

Associated Students, Incorporated  
California State University Long Beach

**BOARD OF CONTROL MINUTES**

**Meeting #3**

August 23, 2016

**1. CALL TO ORDER**

Treasurer Giovanni Smith called the meeting to order at 2:30pm.

**2. ROLL CALL**

Voting Members Present

Giovanni Smith (ASI Treasurer)  
Marvin Flores (ASI President) (Ar @ 2:53pm)  
Ashutosh Pandey (ASI Vice President Designee)  
Samuel Kim (ASI Senate Representative)  
Adriana Rincon (ASI Senate Representative)  
David Stout (CSULB Faculty Representative)  
Sharon Taylor (CSULB President Designee) (Ar @ 3:35pm)

Voting Members Absent

Non-voting Members Present

Richard Haller (ASI Executive Director)  
Brett Waterfield (SLD Representative)

Non-voting Members Absent

**3. ADDITIONS/CORRECTIONS TO THE AGENDA**

**(M) Pandey (S) Rincon to approve Board of Control (BOC) Agenda, Meeting #3, August 23, 2016**

**VOTE ON THE MOTION**

**PASSES 5-0-0**

**4. COMMENTS**

A. Comments from the Gallery  
There were none.

B. Comments from the Board  
Sen. Pandey introduced himself as Senator for the College of Engineering and that he'll be VP Vournas' designee.

**5. APPROVAL OF MINUTES**

A. Board of Control Meeting #2, July 19, 2016

**(M) Rincon (S) Pandey to approve Board of Control (BOC), Meeting #2, July 19, 2016, as amended**

Treasurer Smith noted the following correction:

- Item #7-C: remove "from CYUF" from the motion so it reads "approve \$ amount from SRF"

**VOTE ON THE MOTION**

**PASSES 5-0-0**

B. Sub-committees  
There were none.

**6. STATUS OF FUNDS SUMMARY**

Treasurer Giovanni reported:

FA'16 Summary

Current Year Unallocated Fund (CYUF): \$16,672 + \$2,000 = \$18,672

Student Travel Fund (STF): \$24,200  
Student Research Fund (SRF): \$22,444  
Athletic Facility Fee Waivers: \$5,000  
University Student Union (USU) Waivers: \$6,000  
Carpenter Performing Arts Center (CPAC) Waivers: 5  
Post Season Sports Fund \$25,000

**7. GRANT APPLICATION HEARINGS**

A. Student Travel Fund (STF)  
There were none.

B. Current Year Unallocated Fund (CYUF)

- 1) Grant Application: University Honors Program Student Assn. - University Honors Program Guest Lecture  
Mr. Trevor Teafatiller presented this Recurring Program will be held in the fall and spring semester. UHP members must attend three honors events per semester and the guest lecture is one of the most popular events. The event is comprised of an educational lecture and is followed by a question and answer period. Amount requested is for the honorarium, room rental, and promotional materials. The event is approximately two hours, open to the CSULB community, and expected attendance is 200.

Sen. Pandey asked if the event was free to students and if faculty/staff were. Mr. Teafatiller replied yes.

Total Program Expense: \$800  
Requested: \$560

**(M) Pandey (S) Kim to approve \$560 from CYUF to Grant Application: University Honors Program Student Assn. - University Honors Program Guest Lecture**

Sen. Rincon asked if a USU Facility Fee Waiver could be submitted. Mr. Teafatiller replied that not all of the series events are in the USU and that some are off-campus. Sen. Rincon directed Mr. Teafatiller to submit an USU Fee Waiver for any/all USU events, and recommended the allocation be revised in accordance with the waiver.

**(M) Rincon (S) Kim to approve \$460 from CYUF to Grant Application: University Honors Program Student Assn. - University Honors Program Guest lecture Series**

**VOTE ON THE MOTION**

**PASSES 5-0-2**

- 2) Grant Augmentation: Black (African) Student Union (BSU)- Black Consciousness Conference  
The Black Student Union is requesting additional funds due to an outstanding ASI Communications invoice, which the former organization president claims he wasn't made aware of till May 2016, and they don't have funds remaining in their grant account. The invoice was for flyers and posters. The event was in November 2015.

Treasurer Smith reported that the outstanding ASI Communications invoice will be paid from the prior year miscellaneous account.

Original A.S. Subsidy: \$24918  
Requested: \$3247.62  
Revised A.S. Subsidy: \$28,165.62

**(M) Rincon (S) Kim to appropriate funds from the prior year Miscellaneous Account to Grant Augmentation: Black (African) Student Union (BSU) - Black Consciousness Conference**

**VOTE ON THE MOTION**

**PASSES 5-0-2**

- C. Student Research Fund (SRF)  
There were none.

**8. OLD CORPORATE BUSINESS**

- A. Grant Application: Muslin Student Assn.- Eid @The Beach  
This recurring program will be held during Period 1 with an estimated attendance of 1500. The event is a carnival that celebrates the first of three Islamic religious celebrations, Eid ai-Adha. The event provides the opportunity for all students to learn about the Islamic culture and the diverse and interactive bond between all faiths in the campus community.
- B. Approval of 2016-17 BOC Working Rules  
Treasurer Smith reported that discussion of the organization's requested amount and available funds for this grant has brought forth the following developments:
  - he and Mr. Haller are developing a grant evaluation sheet
  - recurring and large amount events should be submitted during the Spring Grant Allocation period

Total Program Expense: \$16,050

Requested: \$7,550

Allocated on 7-19-16: \$4,000

**(M) Rincon (S) Kim to approve \$4000 from CYUF to Grant Application: Muslin Student Assn. - Eid @ The Beach**

**VOTE ON THE MOTION**

**PASSES 5-0-2**

- C. Policy on Student Travel Fund  
Treasurer Smith reviewed the following proposed addition:
  - B-2: Grant Applications be received no earlier than two (2) months prior to the program and no later than two (2) weeks before the program

**(M) Rincon (S) Flores to approve 2016-17 BOC Working Rules**

Mr. Hailer asked if Student Life and Development's concerns regarding the revision had been addressed, and if exceptions will be considered on a case-by-case basis. Treasurer Smith replied that exceptions will be made at the discretion of the treasurer.

Ms. Taylor recommended that early submission provisional language should be included in policy rather than handling by exception.

**VOTE ON THE MOTION**

**PASSES 6-0-1**

**9. NEW CORPORATE BUSINESS**

- A. Department Budget Adjustment: Grow Beach Urban Farm and Garden  
Mr. Haller reported that at the time of preparing the consolidated budget, provision was not made for the garden due to the uncertainty of staffing since it was originally staffed by volunteers who graduated last year. Due to recent developments with the 49er Shops, Inc. renting half of the garden for food production for the Chartroom and the Corner Market, reduced rental fees, and a faculty representative utilizing 4 boxes as a classroom project, \$4150 revenue will be generated that will cover operating costs.

**(M) Rincon (S) Pandey to approve Budget Adjustment: Grow Beach Urban Farm and Garden**

**VOTE ON THE MOTION**

**PASSES 7-0-0**

B. Human Resources Management System Proposal

ASI Director of Administrative Services Martiz Ware presented the proposal.

Last year, ASI signed with Ceridian in order to integrate ASI's Human Resources and Payroll into one complete system; however, there have been significant discrepancies with items such as, proposed terminations, retirees, vacation accruals, automatic deductions, previous history, and more. ADP, who administered ASI's former HR system, has offered ASI to sign back with them and has proposed significant savings and has waived any implementation cost. Mr. Ware clarified that they are on a month to month renewal basis with Ceridian. He reported that investigations into the discrepancies began July 151 and Ceridian has yet to report any progress or findings.

Ms. Taylor voiced concern of recouping the \$100,000 initial implementation cost with Ceridian, questioned whether ASI's business practices have reviewed to see if they can adapt to the new system, and whether other agencies/technicians have been consulted with on issues.

Treasurer Smith recommended tabling this item in order for Purchasing to review contact language for remedies available to us, as well as to work with our Human Resources staff to facilitate discussion between ASI and Ceridian as to what's not working, what the possible problems could be and if necessary do a site visit to Sacramento State to review their configuration

**(M) Flores (S) Pandey to table Human Resources Management System Proposal until BOC meeting #5, September 6, 2016 with review**

**VOTE ON THE MOTION**

**PASSES 6-0-1**

C. Policy on Banking (proposed revisions)

Treasurer Smith recommended tabling this item until next week.

**(M) Kim (S) Flores to approve Policy on Banking (proposed revisions)**

**VOTE ON THE MOTION**

**PASSES 6-0-1**

D. Policy on Accounts Payable

Treasurer Smith recommended tabling this item until next week.

**(M) Kim (S) Flores to approve Policy on Accounts Payable (proposed revisions)**

**VOTE ON THE MOTION**

**PASSES 6-0-1**

**10. REPORTS**

A. Treasurer

Treasurer Smith reported the following:

- Additional \$2000 added to FA16 CYUF
- Recurring event grant requests should be submitted during the Spring Grant Allocation period last year and are subject to limited funding.

B. Senate Representative

There was none.

C. Executive Director

There was none

**10. VOLUNTARY CLOSING COMMENTS**

Ms. Taylor requested an update at the next meeting on addressing BSU's overspending.

**11. ADJOURNMENT**

**Without objection**, Treasurer Smith adjourned the meeting at 3:41pm.

**RECORDED BY:**

\_\_\_\_\_  
Laura M. Butt, ASI Government Administrative Coordinator

**Date:** \_\_\_\_\_

**APPROVED BY:**

\_\_\_\_\_  
Giovanni T. Smith, ASI Treasurer

**Date:** \_\_\_\_\_