

BOARD OF CONTROL (BOC) MINUTES
Meeting #3
August 8, 2017

1. CALL TO ORDER

Treasurer Jonathan Wanless called the meeting to order at 3:33pm.

2. ROLL CALL

Voting Members Present

Jonathan Wanless (ASI Treasurer)
Joseph Nino (ASI President)
Courtney Yamagiwa (ASI Senate Representative)
Sharon Taylor (CSULB President Designee) (Dp @ 5:11pm)

Voting Members Absent

Sofia Musman (ASI Vice President)
Thulani Ngazimbi (ASI Senate Representative)
David Stout (CSULB Faculty Representative)

Non-voting Members Present

Richard Haller (ASI Executive Director)
Dr. Matt Cabrera (Student Life & Development Director Designee) (Dp @ 5pm)

Non-voting Members Absent

3. ADDITIONS/CORRECTIONS TO THE AGENDA

(M) Nino (S) Yamagiwa to approve Board of Control (BOC) Agenda, Meeting #3, August 8, 2017

VOTE ON THE MOTION

PASSES 3-0-1

4. COMMENTS

- A. Comments from the Gallery
There were none.
- B. Comments from the Board
There were none.

5. APPROVAL OF MINUTES

A. Action Item: Board of Control (BOC), Meeting #2, July 18, 2017

(M) Yamagiwa (S) Nino to approve Board of Control (BOC) Meeting #2, July 18, 2017

VOTE ON THE MOTION

PASSES 3-0-1

B. Sub-committees

1) Action Item: Human Resources Management Committee (HRMC), Meeting #1, June 16, 2017

Nino gave a brief review of business conducted:

- Reviewed General Salary Increase (GSI) for ASI Non-MPP/MPP Staff

2) Action Item: Human Resources Management Committee (HRMC), Meeting #2, July 28, 2017

Nino gave a brief review of business conducted:

- Approved General Salary Increase (GSI) for ASI Non-MPP/MPP Staff, with a 1.34% Cost of Living Adjustment (COLA) retroactive to 7-1-16 and a 2% Cost of Living Adjustment (COLA) retroactive to 7-1-17
- Approved Accounts Receivable Technician job profile

Taylor asked where salary increase funding would come from. Haller replied attrition and payroll savings.

6. STATUS OF FUNDS SUMMARY

Haller reported:

2017-18 Summary

Current Year Unallocated Fund (CYUF): \$50,000 (approximate)

Student Travel Fund (STF): \$25,000 (Summer/Fall – Winter\Spring)

Student Research Grant (SRG): \$25,000

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. Current Year Unallocated Fund (CYUF)

1) Action Item: Grant Application: English Graduate Student Assn. (EGSA) – Re/Inventions Conference

Organization President Kevin Cody presented this recurring event will be April 5, 2018, at the Karl Anatol Center, CSULB. The annual interdisciplinary event, in its 7th year, will feature student academic research presentations, keynote speakers, and networking opportunities. The anticipated attendance/participants is 100-150.

Requested: \$1988

Haller asked if the organization had utilized the spring grant allocation process in the past. Faculty Doris Palomarez, who has been involved with EGSA for several years but is not the organization's elected faculty advisor, replied yes, that they previously applied under College of Liberal Arts Student Council (CLASC); however, this year, due to pending policy changes, Student Life and Development (SLD) advisor Celia Mejia recommended they apply through CYUF. Palomarez noted that refreshments are being funded by both the English Department and book sales fundraisers.

Haller asked if the keynote speaker was CSULB faculty. Dolores replied the keynote speaker is from the Huntington Library. Haller noted that the board doesn't fund CSULB faculty.

Nino explained that the CYUF is for new event allocations and spring grant allocations are for recurring events. He hopes that the SLD advisor didn't recommend the organization to apply for CYUF in hopes of being awarded a larger amount and thereby disregard the spring grant process. Palomarez noted that over the past years the organization has had several SLD advisors and there's been differing information provided.

Cabrera requested that next year's spring grant allocation process policies/procedures be solidified and provided to SLD advisors by the end of the semester so that SLD advisors can provide timely and accurate information to organizations. Cabrera advised EGA that the grant policy received final approval today to allow funding for up to 15% for refreshments.

Nino clarified with Haller that there's \$50000 in CYUF to allocate for the entire 2017-18 year, and voiced reservation of fully funding a recurring event request, especially in anticipation of new event requests coming before the board over the course of the 2017-18 year. Haller recommended reviewing and discussing line item costs, that way if the grant is not fully funded the organization will know where alternate funding focus is needed.

Haller asked for an item breakdown for the \$490 under Photocopying/Printing. Palomarez replied that is for a 7-8 page program that lists the presenters. The organization will utilize FedEx for printing because 49er Shops' Copy Center is cost prohibitive.

Nino asked for an item breakdown for the \$250 Paper Supplies and \$300 Tools/Materials/Small Equipment. Palomarez replied this estimate is an average based on past years. Items include: color flyers (one run); call for papers (two distributions during the semester); event day posters (two); notepads for presenters; pens; extension cords; tape; note paper/post-its for participants.

Yamagiwa voiced they don't want the organization not to receive funds it might've received from their college council, if they had applied during the spring grant allocation process; however, she does concur with reducing the amount so that they still get a large portion of the requested amount.

Cabrera recommended that the board review the spring allocation budget for college councils. He felt the EGSA's application was pulled from spring grant process based on what was available for their college council.

Treasurer Wanless noted that they were a part of CLASC last semester and that most of the organizations received this amount.

Taylor asked if there were any CLA college council funds left over. Haller replied no.

Nino recommended adjusting allocation down by \$550 from Paper Supplies and Tools/Materials/Small Equipment.

(M) Nino (S) Yamagiwa to approve \$1438 from CYUF to Grant Application: English Graduate Assn. – Re/Inventions Conference

Yamagiwa spoke to second and asked if tools and/or small equipment were needed for projection or logistical aspect. Palomarez replied they've rented materials in the past, such as a projector and camera, to document the event.

Yamagiwa asked what if she wanted to make a motion for a full or different amount. Haller replied there would need to be an amended/substitute motion made before the motion on the floor.

VOTE ON THE MOTION

PASSES 2-1-1

Palomarez voiced concern that the reduced award might not allow the event to be held. Palomarez stated the \$1000 honorarium had already been paid, but there won't be enough for other items such as note pads, which one year the 49er Shops charged \$500+. Nino acknowledged the challenge the reduced funding will have for the organization, but noted that due to the program being April 5th, there is time for additional fundraising, such as TV tapings which was utilized for their organization, and securing additional resources and funding. Palomarez stated that graduate students work and their volunteer time availability is limited.

Taylor encouraged Cody and Palomarez to reach out to their college council and department for additional support and/or donations (i.e. notepads). Taylor reiterated that the board is trying to be fair and fund all organizations for the entire year.

Palomarez asked if the organization can re-apply for additional funding in the spring. Haller replied yes, if they can demonstrate need for costs they cannot cover; however, there will be even less funds available for allocation.

B. Student Travel Fund (STF)

1) Action Item: David Mahakian – Traffic & Granular Flow 2017

Mahakian presented they attended July 19-22, 2017, in Washington, DC. Mahakian networked with international project collaborators and garnered research feedback from field professionals. Mahakian intends on giving a campus presentation of their research at their thesis defense and will incorporate perspectives and ideas gained at the conference.

Requested: \$400

Haller asked how they will share research knowledge with the campus. Mahakian replied they will be defending their thesis in the spring, as well as participate in the College of Natural Sciences and Mathematics research presentation event.

(M) Nino (S) Yamagiwa to approve \$400 from STF for David Mahakian – Traffic & Granular Flow 2017

VOTE ON THE MOTION

PASSES 3-0-1

2) Action Item: Nathalie Nann – Asia Pacific Academic Consortium for Public Health Conference

Nann presented they will attend August 15-21, 2017, in Seoul, South Korea. Nann anticipates learning about current trends and information in the public health studies, and incorporating information gathered into their practicum to serve the Long Beach community. Nann intends on utilizing learning as a peer counselor for incoming CSULB students and as a peer mentor to new CSULB graduate students in fall 2017.

Requested: \$500

Yamagiwa asked if any of the other co-authors will be applying for a STF. Nann replied that the other co-authors are from other schools.

Haller asked how they will share research knowledge with the campus. Nann replied that their research will assist the Marriage and Family Program which is always looking for further developing their cultural diverse application of studies.

(M) Nino (S) Yamagiwa to approve \$500 from STF for Nathalie Nann – Asia Pacific Academic Consortium for Public Health Conference

VOTE ON THE MOTION

PASSES 3-0-1

3) Action Item: 9th Classroom Teaching Research for All Students Conference (CTRAS)

a) Cynthia Pulido

Pulido and Ulloa presented they attended July 10-17, 2017, in Dalian, China. Pulido had the opportunity to visit local schools to observe their mathematical pedagogy, meet other international educators, and learn about successful practices that can be incorporated into the classroom, specifically at the elementary level. Pulido intends on presenting a PowerPoint of the trip and information gathered at the Masters of Education in Mathematics during International Week.

Requested: \$500

Haller notified the board that there's a maximum award of \$1000 for multiple author research.

Haller asked how they will share research knowledge with the campus. Pulido intends on sharing a poster board at International Week.

b) Breanne Ulloa

Requested: \$500

(M) Nino (S) Yamagiwa to approve \$1000 from STF for Cynthia Pulido (\$500) and Breanne Ulloa (\$500) – 9th Classroom Teaching Research for All Students Conference (CTRAS)

4) Action Item: Exploring leadership & Learning Theories in Asia (ELLTA)

a) Heidi Lucero (co-author)

Magdaleno presented on behalf of themselves and Lucero that they attended July 24-29, 2017 in Thailand. Lucero intends on applying garnered knowledge at the work being conducted at the CSULB Native American Graves Protection and Repatriation Act (NAGPRA) Lab, and by sharing information with the indigenous community.

Requested: \$500

Haller asked if any of the co-authors will be applying for a STF. Magdaleno replied that Ashley Glenesk didn't attend the conference so they don't be applying. Haller asked how they will share research knowledge with the campus. Magdaleno replied they will share information with their Masters Cohort, and share with the Puvungna community that the university is making efforts and support towards repatriation.

b) Angelique Magdaleno (co-author)

Requested: \$500

(M) Yamagiwa (S) Nino to approve \$1000 from STF for Heidi Lucero (\$500) and Angelique Magdaleno (\$500) – Exploring Leadership & Learning Theories in Asia (ELLTA)

VOTE ON THE MOTION

PASSES 3-0-1

C. Student Research Fund (SRF)

1) Action Item: Miriam Delgado – The Experience of DACAdmited Students Traveling Abroad

Delgado presented their research scope is to identify what the personal and academic impact there is on being an undocumented students studying abroad. Delgado noted that their research completion date is May 20, 2018, and funding will cover interview recording materials, participant compensation, transcription services, and thesis submission and fees.

Requested: \$1000

Haller notified Delgado that the SRF does not reimburse for thesis submission, binding fees, or gift cards (\$195).

Taylor asked why the research cost is more than the requested amount. Delgado replied that she should've applied at the end of last semester but didn't

Haller asked how they will share research knowledge with the campus

(M) Nino (S) Yamagiwa to approve \$1000 from SRF for Miriam Delgado – The Experience of DACAdmited Students Traveling Abroad

VOTE ON THE MOTION

PASSES 3-0-1

D. Facility Fee Waiver

There were none.

8. UNFINISHED CORPORATE BUSINESS

A. Action Item: 2017-18 Spring Grant Allocations, At-Large (3rd Reading)

Haller reviewed the proposed revisions

- zeroed all new programs
- <\$1000 events were restored to full funding
- if pro rata allocation less than last year, events were restored to full funding
- confirmed if events were truly recurring

Cabrera noted clarification needs to be made between “recurring” and “previously ASI funded” events. Also, asked how zero funding would be communicated to organizations and would their existing application be brought before the board for CYUF consideration. Haller replied that Treasurer Wanless would contact those organizations that that spring grant priority was given to recurring events and that their application would instead be considered for CYUF funding.

Taylor asked when reviewing high amount events, did Haller confirm if the organizations did indeed contribute what they listed they would. Haller replied no.

Nino voiced the need for a post event assessment review.

(M) Nino (S) Yamagiwa to approve 2017-18 Spring Allocations, At-Large (3rd Reading) and move unallocated balance to CYUF

VOTE ON THE MOTION

PASSES 3-0-1

9. NEW CORPORATE BUSINESS

A. Action Item: Approval of Fiscal Certification Training Materials (proposed revisions)

(M) Wanless (S) Yamagiwa to approve Fiscal Certification Training Materials (proposed revisions)

VOTE ON THE MOTION

PASSES 3-0-1

10. REPORTS

A. Treasurer

Treasurer Wanless reported the following:

- Due to having a 4pm Tuesday class, BOC meetings will have to be moved to either Tuesdays at 2pm or on Thursdays

B. Senate Representative

Sen. Yamagiwa reported the following:

- Elected Vice President Sofia Musman
- One College of the Arts senator vacancy
- Approved Senate Working Rules to give BOC full authority after minutes were passed

C. Executive Director

Haller reported the following:

- Elected BOC Senate Representative Thulani Ngazimbi
- Will be in training for the following three days
- Documents have been uploaded for auditors who begin field work August 21st
- Compiling financials for the Isabel Patterson Child Development Center audit
- Eight full-time ASI staff vacancies
- New office (USU-301A)

11. VOLUNTARY CLOSING COMMENTS

Nino called for prudence in allocating funds.

Taylor commended board on funding deliberation and decisions taken today, and noted importance of advising students of additional funding is available on campus.

Haller and Taylor discussed meeting with Dr. Simon Kim in the Office of Research and Sponsored Programs to discuss the possibility of them matching CYUF funds.

12. ADJOURNMENT

Without objection, Treasurer Wanless adjourned the meeting at 5:24pm.