



Minutes

Governance Committee Meeting

📅 Thu February 6th, 2020

🕒 2:30pm - 3:45pm PST

📍 Titan Student Union, Board Room

👤 In Attendance

I. Call to Order

Linares called the meeting to order at 2:32 pm.

II. Roll Call

Members present: Cortes, Linares, Reveles, Soria

Members Absent: Aguirre (E)

*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 of 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 who is not in attendance prior to the announcement of Unfinished Business is considered to not be in attendance.]

EXCUSALS: (Reveles/ Soria) Linares asked for a motion and second to excuse Aguirre absence. Absences were excused by unanimous consent. Aguirre was out of the state for Graduate School Interviews.

III. Approval of Agenda

IV. Approval of Minutes

a. 01/23/20 , 01/30/20

(M) Soria (S) Reveles moved to approve the minutes as presented.

V. Public Speakers

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

VI. Reports

- a. **Chair**
No report.
- b. **Director, Leader and Program Development**
No report.

VII. **Unfinished Business**

VIII. **New Business**

a. **Action: Resolution in Support of California Proposition 13**

The committee will consider approving a Resolution in Support of California State Ballot Proposition 13

GC 19/20 #012 (M) Soria (S) Reveles to consider approving Resolution in Support of California Proposition 13.

Linares asked Kayleigh Bates, Special Project Coordinator to highlight any changes made to the Resolution.

Bates stated the content remained the same as when it was presented to the Governance Committee on January 30, 2020. The changes was updating the name of the proposition and the list of distribution.

Linares yielded to Nettles.

Linares moved into discussion.

Gonzalez expressed his excitement towards the resolution.

Linares moved into roll call.

GC 19/20 #012 Roll Call Vote: 4-0-0

The motion to approve the Resolution in Support of California Proposition 13 was adopted.

b. **Discussion: Policy Concerning Composition and Duties of Commissions**

The committee will discuss proposed changes to the Policy Concerning Composition and Duties of Commissions

Linares yielded to Nettles to present the Policy concerning Composition and Duties of Commissions.

Review attached presentation for more information.

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

Linares yielded to Nettles to provide updates.

Nettles informed the committee about elections applications. Election applications opened February 06, 2020 and will close February 19, 2020. Nettles encouraged the committee to tell their friends and provide them Nettles contact information if they should have any questions.

The Camp titan applications close February 19, 2020.

Nettles thanked the committee for attending the Speaker Series on February 03, 2020.

Linares yielded to Gonzalez.

Gonzalez reminded the committee about Townhall scheduled for Wednesday, February 12 at

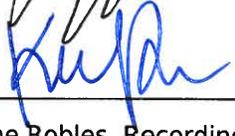
11:00-12:30 in the Grand Stair Studio. Gonzalez stated, a social media form was released for students to submit questions. Gonzalez highlighted ASI wants to ensure all voices are heard.

X. **Adjournment**

Linares adjourned the meeting at 3:00 pm.



Maria Linares, Chair



Kristyne Robles, Recording Secretary

Roll Call 2019-2020

Attendance			
		Present	Absent
Arts	Aguirre		1
Communications	Soria	1	
Education	Reveles	1	
NSM	Cortes	1	
HSS	Linares	1	
		Present	Absent
		4	1

Roll Call Votes		012		
		Yes	No	Abstain
Arts	Aguirre			
Communications	Soria	1		
Education	Reveles	1		
NSM	Cortes	1		
HSS	Linares	1		
		YES	No	Abstain
		4	0	0

ABSENT



CALIFORNIA STATE UNIVERSITY, FULLERTON™

A Resolution in Support of Proposition 13

Sponsor: Maria Linares

Co-Sponsor: Tori Hust

WHEREAS, The Associated Students Inc., CSUF (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, Proposition 13, the Public Preschool, K-12, and College Health and Safety Bond Act of 2020, is on the ballot of the State of California Presidential Primary on March 3, 2020; and

WHEREAS, Proposition 13 authorizes \$15 billion in state general obligation bonds for construction and modernization of public education facilities;¹ and

WHEREAS, if Proposition 13 passes, the CSU will receive \$2 billion to improve aging infrastructure to ensure safe and modern facilities for students, faculty, and staff; and

WHEREAS, these funds would be used to address necessary fire, safety, and seismic deficiencies and undertake projects to modernize existing buildings or construct replacement buildings in order to keep pace with current technology and workforce needs; and

WHEREAS, more than half of the CSU's facilities are forty years old, and one-third are more than fifty years old; and

WHEREAS, the CSU has more than \$15 billion in academic infrastructure needs, including \$1.2 billion in seismic projects, approximately \$3.6 billion in deferred maintenance needs, and \$900 million in infrastructure renewal backlog, which grows by \$290 million each year;² and

WHEREAS, the most recent state-authorized general obligation bond for higher education occurred in 2006, and the \$690 million allocated to the CSU was spent by 2012; and

WHEREAS, since 2012 the CSU has had to make requests for one-time capital funding through the annual operating budget request process, putting facility needs in direct competition for funding with other system priorities such as providing student services and expanding enrollment; and

¹ <https://voterguide.sos.ca.gov/propositions/13/index.htm>

² <https://www2.calstate.edu/csu-system/about-the-csu/budget/2019-20-operating-budget/Pages/deferred-maintenance-backlog.aspx>; <https://www2.calstate.edu/csu-system/about-the-csu/budget/2020-21-operating-budget/Pages/deferred-maintenance-backlog.aspx>; Additional data provided by CSU Foundation

WHEREAS, the independent Public Policy Institute of California has found that the state will have a shortage of 1.3 million college-educated workers by 2025; and

WHEREAS, the CSU plays a major role in California's economy and the creation of the state's workforce by graduating nearly half of all bachelor's degrees awarded in California each year; and

WHEREAS, Proposition 13 enables the State to invest in CSU facilities so that the CSU system can continue to produce the graduates needed for the State to have a robust and growing economy; and

WHEREAS, the Board of Trustees of the California State University supports this education bond act authorized by AB 48;³ therefore let it be

RESOLVED, ASI supports Proposition 13, the Public Preschool, K-12, and College Health and Safety Bond Act of 2020; and let it be further

RESOLVED, that this resolution be distributed to the California State University Board of Trustees, California State Student Association, the Governor of California, the California State Senator of the 29th district, the California State Assembly Member of the 65th district, the California Faculty Association, and the following CSU Fullerton departments, divisions, and/or entities for their support and consideration: the Office of the President, the President's Advisory Board, the Office of the Vice President for Student Affairs, the Office of the Vice President of Administration and Finance, the Office of the Vice President for University Advancement, and the Academic Senate.

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

Lorren Amelia Baker
Chair, Board of Directors

Brittany Cook
Treasurer/Secretary, Board of Directors

³ <https://www2.calstate.edu/csu-system/board-of-trustees/past-meetings/2019/Documents/nov-19-20-PLenary.pdf>



CALIFORNIA STATE UNIVERSITY, FULLERTON™

A Resolution Amending Policy Concerning Composition and Duties of Commissions

Sponsors: Maria Linares

WHEREAS, The Associated Students Inc., CSUF (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, ASI's Commissions include Communications Commissions, Community Engagement Commission, Environmental Sustainability Commission, Lobby Corps Commission, Presidential Appointee Commission, Social Justice & Equity Commission and University Affairs Commissions; and

WHEREAS, Commissions are charged with leading advocacy, programming and outreach efforts on behalf of ASI; and

WHEREAS, the Policy Concerning Composition and Duties of Commissions provides an overview of composition and responsibilities of each of the ASI commissions; and

WHEREAS, the recommended changes reflect recent edits to similar student leader position policies and give needed direction to the duties and responsibilities of Commission Directors and Commission Coordinators; therefore let it be

RESOLVED, ASI approves the addition of the subsections of ASI Commission Conduct, Student Leader Appointments, Commission Directors and Commission Coordinators; and let it be; and let it be finally

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 DATE day of MONTH in the year two thousand and twenty.

Lorren Amelia Baker
Chair, Board of Directors

Brittany Cook
Treasurer/Secretary, Board of Directors

POLICY CONCERNING COMPOSITION AND DUTIES OF COMMISSIONS

PURPOSE

The following policy has been established in order for the members of Associated Students Inc. (ASI) Board of Directors (Board) to better serve their respective student constituencies by referring items brought to the Board to the proper ASI commission. The policy provides an overview of composition and responsibilities of each of the ASI commissions.

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WHO SHOULD KNOW THIS POLICY

- | | |
|--|--|
| <input type="checkbox"/> Budget Area Administrators | <input type="checkbox"/> Volunteers |
| <input checked="" type="checkbox"/> Management Personnel | <input type="checkbox"/> Grant Recipients |
| <input checked="" type="checkbox"/> Supervisors | <input checked="" type="checkbox"/> Staff |
| <input checked="" type="checkbox"/> Elected/Appointed Officers | <input checked="" type="checkbox"/> Students |

DEFINITIONS

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

Terms	Definitions
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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.
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.
Communications Commission	Commission focused on planning and implementing strategies, campaigns and events that communicate information about the ASI to the student body and campus community.
Community Engagement Commission	Commission responsible for enhancing the university's reputation within the community by broadcasting the positive contributions of students, clubs, and organizations on campus.
Environmental Sustainability Commission	Commission responsible for raising awareness of environmental and sustainability issues on campus.
Lobby Corps Commission	Commission responsible for advocating on behalf of student interest on all levels of governance affecting higher education and other public policy issues.
Presidential Appointee Commission	Commission responsible for coordinating the development and overseeing students serving on Academic Senate and University-Wide Committees.
Social Justice & Equity Commission	Commission responsible for educating, promoting and advocating for social causes deemed necessary by marginalized students and student groups on campus
University Affairs Commission	Commission responsible for identifying, addressing, advocating for, and resolving campus issues that impact our students.

STANDARDS

1. DUTIES AND RESPONSIBILITIES OF ASI COMMISSIONS

a. *All Commissions*

Commissions are charged with leading advocacy, programming, and outreach efforts on behalf of ASI. The ASI President makes recommendations to the Board on the establishment of commissions. The leadership of each commission shall be responsible for facilitating meetings and reporting the commission's activities to the Board. All commissions must report to the Board at least once per semester. In the event a commission member should resign, a written notice of their resignation shall be submitted to the leadership of the commission.

b. *General Composition*

All ASI commissions shall be composed of at least a majority of students. The leadership of ASI commissions must be students. The leadership shall not be counted when determining if a commission is composed of at least a majority of students.

2. ASI COMMISSIONS 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.

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 multicultural 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 commission director or coordinator 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 commission director or coordinator should resign, a written notice of resignation must be submitted to their respective ASI Chief Officer, respective advisor and the Director of Leader & Program Development.

Abandonment

A commission director or coordinator position is considered abandoned if the student leader is absent and non-communicative for more than five business days without notice to the respective ASI Chief Officer, 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 an ASI Commission, the President, in consultation with the respective ASI Chief Officer, shall appoint a new student leader to fill the vacant position subject to approval by a majority vote of the Board of Directors

4. COMMISSIONS DIRECTORS

Duties and responsibilities of the Commission Directors:

- Organize and facilitate biweekly team meetings
- Monitor use of their respective commission budget
- Meet 1:1 with their commission coordinators regularly
- Oversee the coordinator and development of commission events and campaigns
- Meet with identified advisors regularly
- Interview and recommend Commission Coordinators for appointment, in consultation with their respective ASI Chief Officer
- Establish and maintain weekly office hours which commits enough time to adequately fulfill duties
- Attend summer, winter and ongoing training sessions as identified by ASI Leader & Program Development Office

5. COMMISSIONS COORDINATORS

Duties and responsibilities of the Commissions Coordinators:

- Develop and implement programs, events and campaigns that meet the charge of their respective commissions
- Attend weekly team meetings and other meetings as necessary to adequately fulfill duties
- Meet with respective Commission Director or ASI Chief Officer and identified advisor(s) regularly
- Establish and maintain weekly office hours which commits enough time to adequately fulfill duties
- Attend summer, winter and ongoing training sessions as identified by ASI Leader & Program Development Office

6. COMMUNICATIONS COMMISSION

The Communications Commission purpose is to implement strategies, campaigns and events that communicate information about the ASI to the student body and campus community.

The Communications Commission shall be composed of the following:

- Chief Communications Officer
- Three (3) Coordinators
- Commission members
- At least one (1) member of the Board of Directors
- At least one (1) member of the TSC Board of Trustees

The Chief Communications Officer shall lead Communications Commission. The Coordinators shall be appointed by the ASI President, upon recommendation of the Chief Communications Officer, with approval of the Board.

7. COMMUNITY ENGAGEMENT COMMISSION

The Community Engagement Commission purpose is to connect community members and opportunities from city events and city council meetings to CSU Fullerton's students, clubs, and organizations. They shall host community benefiting events, such as clean-ups to show appreciation for the city we dwell in.

The Community Engagement Commission shall be composed of:

- Chief Communications Officer
- Community Engagement Commission Director
- Three (3) Coordinators

- Commission members
- At least one (1) member of the Board of Directors
- At least one (1) member of the TSC Board of Trustees

The Community Engagement Commission Director shall lead the commission. The Community Engagement Commission Director and Coordinators shall be appointed by the ASI President, upon recommendation of the Chief Communications Officer, with approval of the Board.

8. ENVIRONMENTAL SUSTAINABILITY COMMISSION

The Environmental Sustainability Commission purpose is to raise awareness of environmental and sustainability issues on campus. This shall be done through developing events and programs, advocating for the inclusion of sustainability best practices within the context of ASI's operations and corporate responsibility, and serving as a liaison between interested student groups and ASI.

The Environmental Sustainability Commission shall be comprised of:

- Chief Campus Relations Officer
- Environmental Sustainability Commission Director
- Three (3) Coordinators
- Commission members
- At least one (1) member of the Board of Directors
- At least one (1) member of the TSC Board of Trustees

The Environmental Sustainability Commission Director shall lead the commission. The Environmental Sustainability Commission Director and Coordinators shall be appointed by the ASI President, upon recommendation of the current Chief Campus Relations Officer, with approval of the Board.

9. LOBBY CORPS COMMISSION

The Lobby Corps Commission purpose is to advocate on behalf of student interest on all levels of governance affecting higher education and other public policy issues. This shall be done through educational programs and events about policy issues. The commission will engage students and the campus community in advocacy efforts, facilitate campaigns on issues of student interests, and mobilize support of the campus community and beyond.

The Lobby Corps Commission shall be composed of the following:

- Chief Governmental Officer
- Three (3) Coordinators
- Commission members
- At least one (1) member of the Board of Directors
- At least one (1) member of the TSC Board of Trustees

The Chief Governmental Officer shall lead the commission. The Coordinators shall be appointed by the ASI President, upon recommendation of the Chief Governmental Officer, with the approval of the Board.

10. PRESIDENTIAL APPOINTEE COMMISSION

The Presidential Appointee Commission purpose is to coordinate the development and oversee students serving on Academic Senate and university-wide Committees. This commission supports students while providing an avenue to enhance educational and interpersonal/campus community with a focus on university-wide advocacy.

The Presidential Appointees Commission shall be composed of the following:

- Chief Campus Relations Officer
- Presidential Appointees Commission Coordinator
- ASI Presidential Appointee per Academic Senate Standing Committees

- ASI Presidential Appointee per university-wide Committees

The Coordinator shall be appointed by the ASI President, upon recommendation of the Chief Campus Relations Officer, with the approval of the Board. Students Representatives are appointed in a joint collaboration between the ASI President and ASI Chief Campus Relations Officer.

11. SOCIAL JUSTICE & EQUITY COMMISSION

The Social Justice & Equity Commission purpose is to support social justice initiatives as well as historically marginalized communities to uplift them and work to remove institutional barriers through educational campaigns and advocacy. The commission will be responsible for educational campaigns and collaborative events that advance social justice and equity on campus.

The Social Justice & Equity Commission shall be composed of:

- Chief Inclusion Officer
- Social Justice & Equity Commission Coordinator
- Commission members
- At least one (1) member of the Board of Directors
- At least one (1) member of the TSC Board of Trustees
- One (1) faculty member recommended by the Academic Senate Chair

The Chief Inclusion Officer shall facilitate the commission. The Coordinator shall be appointed by the ASI President, upon recommendation of the Chief Inclusion Officer, with the approval of the Board.

12. UNIVERSITY AFFAIRS COMMISSION

The mission of the University Affairs Commission purpose is to be proactive in identifying, addressing, advocating for, and resolving campus issues that impact our students. The commission will assess campus climate by gathering and addressing student feedback and concerns and bringing them forth to the ASI Board of Directors at least once per semester and whenever applicable. University Affairs shall be responsible for informing students of changes that impact their student experience including, but not limited to changes in ASI, the university, and legislation at the city, state and federal level. Lastly, the commission should always serve as a platform for Cal State Fullerton students to voice their concerns.

The University Affairs Commission shall be composed of:

- The Chief Campus Relations Officer
- University Affairs Commission Coordinator
- Commission members
- At least one (1) member of the Board of Directors
- At least one (1) member of the TSC Board of Trustees

The Chief Campus Relations Officer shall lead the commission. The Coordinator shall be appointed by the ASI President, upon recommendation of the Chief Campus Relations Officer, with the approval of the Board.

DATE APPROVED:

XX/XX/XXXX
