



**ASSOCIATED
STUDENTS, INC.**

CALIFORNIA STATE UNIVERSITY, FULLERTON

Thursday, October 25, 2018
2:30 p.m.

Associated Students, Inc.
California State University, Fullerton

**GOVERNANCE COMMITTEE
Meeting Minutes**

CALL TO ORDER

Maria Linares called the meeting to order at 02:30 p.m.

ROLL CALL

MEMBERS PRESENT

Linares, Mahamuni, Mumford, Rodriguez and Sherman

MEMBERS ABSENT

**NON-VOTING MEMBERS
PRESENT**

Robles, McDoniel

**NON-VOTING MEMBERS
ABSENT**

APPROVAL OF AGENDA

(M) Rodriguez (S) Mumford moved to approve the agenda by unanimous consent.

APPROVAL OF MINUTES

TIME CERTAIN

None

PUBLIC SPEAKERS

REPORT:

DIRECTOR OF ADMINISTRATION

McDoniel informed the committee that ASI was hiring Kayleigh Bates as the temporary Special Projects Coordinator. She would assist with Bylaw and Policy Statements.

Jesse Rodriguez was hired as the second graduate student. McDoniel stated that the graduate student positions are only a year term. Rodriguez was a previous student leader who had a lot of experience with policy statements and bylaws. Rodriguez would help with the newsletter and policy statements.

McDoniel informed the committee of the capital project. McDoniel stated that all managers submitted a proposals for all large purchases.

GOVERNANCE CHAIR

Linares stated they had attend the Monthly Leadership Meeting where VP Kim provided a presentation regarding the promenade.

UNFINISHED BUSINESS

None

NEW BUSINESS

- a. **Discussion: Board of
Directors & Executive
Officers Eligibility**

Linares invited Maisune Abu-Elhaija, Vice Chair Treasurer to speak about student success. Abu-Elhaija supports lowering the GPA requirement from 2.5 to 2.0. Abu-Elhaija explained the barriers to student success.

Waymire would not like for the standards to be lowered.

Abu-Elhaija recommended to have an academic liaison.

Rodriguez stated that lowering the GPA would invite more students. Rodriguez recommended for more resources to be provided.

Sherman, how would an academic advisor work if students leaders have different majors.

Linares asked McDoniel to elaborate why the GPA is 2.5.

McDoniel informed the committee that a 2.5 GPA requirement would allow students a semester to get their grades up. If GPA falls below 2.5 that means the student is struggling and school is always first.

Linares asked Drew Wiley Director, Leader & Program Development how many students have been rejected due to grades?

Wiley informed that committee that it has been a small amount of students have been turned away.

Linares stated that the goal is to have the item as action.

Discussion ensued.

b. Discussion: The duties of the Board of Directors Chair & Vice Chairs

Linares moved to discuss ASI Bylaws article IV, section 10-12.

Linares stated that she would like for responsibilities be added to the Vice Chair Secretary to help the chair.

Linares discussed page 18, clause 2. Linares suggested to change the language of the clause to be revised and include the following information:

Linares stated that the clause should state monthly instead of quarterly reports and it should state vice chair/ treasurer or Director of Financial Services. Linares stated that the Board of Directors has not received monthly detailed reports of ASI financial conditions by the vice chair/ treasurer. The only quarterly reports received were from Lionel Lawrence Director, Financial Services. Linares recommended for one quarterly report by the vice chair/ treasurer.

Linares stated a timeframe to elect a vice chair secretary should be stated in the bylaws. Linares shared her experience of taking the position a few weeks after the semester began.

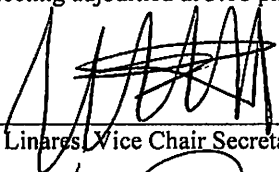
Discussion ensued.

ROLL CALL

None.

ADJOURNMENT

The meeting adjourned at 3:18 pm.

A handwritten signature in black ink, appearing to be 'M. Linares', written over a horizontal line.

Maria Linares, Vice Chair Secretary

A handwritten signature in black ink, appearing to be 'K. Robles', written over a horizontal line.

Kristyne Robles, Recording Secretary

BYLAWS FOR THE REGULATIONS,
EXCEPT AS OTHERWISE PROVIDED BY STATUTE OF ITS
ARTICLES OF INCORPORATION, OF
THE ASSOCIATED STUDENTS, INCORPORATED
CALIFORNIA STATE UNIVERSITY FULLERTON

ARTICLE XII

QUALIFICATIONS

Section 1. **GENERAL** The following qualifications are required of all ASI candidates and officers both elected and appointed:

- Clause 1. **Incumbent Unit Load** Undergraduate student officers must earn six (6) semester units of credit per term while holding office. Graduate student officers must earn three (3) semester units of credit per term while holding office; and
- Clause 2. **Incumbent Maximum Allowable Units** Undergraduate student officers are allowed to earn a maximum of 150 semester units or 125 percent of the units required for a specific baccalaureate degree objective, whichever is greater. Graduate student officers are allowed to earn a maximum of 50 semester units. Students holding over that number of units will no longer be eligible for office; and
- Clause 3. **Candidate Unit Load** Undergraduate student candidates must maintain at least six (6) semester units per term while running for office. Graduate student candidates must maintain at least three (3) semester units per term while running for office; and
- Clause 4. **Candidate Residency** Undergraduate student candidates for office must have been enrolled at CSU Fullerton for one semester preceding the election earning a total of at least six (6) semester units during that semester. New graduate students who received a bachelor's degree or credential within the past three (3) years from CSUF must have earned a total of twelve (12) units during his or her last year as an undergraduate to be eligible. Graduate student candidates for office must have earned at least six (6) semester units per term of continuous attendance as a new graduate student to be eligible; and
- Clause 5. **Grade Point Average** All student candidates for, or current student officers serving in, an elected or appointed position within ASI must be in good standing, must not be on probation, must have earned a CSU Fullerton semester grade point average of 2.0 and a CSU Fullerton cumulative grade point average of 2.5 for all classes at CSU Fullerton during the semester prior to their candidacy, and must maintain these standards; and
- Clause 6. **Faculty/Staff** A student candidate for office may not be a member of the faculty or staff at CSU Fullerton. Graduate assistants shall not be considered faculty or staff. This does not apply to faculty or staff appointed positions.

Section 2. **SPECIFIC QUALIFICATIONS**

- Clause 1. **Students with Undeclared Majors**
 - a. A student with an undeclared major may serve on the ASI Board of Directors representing any academic college of their choice. When running in an election, a candidate for the ASI Board of Directors with an undeclared major must declare by the election filing date the academic college for which they intend to run.

BYLAWS FOR THE REGULATIONS,
EXCEPT AS OTHERWISE PROVIDED BY STATUTE OF ITS
ARTICLES OF INCORPORATION, OF
THE ASSOCIATED STUDENTS, INCORPORATED
CALIFORNIA STATE UNIVERSITY FULLERTON

- b. A student with an undeclared major may not run as a write-in candidate for more than one academic college. A student with an undeclared major running as a write-in candidate must inform the Elections Director in writing of the academic college for which they intend to run. Notification must be made before 5:00 P.M. on Tuesday prior to the start of the election.

Clause 2. Students with Multiple Majors

- a. A student with multiple declared majors in different academic colleges may serve on the ASI Board of Directors representing only one of their academic colleges. When running in an election, a candidate for the ASI Board of Directors with multiple declared majors must declare by the election filing date the academic college for which they intend to run.
- b. A student with multiple declared majors in different academic colleges may not run as a write-in candidate for more than one of their academic colleges. A student with multiple declared majors running as a write-in candidate must inform the Elections Director in writing of the college for which they intend to run. Notification must be made before 5:00 P.M. on Tuesday prior to the start of the election.

Clause 3. Students with Minors

- a. A student with a minor in an academic college different than the academic college of their declared major may be appointed to represent the academic college of the minor on the ASI Board of Directors. An appointment of this nature would be due to a vacancy on the ASI Board of Directors as described in Article IV, Section 4 of these Bylaws.

Clause 4. Students Interested in Representing the College of Education

A student interested in representing the College of Education does not have to be enrolled in the College but qualifies as a candidate if they meet the general and/or specific qualifications and is part of one of the following groups or programs:

- a. An active member of a club that is a member of the EICC affiliated with the College of Education.

Clause 5. Presidential and Vice Presidential candidates must run as a team. Individual candidates for either office shall not be allowed.

Clause 6. No member of the ASI Board of Directors, the ASI Executive Officers, or the Titan Student Centers Board of Trustees shall serve on any of the ASI funding councils or programs in a position that receives a financial award or scholarship.

Section 3. VERIFICATION The Dean of Students or a designated representative will verify the qualifications of candidates running for office or submitted for approval. The Dean of Students or a designated representative will report to the ASI Executive Director concerning the qualifications of officers, candidates, and ASI Board of Directors. The ASI Executive Director will have the responsibility to report any ineligible officers, candidates, and ASI Board of Directors who don't meet qualifications set forth in these Bylaws and/or directives from the Chancellor's Office.

BYLAWS FOR THE REGULATIONS,
EXCEPT AS OTHERWISE PROVIDED BY STATUTE OF ITS
ARTICLES OF INCORPORATION, OF
THE ASSOCIATED STUDENTS, INCORPORATED
CALIFORNIA STATE UNIVERSITY FULLERTON

only to consider:

- I. negotiations relative to real property,
 - II. certain litigation pursuant to advice of legal counsel,
 - III. certain employment matters,
 - IV. collective bargaining,
 - V. certain matters relating to a particular employee (unless the employee requests a public hearing),
 - VI. to confer with law enforcement officials,
 - VII. such other matters as specifically enumerated in Education Code Section 89307.
- b. For the purposes of the above section, "employee" shall not include any person elected or appointed to office.
 - c. Prior to holding any closed meeting, the ASI Board of Directors, committee, or funding council shall disclose on its posted agenda and in an open, public, regular meeting the item(s) to be discussed in the closed meeting. No other items shall be considered in the closed meeting.
 - d. Immediately after any closed meeting, the ASI Board of Directors, committee, or funding council shall reconvene into a public regular meeting prior to adjournment and make disclosure of what actions, if any, were taken in the closed meeting.

Section 9. ACTION

- Clause 1. The ASI Board of Directors, committees, and funding councils shall not take action on any item unless notice and agenda of the meeting where the item will be discussed and acted upon has been legally provided for under the Education Code and all other appropriate laws or unless an emergency situation exists. Please also refer to ASI Policy Concerning Board of Directors Operations for more information.
- Clause 2. Any action taken by the ASI Board of Directors excluding internal committee appointments and election of the Chair and Vice Chair of the ASI Board of Directors must be submitted to the ASI President for approval. Action becomes effective upon the signature of the ASI President or within nine (9) legal days if not vetoed in writing. The ASI Board of Directors may override any presidential veto by a two-thirds vote within fourteen (14) legal days of the ASI Board of Directors' written receipt of a veto.

Section 10. CHAIR OF THE ASI BOARD OF DIRECTORS

- Clause 1. Election and term of office
 - a. The ASI Board of Directors shall elect, by a majority vote a Director who will serve as Chair.
 - b. The Chair will be elected at the first meeting in June and shall serve from that meeting through May 31. The ASI President shall serve as Chair in the absence of the Chair and Vice Chairs.

BYLAWS FOR THE REGULATIONS,
EXCEPT AS OTHERWISE PROVIDED BY STATUTE OF ITS
ARTICLES OF INCORPORATION, OF
THE ASSOCIATED STUDENTS, INCORPORATED
CALIFORNIA STATE UNIVERSITY FULLERTON

- Clause 2. The Chair shall appoint each member of the ASI Board of Directors to serve on at least one ASI Standing Committee or act as a liaison to one of the following: Titan Student Centers (TSC) Board of Trustees standing committees, ASI Programming Boards (AICA,TTF, ASIP), funded councils (the Inter Fraternity Council, the Multicultural Greek Council, the National Panhellenic Council, Panhellenic, the Resident Student Association), or a funding council (the Black Student Union, CSICC, Mesa Cooperativa, SCICC) no later than three (3) legal business days before the first meeting of the fall and spring semesters except the Audit Committee. Members of the ASI Board of Directors to serve on the Audit Committee shall be appointed by the ASI Board of Directors.
- Clause 3. The Chair shall appoint the required number of Directors on any ASI ad hoc committee.
- Clause 4. The Chair, working with the Vice Chairs and the Director of Leader and Program Development, shall be charged with developing a curriculum to be discussed at Board of Directors retreats, additional board development training, and other internal issues related to the board.
- Clause 5. The Chair shall serve as an ex-officio member of all ASI committees except the Audit Committee and the Board Leadership Review Committee.
- Clause 6. The Chair or a Director designated by the Chair shall serve as representative of the ASI Board of Directors on the Titan Student Centers Board of Trustees, the Student Athletics Advisory Council and the Academic Senate. The Chair or the Chair's designee shall serve for one year or the duration of the position providing he or she remains a member of the ASI Board of Directors during that period. If the ASI Board of Directors representative is unable to complete his or her term, the Chair shall select a representative to complete the vacated position within ten days after the position is declared vacant.
- Clause 7. The Chair shall be responsible for maintaining communication with the Executive Officers, Titan Student Centers Board of Trustees Officers, and chairs of programming board, funded, and funding councils.
- Clause 8. The Chair shall be responsible for setting guidelines for Director's College Reports and Executive Senate Reports.
- Clause 9. The Chair shall direct the work of the Vice Chair/Secretary and Vice Chair/Treasurer.
- Clause 10. The Chair shall be responsible for holding board members accountable for their goals.
- Clause 11. Removal of the Chair shall occur by a two-thirds vote of the ASI Board of Directors or in the event that the Chair loses his or her position as Director.
- Clause 12. In the event the Chair should resign, a written notice of his or her resignation shall be submitted to the ASI President and to the ASI Board of Directors.
- Clause 13. In the event of a vacancy in the position of Chair through resignation, removal, recall, ineligibility, or death, the Vice Chair/Secretary shall assume the position of the Chair, and a new Vice Chair shall be elected by the Board of Directors at the following meeting at which the vacancy is announced.

BYLAWS FOR THE REGULATIONS,
EXCEPT AS OTHERWISE PROVIDED BY STATUTE OF ITS
ARTICLES OF INCORPORATION, OF
THE ASSOCIATED STUDENTS, INCORPORATED
CALIFORNIA STATE UNIVERSITY FULLERTON

Section 11. VICE CHAIR/SECRETARY OF THE ASI BOARD OF DIRECTORS

- Clause 1. Election and term of office
 - a. The ASI Board of Directors shall elect by a majority vote a Director who shall serve as Vice Chair/Secretary for the ASI Board of Directors.
 - b. The Vice Chair/Secretary will be elected at the first meeting in June shall serve from that meeting through May 31.
- Clause 2. The Vice Chair/Secretary shall preside in the absence of the Chair.
- Clause 3. The Vice Chair/Secretary shall serve as the Chair of the Governance Committee.
- Clause 4. The Vice Chair/Secretary shall assist the Board of Directors Chair with enforcing bylaws and policies.
- Clause 5. The Vice Chair/Secretary shall maintain regular communication with the ASI Board of Directors Chair, the Executive Officers, and the Titan Student Centers Board of Trustees Officers.
- Clause 6. The Vice Chair/Secretary shall assist the Board of Directors Chair in developing a curriculum to be discussed at Board of Directors retreats, additional board development training, and other internal issues related to the board.
- Clause 7. The Vice Chair/Secretary shall be responsible for certification of all records of the Board of Directors when requested and to execute documents on behalf of the Board as required for legal documents.
- Clause 8. Removal of the Vice Chair/Secretary shall occur by a two-thirds vote of the ASI Board of Directors or in the event that the Vice Chair/Secretary loses their position as Director.
- Clause 9. In the event the Vice Chair/Secretary should resign, a written notice of their resignation shall be submitted to the Chair and to the ASI Board of Directors.
- Clause 10. In the event of a vacancy in the position of Vice Chair/Secretary through resignation, removal, recall, ineligibility, or death, a new Vice Chair/Secretary shall be elected at the meeting at which the vacancy is announced.

Section 12. VICE CHAIR/TREASURER OF THE ASI BOARD OF DIRECTORS

- Clause 1. Election and term of office
 - a. The ASI Board of Directors shall elect by a majority vote a Director who shall serve as Vice Chair/Treasurer for the ASI Board of Directors.
 - b. The Vice Chair/Treasurer will be elected at the first meeting in June shall serve from that meeting through May 31.

BYLAWS FOR THE REGULATIONS,
EXCEPT AS OTHERWISE PROVIDED BY STATUTE OF ITS
ARTICLES OF INCORPORATION, OF
THE ASSOCIATED STUDENTS, INCORPORATED
CALIFORNIA STATE UNIVERSITY FULLERTON

- Clause 2. The Vice Chair/Treasurer shall present monthly, or as needed, to the ASI Board of Directors a detailed report of the financial conditions of ASI. The report will include budget language implementation, any outstanding debt owed to ASI, any line item transfers performed by the Vice Chair/Treasurer or the Finance Committee, and the current balance of the Contingency Account.
- Clause 3. The Vice Chair/Treasurer shall serve as the Chair of the Finance Committee.
- Clause 4. The Vice Chair/Treasurer shall oversee the budget development for the next fiscal year with the assistance of the Director of Finance and maintain regular communication with the student leaders who oversee a budget within ASI.
- Clause 5. The Vice Chair/Treasurer shall maintain regular communication with the Board of Directors Chair, Executive Officers, and Titan Student Centers Board of Trustees Officers.
- Clause 6. The Vice Chair/Treasurer shall assist the Board of Directors Chair in developing a curriculum to be discussed at the Board of Directors retreats, additional board development training, and other internal issues related to the Board.
- Clause 7. The Vice Chair/Treasurer shall ensure compliance with the financial policies of ASI.
- Clause 8. The Vice Chair/Treasurer shall be responsible for reporting the fiscal budget recommendations of the Finance Committee and the Titan Student Centers Board of Trustees to the ASI Board of Directors on or before the first meeting in April of each fiscal year.
- Clause 9. The Vice Chair/Treasurer shall assume the duties of the Vice President of Finance on June 1, 2017