- EGGN 100 – Introduction to Engineering
- Early Warning < 2.3 GPA
- Peer mentoring
- WICSE Learning Community
- Student clubs
- Faculty/student research speaker series
Co-curricular Initiatives

• Women in Computer Science & Engineering (WiCSE)

• ECS Ambassadors Program

• Entrepreneur in Residence
Workforce Readiness

- Applied hands-on project based learning
- Industry sponsored projects through ECS Corporate Partners Program
- Design project showcases & competitions
- Internships
- Career fairs
- Professional development workshop series
- Google in Residence program
Industry Engagement

• Corporate Partners Program
• Professor for a Day
• Industry Advisory Boards
• Industry presentations
• ECS Career Fairs
• ECS Career Specialist
Community Engagement

• Pumpkin Launch with Discovery Cube

• Creative Coding & STEM Expo for OC Girl Scouts

• After-school Robotics Program for Fullerton Boys and Girls Club
ECS Overview

ALEKS  Entrepreneurial Mindset  FYE
Learning Communities  Co-curricular Activities
Advising  
Engineering Ambassador  Community Engagement
Tutoring  Industry Engagement
Workforce Readiness  Roadmaps
Student Clubs  Peer Mentoring
Thanks for Your Time!
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<td>Campaign Week 1</td>
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<td>Candidate Orientation</td>
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<td>Level 1: Chief Officers and Program Directors</td>
<td>Level 2: Commission Leads, Elections Dir., Programming Coordinators, IRA Chair</td>
<td>Level 3: Comm. Coordinators, Programming Coordinators and Elections Coordinators</td>
<td>Review Level 1 Applications</td>
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### Level 1 Interviews
**Transition:**
- BOD – 4:1s (Incoming/Outgoing/Advisor)
- BOT – 1:1s with advisor

| Appointment: Level 1 Interviews
| Transition: (if available) 1:1s with Incoming 1:1s BOD Incoming/Outgoing w/out advisor BOT – 1:1s with advisor |
|-----------------------------|---------------------------------------------------------------------------------------------------------------|
| 22                         | 23 24 25 26 27 28                                                                                           |

### April 2020

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**Appointment: (If available)**     **Level 2 Interviews**
- Transition: (if available)
  - 1:1s with incoming and advisor
  - BOD Incoming/Outgoing w/out advisor
  - TSCBOT: 1:1s with advisor

| Appointment: Level 3 Interviews
| Transition: Executive Officers and Program Dir. 1:1s |
|-----------------------------|---------------------------------------------------------------------------------------------------------------|
| 12 13 14 15 16 17 18      | 19 20 21 22 23 24 25                                                                                           |

**Appointment: **
- **Yay! Finished!**

| Transition: Executive Officers and Program Dir. 2:1s |
|-----------------------------|---------------------------------------------------------------------------------------------------------------|
| 26 27 28 29 30 May 1 May 2 | 3 4 5 6 7 8 9                                                                                               |

### May 2020

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**Transition:**
- Exit Interviews: Executive Officers
- Exit Interviews: Prg. and Comm. Coordinators

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<thead>
<tr>
<th>Finals Week</th>
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<td>Executive Officer Training</td>
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<td>Student Government Training</td>
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<td>Note: Recommended 3rd day to be added</td>
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**June 2020**

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<tbody>
<tr>
<td>Student Government Installation and 1st Meetings</td>
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<tr>
<td>Comm/Programming Training</td>
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<td>Student Government Installation and 1st Meetings</td>
<td>Comm/Programming Training</td>
<td>Comm/Programming Training</td>
<td>All Student Leader Retreat</td>
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<td>All Student Leader Retreat</td>
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<tr>
<td>All Leads Training</td>
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<tr>
<td>Individual Teams Training</td>
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<td>All Leads Training</td>
<td>Individual Teams Training</td>
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Education ICC

By: Yvette Parian (EICC Chair)
Goals for the Semester

• Encourage events and programs within EICC clubs
Goals for the Year

• Create more visibility for the EICC on campus
  - Website
    - csufeicc.weebly.com
  - Visiting Credential prerequisite classes
  - Outreach to both Undergrad and Grad students

• Create a email list
Current Funding Status

• Side A
  - 91.94% spent on Supplies
    - Supply Box, Table cloth
  - 60.12% spent on Printing and Advertising
    - Business Cards
  - 100% spent on Contracts, Fees, & Rentals
    - Education Week: TSU Reservation Research Symposium (upcoming)
      - Catering

• Side B
  - Contracts, Fees, & Rentals (0% spent)
  - Travel (0% spent)
    - 7 pending
Events

Fall Events
● Education Week
  ○ November 12 - 15
  ○ Titan Walk
  ○ TSU Space

Spring Events
● TBD
Thank you for your time!
Term Goals

◦ Market the good that chapters do to the community to be able to showcase it to the school

◦ Hold more community service events to have some outreach to the community

◦ Prepare transition manuals for the next E-Board that way we can continue the positive direction IFC is moving in

◦ Reinvigorate the IFC community through IFC Week and bring us together more as a council
Upcoming Events

IFC Cup Week
November 14th – 16th
Community Service, Spikeball, Ultimate Frisbee
President Virgee Trying to attend

Pursuit of Excellence December 3rd

IFC Executive Officer Elections December 4th
## Percent of Budget Spent

<table>
<thead>
<tr>
<th>Account Title</th>
<th>Beginning Amount</th>
<th>Amount Spent</th>
<th>Percentage Spent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supplies</td>
<td>700</td>
<td></td>
<td>0.00%</td>
</tr>
<tr>
<td>Printing and Advertising</td>
<td>1,000</td>
<td>113.04</td>
<td>11.30%</td>
</tr>
<tr>
<td>Contracts/ Fees/Rentals</td>
<td>3,000</td>
<td>1928.73</td>
<td>64.29%</td>
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<tr>
<td>Travel</td>
<td>2,500</td>
<td></td>
<td>0.00%</td>
</tr>
<tr>
<td>Dues/Subscriptions</td>
<td>1,800</td>
<td>1699</td>
<td>94.39%</td>
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<tr>
<td>Total</td>
<td>9,000</td>
<td>3740.77</td>
<td>41.56%</td>
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</table>
Plans for Budget

Supplies
Order a Banner and a Table Cloth to help us look more professional and to match the canopy

Printing
Save for printing brochures for next semester

Contracts
Half to be used for the Fraternity Leadership Conference

Travel
Saving for AFLV next semester (Leadership Conference for IFC and PHC)

Subscriptions
Plan to transfer money to cover NIC dues (National Interfraternity Council)
Questions?
Meet The Team (HHD-ICC & ASI BOD)

- Lillybeth Sasis - HHD-ICC Advisor
- Amy Nguyen - Chair
- Erin Furtak - Vice Chair of Finance
- Dana Mays - Director of Administration
- Desiree Merida - Director of Public Relations
- Yvette Silva - Director of Event Planning
- Wendy Barillas - ASI BOD
- Sidney Alvarez - ASI BOD
Side A Funding

- E-Board Retreat in August
- Printing Agendas
- Goody bags for Birthdays and Halloween
- Business Cards
- * HHD week 50-80%

<table>
<thead>
<tr>
<th>Item</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>8050-Supplies</td>
<td>12.01%</td>
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<tr>
<td>8051-Printing and Advertising</td>
<td>0.35%</td>
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<tr>
<td>8074-Contracts, Fees, and Rentals*</td>
<td>0.48%</td>
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## Current Funding Status

<table>
<thead>
<tr>
<th>Description</th>
<th>Starting Amount ($)</th>
<th>Amount Allocated ($)</th>
<th>Remaining Amount ($)</th>
<th>% of Budget Allocated</th>
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<tbody>
<tr>
<td>8074 (Contracts/Fees/Rentals)</td>
<td>$3,100</td>
<td>$206.37</td>
<td>$2,893.63</td>
<td>6.66%</td>
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<tr>
<td>8077 (Conference Travel)</td>
<td>$15,000</td>
<td>$1,411.00</td>
<td>$13,589.00</td>
<td>9.41%</td>
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Goals

Short Term Goals - Increasing Budget Use

- List of previously attended conferences
- Amendments to the Constitution
  - Increased limit on individual funding from $500 to $500 for non-active participants and $750 for active participants (per ASI’s guidelines)
  - Increased limit on groups of active participants from $1,000 to $2,000
  - Increased limit of groups of non-active participants from $800 to $1,000
- Discussion about funding ideas

Long Term Goals - Budget and Council

- Upcoming event - HHD Week
- Utilization of budget fully by end of academic year
- Creating an inclusive environment
Events

- California Nursing Students’ Association Annual Convention
- Best Buddies Leadership Conference
- Asian American Psychological Convention
- American College of Sports Medicine
- HHD - ICC Bowl with the Boards
Meetings - Fridays 10-11:30am in KHS 193F

- Birthday Celebrations
- Kahoot / Budget Game
- Guest Speakers
  - Professor Ginamarie Scherzi, M.S.
  - Elizabeth Bobadilla from Career Center
  - Dean Rhodes - HHD Strategic Plan for 2018-2019, 2022-2023
  - Sydney Ochoa Memberships Coordinator from SRC
Other Updates

- HHD-Week: March 23rd - 27th
- 17 student organizations
  - + 2 joining us soon
  - + 1 joining next semester
- Currently 4 members-at-large
  - + 1 joining us soon
Thank you! 😊

Any Questions?
ELECTIONS: BOARD OF DIRECTORS REPORT
ELECTIONS TEAM GOALS

SHORT TERM:
- Increase/Improve Academic Outreach
- Dialogue & Communication
- Workshops and Information Provisions

LONG TERM:
- Plan/Collaborate on Spring Events
- Establish Outreach/Workshop Precedents
- Increase Voter Turnout
CURRENT FUNDING STATUS

Our team has spent 0.00% of our current budget.

Will collaborate with programming teams with larger budgets to accommodate event plans.

Current funds to be used on general supplies: printing, shirts, etc.
EVENTS

- **November 11 – November 22: The Roadshow and Outreach**
- **After Fall Break: Workshops (Qs & As, Informational, Planning, etc.)**
- **Spring “Get Out the Vote”**
- **Meet the Candidates**
- **Executive Team Debates**
- **Voting Party**
THANK YOU

Questions?

ACTIONS@FULLERTON.EDU
Resolution Regarding The Fall 2019 Leadership Review Of The Chair Of The Board Of Directors
Sponsor: Marcus Reveles

WHEREAS, the Associated Students, CSUF, 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 the Board of Directors, who set policy for the organization, approve all funding allocations to programs and services, and advocate on behalf of student interests on committees and boards; and

WHEREAS, the Board Leadership Review Committee is responsible for completing a review of the Chair during the Fall semester and recommending if they continue in the position through the Spring semester; and

WHEREAS, the Board Leadership Review Committee has completed its review of the Chair for the Fall semester; therefore be it

RESOLVED, that with the adoption of this resolution, the current Chair of the Board of Directors shall continue in their position through the Spring 2020 semester; and be it further

RESOLVED, that this decision is made with the understanding that the current Chair of the Board of Directors should work on communication and support equally with all ASI entities and accountability measurements for both themselves and the full Board of Directors, and be it further

RESOLVED, that this resolution be distributed to the Board of Directors, Executive Officers, Titan Student Centers Board of Trustees, and Executive Director, all of ASI.

Adopted by the Board of Directors of the Associated Students, California State University, Fullerton, Inc., on the twelfth day of November, two thousand and nineteen.
Resolution Regarding The Fall 2019 Leadership Review Of The Chair Of The Board Of Directors
Sponsor: Marcus Reveles

WHEREAS, the Associated Students, CSUF, 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 the Board of Directors, who set policy for the organization, approve all funding allocations to programs and services, and advocate on behalf of student interests on committees and boards; and

WHEREAS, the Board Leadership Review Committee is responsible for completing a review of the Chair during the Fall semester and recommending if they continue in the position through the Spring semester; and

WHEREAS, the Board Leadership Review Committee has completed its review of the Chair for the Fall semester; therefore be it

RESOLVED, that with the adoption of this resolution, the current Chair of the Board of Directors shall continue in their position through the Spring 2020 semester; and be it further

RESOLVED, that this decision is made with the understanding that the current Chair of the Board of Directors should work on communication and support equally with all ASI entities and accountability measurements for both themselves and the full Board of Directors, and be it further

RESOLVED, that this resolution be distributed to the Board of Directors, Executive Officers, Titan Student Centers Board of Trustees, and Executive Director, all of ASI.

Adopted by the Board of Directors of the Associated Students, California State University, Fullerton, Inc., on the twelfth day of November, two thousand and nineteen.

Lorren Baker
Chair, Board of Directors

Brittany Cook
Treasurer/Secretary, Board of Directors
Resolution Regarding The Fall 2019 Leadership Review Of The Vice Chair Of The Board Of Directors
Sponsor: Marcus Reveles

WHEREAS, the Associated Students, CSUF, 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 the Board of Directors, who set policy for the organization, approve all funding allocations to programs and services, and advocate on behalf of student interests on committees and boards; and

WHEREAS, the Board Leadership Review Committee is responsible for completing a review of the Vice Chair during the Fall semester and recommending if they continue in the position through the Spring semester; and

WHEREAS, the Board Leadership Review Committee has completed its review of the Vice Chair for the Fall semester; therefore be it

RESOLVED, that with the adoption of this resolution, the current Vice Chair of the Board of Directors shall continue in their position through the Spring 2020 semester; and be it further

RESOLVED, that this decision is made with the understanding that the current Vice Chair of the Board of Directors should work on communication and support equally with all ASI entities and inclusive treatment for the full Board of Directors, and be it further

RESOLVED, that this resolution be distributed to the Board of Directors, Executive Officers, Titan Student Centers Board of Trustees, and Executive Director, all of ASI.

Adopted by the Board of Directors of the Associated Students, California State University, Fullerton, Inc., on the twelfth day of November, two thousand and nineteen.

Lorren Baker  Brittany Cook
Chair, Board of Directors   Treasurer/Secretary, Board of Directors
Resolution Regarding The Fall 2019 Leadership Review Of The Treasurer/ Secretary Of
The Board Of Directors
Sponsor: Marcus Reveles

WHEREAS, the Associated Students, CSUF, 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 the Board of Directors, who set policy for the organization, approve all funding allocations to programs and services, and advocate on behalf of student interests on committees and boards; and

WHEREAS, the Board Leadership Review Committee is responsible for completing a review of the Treasurer/ Secretary during the Fall semester and recommending if they continue in the position through the Spring semester; and

WHEREAS, the Board Leadership Review Committee has completed its review of the Treasurer/ Secretary for the Fall semester; therefore be it 

RESOLVED, that with the adoption of this resolution, the current Treasurer/ Secretary of the Board of Directors shall continue in their position through the Spring 2020 semester; and be it further

RESOLVED, that this decision is made with the understanding that the current Treasurer/ Secretary of the Board of Directors should work on communication and support equally with all ASI entities and transparency with the full Board of Directors, and be it further

RESOLVED, that this resolution be distributed to the Board of Directors, Executive Officers, Titan Student Centers Board of Trustees, and Executive Director, all of ASI.

Adopted by the Board of Directors of the Associated Students, California State University, Fullerton, Inc., on the twelfth day of November, two thousand and nineteen.

Lorren Baker
Chair, Board of Directors

Brittany Cook
Treasurer/Secretary, Board of Directors
A Resolution to Establish ASI Food Pantry

**Sponsors:** Lorren Baker

**Co-Sponsors:** Mansi Kalra, Aaron Aguilar, Skylar Soria, Marcus Reveles, Brittany Cook, Maria Linares, Wendy Barillas, Josh Mitchell, Trevor Neal

**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**, in March 2016, Vice President for Student Affairs Dr. Berenecea Johnson Eanes charged the CSUF Food and Housing Security Task Force with researching and developing innovative resources and services to combat food insecurity and housing displacement on the California State University, Fullerton (CSUF) campus;¹ and

**WHEREAS**, this task force established that their highest priority was the creation of an on-campus food pantry to serve students who face food insecurity and recommended that the proposed location be in a high traffic and easily accessible area to students;² and

**WHEREAS**, this task force recommended the food pantry be sufficiently staffed with properly trained employees and funded to ensure long-term sustainability;³ and

**WHEREAS**, it is pertinent to create an intake system where a student’s need takes precedence over eligibility to normalize the use of services to aid in destigmatizing food insecurity;⁴ and

**WHEREAS**, the Chancellor’s Office Study of Student Service Access and Basic Needs, April 2019, found that it is essential for higher education institutions to address food insecurity because insufficient or inadequate nutrition can greatly influence student wellness and academic achievement;⁵ and

---

¹ [https://drive.google.com/file/d/1crmp_QdoT4c9ZaqlSV738panamZEcc6X/view?usp=sharing](https://drive.google.com/file/d/1crmp_QdoT4c9ZaqlSV738panamZEcc6X/view?usp=sharing)
² [https://drive.google.com/file/d/1Qc1gZ39yB9bf9BahpBcKNg88QlADJHh/view?usp=sharing](https://drive.google.com/file/d/1Qc1gZ39yB9bf9BahpBcKNg88QlADJHh/view?usp=sharing)
³ [https://drive.google.com/file/d/1VVFcw00nFJ_GXqkDFVHqHtaE9DD6WIV/view?usp=sharing](https://drive.google.com/file/d/1VVFcw00nFJ_GXqkDFVHqHtaE9DD6WIV/view?usp=sharing)
⁵ Cady, 2014; [https://www2.calstate.edu/impact-of-the-csu/student-success/basic-needs initiative/Documents/BasicNeedsStudy_Phase_3.pdf](https://www2.calstate.edu/impact-of-the-csu/student-success/basic-needs initiative/Documents/BasicNeedsStudy_Phase_3.pdf)
WHEREAS, the service area of CSUF is Orange County where 12.1% of residents (approximately 382,316) in Orange County live in poverty and the cost of living is 91% higher than the national average; and

WHEREAS, the level of food security of a student impacts grade point average (GPA) and students with high levels of food insecurity were found to have lower GPAs and were at a higher risk of diminished academic outcomes; and

WHEREAS, students who received Pell Grants reported higher rates of food insecurity than the CSU average and students that are Pell eligible accessed food pantries more often than those who were not; and

WHEREAS, 48% of the CSUF undergraduate population is Pell Grant eligible (approximately 16,750 students); and

WHEREAS, CSUF Strategic Plan 2018-2023 goal Commitment to a Transformational Titan Experience has a strategy that states the university strives to “create, enhance, and communicate programs and policies to narrow gaps in basic student health and well-being”; and

WHEREAS, Tuffy’s Basic Needs Services was opened in Spring 2018 to identify and serve students who are experiencing an unforeseen hardship, emergency, crisis, or catastrophic life event; and

WHEREAS, from August 2019-September 2019 the Tuffy’s Basic Needs Services provided 72 referrals where 60 were food related; and

WHEREAS, ASI passed: Resolution In Support of the Food Insecurities and Homelessness Task Force at California State University, Fullerton (2016), Resolution in Support of Food and Housing Security Emergency Fund (2017), and Resolution In Support of Tuffy’s Basic Needs Center (2018) demonstrating ASI’s long standing commitment advocating for supporting resources to aid students who face food insecurity and housing displacement; and

WHEREAS, the Chancellor’s Office Study of Student Service Access and Basic Needs found that food pantries on campus are often a first response to address basic needs security, and

6 https://www2.calstate.edu/apply/freshman/Documents/CSULocalAdmission-ServiceAreas.pdf
7 https://www.census.gov/quickfacts/orangecounty/california (most recent numbers were from July 2018)
10 https://www2.calstate.edu/impact-of-the-csu/student-success/basic-needs-initiative/Documents/BasicNeedsStudy_phaseII_withAccessibilityComments.pdf
11 Dr. Tonantzin Oseguera, Associate Vice President for Student Affairs (2019)
12 http://planning.fullerton.edu/_resources/pdfs/SP-Revised-Draft-5-23.pdf
13 Carmen Curiel, Associate Dean of Students/ Case Services (2019)
assist in providing adequate nutrition to students; \(^{17}\) and

**WHEREAS**, ASI partnered with Fullerton Grocery Outlet and launched a Mobile Food Pantry November of 2018, in Spring 2019 the pantry expanded frequency to twice a semester, and Fall 2019 the pantry expanded frequency to once a month; and

**WHEREAS**, ASI’s Mobile Food Pantry for September 2019 received a total of 253 check-ins, with usage data reflecting utilization by all classes with graduate students and undergraduate juniors and seniors showing the most use; \(^{18}\) therefore let it be

**RESOLVED**, ASI shall continue its ongoing commitment to support students who face food insecurity by establishing a permanent food pantry; and let it be

**RESOLVED**, the implementation plan of *ASI Pantry* will be presented to the Board of Directors by the end of Spring 2020; and let it be

**RESOLVED**, ASI Food Pantry exists solely to serve matriculated students at CSUF; and let it be

**RESOLVED**, ASI commits space in the Titan Student Centers and ASI staff resources to manage ASI Food Pantry daily operations; and let it be

**RESOLVED**, that ASI Pantry location will be allocated through the Titan Student Centers (TSC) Board of Trustees, and its permanent placing should be located in a high traffic, visible, easily accessible, and ADA compliant area to follow the CSUF Food and Housing Security Task Force recommendations; and let it be

**RESOLVED**, ASI Pantry shall be open at varies times with a goal to reach the maximum number of students; and let it be

**RESOLVED**, ASI recommends CSUF Division of Student Affairs to collaborate with ASI to create comprehensive training for ASI Food Pantry employees; and let it be

**RESOLVED**, ASI urges the CSUF Division of Student Affairs and the Division of University Advancement to assist in maintaining a sufficiently stocked pantry; and let it be

**RESOLVED**, ASI President or designee shall collaborate with ongoing efforts of the Tuffy’s Basic Needs Services to enhance the reach of their educational marketing campaigns that destigmatize food insecurity and other basic needs resources on campus, and together create a marketing campaign to increase the visibility of the food pantry; and let it be

**RESOLVED**, ASI President or designee shall collaborate with ongoing efforts of the CSUF Student Wellness Department to enhance the scope of their educational marketing campaigns on personal nutrition and nutritional programming on campus; and let it be

\(^{17}\) Cady, 2014; Goldrick-Rab, Cady, & Coca, 2018; https://www2.calstate.edu/impact-of-the-csu/student-success/basic-needs-initiative/Documents/BasicNeedsStudy_Place_3.pdf

\(^{18}\) Student Life and Leadership Event Pass Data
RESOLVED, ASI will perform annual assessments of the pantry to assess fiscal stability, usage, and student satisfaction; and let it be

RESOLVED, that the results of these assessments and additional relevant updates will be presented to the Board of Directors annually by ASI President and ASI staff; therefore let it be finally

RESOLVED, that this Resolution be distributed to the CSU Chancellor’s Office, California State Student Association, Second Harvest Food Bank of Orange County, and the following CSU Fullerton departments, divisions, and entities for their support and consideration: Office of the President, the President’s Advisory Board, Office of the Vice President of University Advancement, Office of the Vice President for Student Affairs, the Office of the Dean of Students, Tuffy’s Basic Needs Center, the Office of Student Wellness, the Academic Senate, the CSUF Alumni Association, respective ASI departments and programs, and the Daily Titan.

Adopted by the Board of Directors of the Associated Students, California State University, Fullerton, Inc., on the twelfth day of November, two thousand and nineteen.

Lorren Baker  
Chair, Board of Directors

Brittany Cook  
Treasurer/Secretary, Board of Directors
Hello all! I hope you all enjoyed your three-day weekend, this week we were provided with some exciting updates for the food pantry! On Wednesday, VP Amir Dabirian and Dr. Oseguera presented a cutting-edge intake method that would work in collaboration with financial aid to ensure that all students have equitable access to food based on their financially expected family contribution; we are extremely grateful for both of their support in developing such a remarkable concept.

Additionally, we had a productive visit from David Gillanders, the Executive Director of Pathways of Hope, and examined the logistics of utilizing the expertise of a representative from Pathways of Hope in setting up the operation of our pantry for success while touring Tuffy’s Basic Needs and potential spaces for the pantry in the TSU.

This week also saw the executive team meeting with President Virjee, Danielle Garcia, and VP Forgues to provide feedback on the preferred qualities of our next Vice President of Student Affairs as work begins next week by the selected search committee to appoint our next one. I will be serving on the committee so please feel free to reach out to myself with any suggestions you may have. Also, I will be presenting on the CSSA Letter of Opposition to the proposed Quantitative Reasoning requirement at an SQE meeting next Wednesday in preparation for the upcoming CSU Board of Trustees meeting next week; please reach out if you have any questions regarding what specifically occurred with this topic at CSSA. Other than that, I hope you all have a lovely week and look forward to the presentation of the food pantry resolution!

This past week exec had a meeting with President Virjee in regards to the search for the next VP of Student Affairs. We gave him our input about what we want to see in this person. There will be more opportunities for input in the future.

Thank you to all of you who attended the student leader social. Our council members were glad to have the opportunity to meet you all.
Aaron, Lorren and I had a productive meeting with VP Dabirian and Dr. O regarding an intake system for the food pantry. We can share more about it but I believe that it will be very successful.

We also had a great meeting with Pathways of Hope to see how we can collaborate on our pantry.

I've been working with WARC to host a Women's Political Panel on November 18th. I'll send out marketing materials soon and I hope that you can all attend.

CHIEF CAMPUS RELATIONS OFFICER
CLAIRe JENKINS

Hey all,

Just one update. We are currently working to develop a larger ethnic studies (AB1460) focus group forum, as some students felt that they were not included last time. We had a great meeting with Valerie and Maria this week and will also be looking to collaborate with members of the Academic Senate so we can facilitate better collaboration with faculty. Please join us—I would love for all of BOD to be involved on this, as it impacts students in every college! Thanks.

CHIEF COMMUNICATIONS OFFICER
ISAAC GONZALEZ

Hello everyone, I have a short report today.

The strategic plan is finally almost complete. We heard feedback from both the Board of Trustees and the Board of Directors governance committee. The entire working group did a great job alongside Kayleigh Bates who has been absolutely amazing throughout the whole process. We hope to present it to the entire board soon, so if you have any questions, feel free to talk to any of us from the board who took part of the working group: Lorren, Melanie, Mansi, or myself.

The Communications Commission and Community Engagement Commission are preparing the final details of their Titans Triumph Together campaign. The Communications Commission filmed themselves going through the Tuffy’s Basic Needs Center and explaining the different resources it has to offer for students. Their video will be released as a part of their awareness campaign. The Community Engagement Commission is also finalizing their details for the donation drive. I sent you all an outline of what we plan to do throughout the whole week. We would greatly appreciate it if you could share it with your ICCs and possibly collect items during your office hours if you’d like to provide extra help.
CSU Update: Special Committee to Consider the Selection of the Chancellor to Convene First Open Forum

(October 31, 2019) – The California State University (CSU) Board of Trustees Special Committee to Consider the Selection of the Chancellor will begin the search process for the next chancellor by hosting an open forum on Tuesday, November 12, from 12 p.m. to 2 p.m. in the University Union Ballroom at Sacramento State.

This will be the first of six planned forums as part of a listening tour to gather feedback from stakeholders and interested parties as the trustees search for the university’s next chancellor. This information will help guide the recruitment activities over the next several months, with the goal to appoint a new chancellor in summer 2020. Chancellor Timothy P. White announced his intent to retire at the end of the 2019-20 academic year.

The open forums will also be livestreamed on the Chancellor’s recruitment website. The website will provide information about the search, including a place for people to submit feedback regarding the next chancellor directly to the committees.

The schedule for the subsequent five forums is as follows:

- Wednesday, November 13, from 12 p.m. to 2 p.m. in the Student Union Multipurpose Room at California State University, East Bay.
- Wednesday, November 20, from 2 p.m. to 4 p.m. in the Dumke Auditorium at the California State University Office of the Chancellor (estimated start time pending the conclusion of the Board of Trustees meeting).
- Friday, November 22, from 12 p.m. to 2 p.m. in the Student Services Building at California State Polytechnic University, Pomona.
- Tuesday, December 3, from 12 p.m. to 2 p.m. in the Student Union Ballroom at California State University San Marcos.
- Thursday, December 5 from 12 p.m. to 2 p.m. in the Satellite Student Union at California State University, Fresno.

CSSA November Plenary Meeting Agenda:
https://drive.google.com/drive/folders/1fPXSnhRHKCUCk1MDzqN1h--Guk07sSg6

Upcoming Events:
- Debate Watch Party on November 20th (TSU Grand Staircase) from 6-8pm!
Hello All!

I met with AICA and folx from DIRC about Social Justice Week and Titan Night Market! I’m so excited to be included in this event!

Please come to the SJEC meeting this Wednesday, we’re meeting in the Presidents Room!
Brittany Cook, Treasurer/Secretary:
Hello, beautiful people!

I hope you had a MUCH needed restful and/or productive 3-day weekend. I’ve had Rough Days™, but this was, my hardest week so far. Every day there was something on fire, but alas, I survived! With that said, a lot happened this week, so I have a lengthy report (but I’ll try to keep it short and sweet)!

• Finance Committee
  o We approved two contingency requests from Bridges International (Travel: $700) and the Black Student Union (Event: $6,000). I’m very, very happy the fiscal responsibility and tact of our committee. You all do a phenomenal job by asking thoughtful questions, contributing intelligent points of discussion, and ultimately making sound, equitable decisions. I’m so glad that you all care and are taking the positions seriously, and it means a lot to me. It’s only the four of you making these big, privileged decisions, and you all are doing a wonderful job!! :3
  o This week is more chill, and we will be resuming budget training with a mock budget proposal and presentation.
  o We’ll also be having our first Budget Orientation sessions this week, so I will segway into Exec Senate...!

• Executive Senate
  o Our first budget orientation will be held this Thursday from 5-6pm in the TSU Board Room. This is during our usual Exec Senate time. We will also be having another, an identical session on Tuesday (the 14th) same time and place.
    • All 17 funded/funding councils need to propose a budget for their council for the 2020-21 fiscal year, so this orientation will give them all the necessary information about the process.
  o As far as the Student Leader Mixer, thank you all for coming out!! It was very successful!! I saw almost ALL of you there (which was amazing, thank you!) and a lot of student leaders from all over ASI as well. People STAYED and didn’t just "eat and run" haha. Even if you didn’t get a chance to socialize with anyone new, believe me, it humanizes/demystifies you if students see you face-to-face (even a little bit from afar).
    • I did hear a few, "Oh, I’m not apart of ASI, I’m from X-ICC." As I’ve mentioned, the ICCs can feel like a separate entity from ASI, but as we know, they are just as important and valuable and fun as our Programming, Commissions, and Student Government. When you’re in your ICC meetings, I challenge you to break the cycle of this misconception and alienation and make them feel included. :D
  o With that said, we’re still having a few issues with attendance (Exec Senate #3: 10/17 & 22)...
• Arts ICC (2nd Offense)
• Engineering & Computer Science ICC (1st Offense)
• National Panhellenic Council (NPHC) (3rd Offense)*
• Community Service ICC (3rd Offense)*
  • *These councils might not have been included in the initial invitation emails, or we may have not had updated/correct contact information. So Mansi and I are investigating their backstory further before any warnings/penalizations to their council. If you are the Board Liason (Selene & Ash) for these groups please have them reach out to me (asboardtreasurer@fullerton.edu) or let them know directly.

Lastly, there were many strong feelings towards the CIDO Report last week. I feel that the feelings shared are a good reminder to us all that as Board representatives of our respective colleges and areas of ASI, the very fundamental part of our job description is to listen. To represent and serve our campus community and sub-communities, we need to listen and understand them—especially when they take the time to give us feedback. At the end of the day, it is our job and we are paid student fees to do it.

I'm counting down to Fall Break, y'all! And then 2 more weeks till we're free!

Brittany

Maria Linares, Vice Chair/Secretary:
Greetings ASI,

I hope you all had a restful three-day weekend.

Governance
♦ This week, we have one action item and two discussion items on the agenda.
  • Action: ASI Policy Concerning Performance Management
  • Discussion: ASI Policy Concerning Elections
  • Discussion: Establishing ASI Programming Board

Meetings/Events last week:
  o Met with Bobbie Porter to discuss incidents on campus that have been triggering for various communities
  o Attended Dia de Los Muertos event
  o Attended the Sociology Club meeting where they discussed activism in academia
  o Attended ASI Student Leader Social hosted by Executive Senate
  o ASI & SQE met to discuss possible collaboration regarding upcoming CSU Board of Trustees meeting as well as AB 1460. Attendees included Aaron, Claire, Lorren, Valarie and me. Aaron and I will be at the SQE meeting this week so if you could like to join us please attend. Meetings are Wednesdays, 10am to 12pm in room E-11
  o Attended the Native American Heritage Month Celebration
  o Attended Academic Senate meeting and requested that VP Danny Kim host a response forum for students regarding the systemwide audit report that was released over Summer. At first, he avoided the question and suggested we direct students with questions to his office. However, in the past students have communicated that it is difficult to get a meeting with
VP Danny Kim and response from his office is slow. So, I again informed VP Danny Kim that at this point, we need a response forum from his office, and we need one ASAP. The systemwide audit report was brought up at the last ASI Town Hall. Students were frustrated that ASI student leaders had not used their platform to seek answers. In the end, VP Danny Kim agreed to the response forum and we will be working out logistics soon.

- Attended the ASI Finance committee meeting
- Met with Linda Halisi to discuss my role as Vice Chair. She is putting together a presentation about ASI elections to inform students about various positions.

**Informational:**

- I won’t be at Homecoming or ASI Alumni Event because I will be attending a wedding. I hope you all have fun!

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

**Maria**

**Lorren Baker, Board Chair:**

Hello team,

The end of the semester is near! I wanted to remind everyone to start prepping for finals and those last midterms. There is plenty of things happening at the end of the semester that I want everyone to keep in mind: potentially see advising and go over a graduation check, review your own goals for school and ASI, if graduating start looking at the next steps after school, and SOQ’s! I would like to encourage everyone to spread the word on the power of SOQ’s and consider doing your own campaigns. SOQ’s give direct information on a class, teacher, or department. There documents are filled away and used in teacher evaluations. In addition, they can be used to show the needs of students (ie. the art department was able to update rooms and equipment due to feedback from SOQ’s). I encourage you all to inform students that SOQ’s can be helpful by giving your deans a better understanding of what their college needs to improve on.

Please let me know if you are planning on going to the Board of Trustees meeting in Long Beach so I can be aware of quorum. If you have any suggestions for what you would like to see at the winter retreat please let me know. I want the retreat to be helpful for not only ASI but for your professional careers as well. What would you like to learn and gain from the retreat?

This week I will be at a conference with the Board of Trustees. I hope to spend time with them to develop plans and assist them in their goals for the TSU, Rec center, and marketing. The following week I will be with Maria at NCSL. We will address student wellness, burnout, cultural competency’s, servant leadership, effective communication, building trust and working relationships, social media impact, situations/incidences on campuses, and creating a game plan for the following semester. With the high frequency of incidences we have faced this semester my hope is that Maria and I can work on addressing more internal issues with the board while balancing the external issues that will likely prevail into next semester. Please let me know if there is anything you would like Maria and I to work on for the next semester and how we can support your needs.
Stay strong everyone and remember that we are all here to serve the students, but we are also here for each other. Please remember to put your academics first and that you can reach out to me for support or guidance.

Best,
Lorren Baker