

BOARD OF CONTROL MINUTES

Meeting #21

February 15, 2018

1. CALL TO ORDER

Treasurer Jonathan Wanless called the meeting to order at 2:00pm.

2. ROLL CALL

Voting Members Present

Jonathan Wanless (ASI Treasurer)
Joseph Nino (ASI President)
Sofia Musman (ASI Vice President)
Thulani Ngazimbi (ASI Senate Representative)
Lauren Rhea (ASI Senate Representative)
Surajit Roy (Faculty Representative) (Ar @ 2:02 pm)
Elaine Kist (CSULB President Designee)

Voting Members Absent

Non-voting Members Present

Martiz Ware (ASI Executive Director Designee)
Melissa Norrbom (Student Affairs Representative Designee)

Non-voting Members Absent

Guests

Richard Haller (ASI Executive Director)

3. ADDITIONS/CORRECTIONS TO THE AGENDA

Per Treasurer Wanless, they approved the Board of Control (BOC) Agenda, Meeting #21, February 15, 2018

VOTE ON THE MOTION

PASSES with unanimous consent

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 Meeting #20, February 8, 2018

(M) Ngazimbi (S) Musman to approve Board of Control (BOC), Meeting #20, February 8, 2018

VOTE ON THE MOTION

PASSES 5-0-1

B. Sub-committees
There were none.

6. STATUS OF FUNDS SUMMARY

Treasurer Wanless reported:

SP18 Summary

Current Year Unallocated Fund (CYUF): \$23,724

Student Travel Fund (STF): \$9,210

Student Research Grant (SRG): \$4,297
Athletic Facility Fee Waivers: \$5,000
University Student Union (USU) Waivers: \$5,167
Carpenter Performing Arts Center (CPAC) Waivers: 1
Post Season Sports Fund: \$25,000

7. GRANT APPLICATION HEARINGS

A. Current Year Unallocated Fund (CYUF)

- 1) Action Item: Grant Application: Association of Computer Sciences – Cyber Security Weekly Workshop
Meyer presented on this event that aims to supplement or enhance students' academic preparation or development. The grant is for a certification test, CompTIA, which would provide students with an international certification that would set students apart to employers in prospective job applications.

Ngazimbi asked if there are more than 10 students that have shown interest in this event. Meyer clarified that they have not had any other students show interest, most likely because it is a difficult certification to achieve and it takes a lot of prep time and studying.

Nino asked if there was precedence for funding testing fees to students or organizations. Haller answered that they have funded test prep sessions and workshops, but they have never paid for the actual testing or any fees associated with it.

Wanless explained that the purpose of this fund is for funding events and programs, so there is some hesitation to fund this application because it does not seem to fulfill that purpose.

Nino added that it is also difficult to justify funding this application because it would help out such a small number of students. Since this test is not required, it usually falls under the purview of the students' financial responsibility. It is also using a pretty large portion of the budget for such a limited group of students.

Meyer understands, but pointed out that the impact that this could have in helping the students is large and hopes that they can receive at least a small portion of the funding if not the entire amount requested.

Wanless agreed with Nino and feels that they cannot use the funds from this grant to fund something that does not qualify as an event.

Nino encouraged them to look for different funding sources and opportunities and wished the student luck on this exam.

Total Program Expense: \$3,300
Requested: \$2,300

(M) Wanless (S) Nino to approve \$2,300 from CYUF to Grant Application: Association of Computer Sciences – Cyber Security Weekly Workshop
VOTE ON THE MOTION

FAILS 0-5-2

- 2) Action Item: Grant Application: Grupo Folklorico Mexico de CSULB – Mexica Spring Show
Espericueta presented on this recurring event that aims to promote awareness and understanding of specific cultures. The event will have dancers and performers that will help showcase Mexican culture and will allow performers to share stories through their art form.

Espericueta informed the board that they increased the price of their tickets from \$10 to \$15 to further help with funding.

Rhea asked if the \$1,330 they received at last week's meeting would be used for costumes on this application. Espericueta explained that it would be used for this event, but it covers the costumes/dresses for 2 different regions not included in this application.

Nino asked if they would still be able to have this event with a contribution of \$1,000 from ASI. Espericueta answered that it would be difficult. They asked if they would at least be able to fund them with \$2,500 to help offset the costs of the Carpenter Center.

Ware added that they are expecting about 700 people at this event and they have a pretty large outreach and impact on this campus and in the community.

Total Program Expense: \$19,534 → Revised Application: \$15,263
Requested: \$6,234 → Revised Application: \$3,763

(M) Ngazimbi (S) Nino to approve \$3,000 from CYUF to Grant Application: Grupo Folklorico Mexica de CSULB – Mexica Spring Show

VOTE ON THE MOTION

PASSES 6-0-1

3) Action Item: Grant Application: Kappa Psi Epsilon – Roots II Reality

Luu presented on this recurring event that is in its 20th year. There will be an open mic that the ladies of Kappa Psi Epsilon Sorority Incorporated will put together in honor of Women's HERstory Month. It is anticipated to be on Wednesday, March 7 from 5-10pm in the Chartroom, but the venue is still tentative.

Luu explained that the correct amount that should be requested should be \$470 to include the costs for staffing at the Chart Room.

Total Program Expense: \$605
Requested: \$470

(M) Nino (S) Musman to approve \$470 from CYUF to Grant Application: Kappa Psi Epsilon – Roots II Reality

VOTE ON THE MOTION

PASSES 6-0-1

4) Action Item: Travel Grant Application: Metal Arts Guild – Yuma Art Symposium

Greer and Paul presented on this travel grant that aims to take 12 students to Yuma, Arizona to attend this event. Students will gain insight from artists and professionals working in their desired field. The event is 3 days long and will have various speakers, student art exhibits, and other events related to this field. Funds requested would be used to cover the registration fee for participants.

Haller pointed out that policy dictates that for group travel, they can only fund registration fees for \$75 for up to 10 people, which would amount to \$750.

Total Program Expense: \$1,680
Requested: \$960

(M) Nino (S) Musman to approve \$750 from CYUF to Travel Grant Application: Metal Arts Guild – Yuma Art Symposium

VOTE ON THE MOTION

PASSES 6-0-1

B. Student Travel Fund (STF)

1) Action Item: Alec Sixta – Academy of Religion Western Conference

*This item was tabled, as student was not present.

Requested: \$400 (mileage & conference fees)

*\$400 maximum award

(M) Nino (S) Ngazimbi to table STF Alec Sixta – Academy of Religion Western Conference until next week

VOTE ON THE MOTION

PASSES 6-0-1

C. Student Research Fund (SRF)

1) Action Item: Elsie Ramirez – Restorative Practices in School

Ramirez is conducting research on restorative justice circles in school and the impact they have on Latino/a and African American youth. Funds requested will be used for the purchase of a tape recorder and transcription services.

Requested: \$700

(M) Musman (S) Ngazimbi to approve \$700 from SRF to Elsie Ramirez – Restorative Practices in School

VOTE ON THE MOTION

PASSES 6-0-1

2) Action Item: Erik Sanzon – The Transfer Process Among Latino/a Undocumented Students from California Community College

Sanzon is conducting research that aims to answer the question “How do current/former undocumented students that also identify as Latino/a make sense of their experience as transfer students from California community colleges within a dynamic socio-political context?” Funds requested will be used for recording devices for the interviews, incentives for participants, NVIVO Software, and transcription services.

Requested: \$1,000

(M) Nino (S) Musman to approve \$1,000 from SRF to Erik Sanzon – The Transfer Process Among Latino/a Undocumented Students from California Community College

VOTE ON THE MOTION

PASSES 6-0-1

D. Facility Fee Waiver

1) Action Item: Mathematics Statistics Student Association –Math Day at the Beach

Higgins presented on this annual math competition for high school students in the Los Angeles and Orange County areas. The event will be held on February 24th from 10 am to 3 pm at the University Student Union and the estimated attendance is 270 students.

Requested: \$2,390

(M) Nino (S) Ngazimbi to approve \$2,390 from University Student Union Facility Fee Waiver for Mathematics Statistics Student Association – Math Day at the Beach

VOTE ON THE MOTION

PASSES 6-0-1

8. UNFINISHED CORPORATE BUSINESS

There was none.

9. NEW CORPORATE BUSINESS

There was none.

10. REPORTS

A. Treasurer

- Reviewing application forms for Spring Grant Allocations process to make sure they are up to date and will bring them before the board next week for their review and approval
- They need to determine how much is available, they might have to make some cuts because benefits and minimum wage are set to increase
- They will then send out a call for proposals
- They would also need to discuss a rubric or criteria for a process to allocate funds
- There will be a training session for board members next week that will serve as a refresher on Board of Control policies and procedures. Asked for input on when they would like to schedule this training.
 - Nino stated that they could personally do without the additional training as they have had plenty of experience with financial documents and procedures
 - Rhea asked if they could do this training during the BOC meetings so that it does not conflict with anybody's schedule
 - Haller stated that they could as long as the agenda was kept relatively light

B. Senate Representative

Senator Ngazimbi reported the following:

- They discussed the commencement ceremony and the controversy that is surrounding that
- Assigned a Senator to Human Resources Management Committee
- President Nino and Chief Diversity Officer Elasmara gave their reports
- VP of Student Affairs, Mary Ann Takemoto came and discussed how the fee increase was being used. Fee revenue will amount to about \$2.25 million per year and that is paying for:
 - 3 new psychiatrists
 - 1 new case manager
 - A psychiatrist that would be on staff for more hours
 - New programs such as:
 - Acupuncture
 - Dietitian/dietary services
 - Smoking cessation program a
 - Currently working to develop a new wellness program
 - Working on creating an after hours nurse hotline
 - Some of the money went to scheduled pay raises from existing contracts
 - They have a large scale, \$4.2 million project planned that would bring their examination rooms up to code, upgrade equipment, and put more gender neutral bathrooms in

C. Executive Director

Haller reported the following:

Preliminary budget information

- First step in this process, because we are dependent on mandatory student fees, is to look at the projected enrollment for the next year:
 - Summer 18: \$5,700
 - Fall 18: \$37,454
 - Spring 19: \$34,870
- These projections are reductions because they believe there will be a reduced headcount for next year
- Fee Waivers: There are a certain categories of students that have their fees waived by the university, and those numbers have gone up, almost double since last year. The university does get reimbursed for some of these waived fees, but they are on a case by case basis
- Bad debt/disenrollment: Comes from bad checks, credit card transactions that did not go through, etc. This is a very small amount compared to the overall total.
- Projected Annual Fee Income for the next year: \$4,709,190
- Adopted Income for this year: \$482,965, but based on what was budgeted, they are short \$73,775
- Minimum Wage Increase: Full \$1 increase. Fortunately, it is not effective for the entire fiscal year, so they only have to account for this for 6 months in 2019

- Employer Contribution to the Public Employees Retirement System: 3 tier system that goes up annually. Projected increases for next year are as follows:
 - Tier 1: \$45,000
 - Tier 2: \$4,300
 - Public Employees' Pension Reform Act (PEPRA): \$2,382
- Health Insurance: Goes up consistently, even after trying to negotiate it down as much as possible. Projected increase of \$19,610 in premiums
- Mandated Costs: \$123,000 increase
- Overall: \$200,000 short from projected mandatory student fee income

Proposed Reductions/Program Cuts

- Athletics: Based on discussions with them, they do not know if they will be able to reduce their funding but they are working with them on that
- Food Pantry: May be able to reduce because of the amount of contributions that the program is getting from outside sources
- After Hours Study Center: Will provide usage statistics so that they can determine the actual need for this center and further reallocate resources and funds

Process

- Haller usually prepares a preliminary allocation that gives department managers a baseline from which to work on their budgets. This year, he is only going to provide them with their fixed costs, personnel benefits, and their fixed recurring expenses. Department managers are going to have to fill out what their program operating expenses are.
- When those are turned in, Haller will then submit those to the Board of Control so that they can discuss each department's allocation request. Haller will provide recommendations, but the final decision will rest with the board and students

Haller understands that this is the first time that a lot of the students on the board have worked with an actual department budget and operating expenses, so this will be a highly educational process. They will provide as much information and guidance to the board as possible, but they want the board to understand that it will be difficult and they should be prepared to make some tough decisions.

Nino asked when the next inflationary adjustment is scheduled. Haller answered that it is not until 2020. Added that as minimum wage is going up, they might have to look at headcount and look at the necessity of some positions within ASI. This is not their favorite thing to do because it directly affects students, but it is an example of one of the difficult decisions that may need to be made.

11. VOLUNTARY CLOSING COMMENTS

Nino noticed some interesting things today that they should consider putting into the policy for future boards. Some of them being the fact that they don't pay for testing fees and setting some regulations on equipment for research applications and transcription service costs.

Haller believes that it might be worth having a discussion with Angela Locks, with the Undergraduate Research Opportunity Program. They might be able to purchase some recorders and have that department rent them out to students, thus fulfilling a need and cutting down on that expense.

Kist added that they should also consider having students cut down on the use of paper for items such as advertising and handbills, and believes that some effective advertising can be done online for free.

Norrbom informed the board that the university is offering SPSS to students for free now for research purposes and pushing for NVIVO software on a campus wide level would also be greatly beneficial to students.

12. ADJOURNMENT

Without objection, Treasurer Wanless adjourned the meeting at 3:25 pm.