

ASI Executive Committee 2015-2016

**Executive Committee Minutes 16-03**  
August 17, 2015 at 1:00 pm – 3:00 pm  
USU 3700

Tiffany Boyd  
President & CEO

Bianca Garcia  
Executive Vice President

Jamaela Johnson  
VP of Student & University Affairs

Advisors  
Rodger D'Andreas  
Executive Director

Deb Fritsvold  
Manager of Operations

Ashley Fennell  
Government Affairs Coordinator

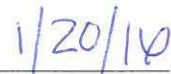
ITEM	SUBJECT	PRESENTER
01	<b>Call to Order</b> The meeting was called to order at 1:00pm.	Tiffany Boyd ASI President
02	<b>Roll Call</b> Present: Tiffany, Bianca, Jamaela, Rodger, Deb, Ashley	Tiffany Boyd ASI President
03	<b>Recognition of Guests</b> No guests present.	Tiffany Boyd ASI President
04 <b>Action</b>	<b>Approval of Agenda</b> Corrected numbering on Agenda heading to reflect that this is meeting 16-03. Corrected mistakes in numbering of last to agenda items. Bianca – 1 <sup>st</sup> with amended changes Jamaela – 2 <sup>nd</sup> Motion Carries	Tiffany Boyd ASI President
05 <b>Action</b>	<b>Approval of Minutes</b> Corrected numbering on previous minutes to reflect that it was meeting 16-02 Bianca – 1 <sup>st</sup> with amended changes 2 <sup>nd</sup> – Jamaela Motion Carries	Tiffany Boyd ASI President
06 <b>Information</b>	<b>Open Forum</b> Nobody present for Open Forum.	Tiffany Boyd ASI President
07 <b>Information</b>	<b>Reports</b> <b>Tiffany</b> – Recorded Convocation video; doing a presentation at SOLC this coming Friday; attended CSUnity; participated in ASI retreat planning. <b>Jamaela</b> – Attended Campus Climate Committee, provided information about SIRF, and discussed retention and recruitment of Black students; participated in ASI tabling at Orientation; participated in ASI Exec Retreat; attended CSUnity, including presentations regarding marketing to specific groups of students, SIRF marketing at the CSSA level; completed CSSA officer elections and internal committees; solidified our campus hosting CSUnity in August 2016. <b>Bianca</b> – Reached out to Katie Sweeney from Cougar Chronicle; completed Robert's Rules of Order video training; discussed College Dream Blogs; attended CSUnity, including a presentation on sustainability focused events and the Greenovation grant through CSSA.	Tiffany Boyd ASI President

	<p><b>Ashley</b> – Presenting at SOLC this week; getting ready for ASI Retreat; attended staff meeting/retreat at SDSU.</p> <p><b>Deb</b> – Finishing up annual financial audit; discussions with Student Emergency Fund regarding provision of support to students during the summer; attended USU Tenant’s meeting, where there was discussion regarding the expectations of the cleaning crew.</p> <p><b>Rodger</b> – Discussions have begun regarding the return of The Ball (formerly Masquerade Ball) to campus this fall, following several years at the House of Blues; engaging in advocacy around ASI being able to serve alcohol at The Ball; attended Student Affairs Leadership Team (SALT) Retreat; discussed use of timeclocks for student employees.</p>	
08 <b>Action</b>	<p><b>Travel Compensation</b> Review travel practices concerning compensation to Executives and student assistants when traveling to ASI events and whether to included or not include travel time. Fiscal Impact: TBD</p> <p>Discussion centered on the pros/cons of paying for Exec and student travel from both fiduciary and philosophy perspectives. Bianca – Motion to approve travel compensation Jamaela – 2<sup>nd</sup> Motion carries</p>	Rodger D'Andreas Executive Director
09 <b>Information</b>	<p><b>ASI Corporate Credit Card Rules and Regulation</b> Review the rules and regulations surrounding the use of an ASI Corporate Credit Card Fiscal Impact: none</p> <p>Auditors examine travel, use of credit cards, and requisitions for potential for fraud. Discussed consequences of audit findings and benefits of having ASI credit cards versus pro-cards. The importance of submitting itemized receipts was stressed.</p>	Deb Fritsvold Manager of Operations
10 <b>Information</b>	<p><b>Student Assistant Summer Parking Fees</b> Discuss parking situation for student assistants during the summer. Fiscal Impact: none</p> <p>Full-time student assistants who work during the summer have to pay \$225 for parking, but cannot take advantage of student services such as the Clarke Fieldhouse and Student Health and Counseling Services since they are not enrolled students. Discussed parking fees and increased demands for the parking structure. A broader conversation about parking with the Board of Directors was recommended.</p>	Deb Fritsvold Manager of Operations
11 <b>Information</b>	<p><b>Roundtable Discussion and Updated Goals and Expectations</b> Discussion of practices, concerns and direction of Associated Students Incorporated, including but not limited to marketing, programming, and budget. Update on Execs goals and expectations. Fiscal Impact: none</p>	Tiffany Boyd ASI President

	<p><b>At the will of the Chair, the meeting was extended to 3:05pm.</b></p> <p>Execs questioned the change from Marketing Team to Design Team. Rodger emphasized that the change was made because of confusion around responsibilities – marketing events should not be the responsibility of the Design Team, who often have limited knowledge of the hundreds of events sponsored by ASI each year. Rather, marketing is more effectively done by those who are planning and executing the events. Execs discussed the importance of incorporating a public relations aspect to our work in ASI, as well as a desire to see emphasize people over logos on the website and in marketing materials. Execs discussed their desire to be more proactively included in decision making, for increased conversation among professional staff and Execs, and for transparency within the organization as a whole. The importance of conveying concerns positively and strategically was emphasized. A recommendation was made to have the Execs meet monthly with the Staff Leadership Team as an initial step in addressing concerns.</p>	
12 Information	<p><b>Announcements</b> No announcements secondary to time constraints.</p>	Tiffany Boyd ASI President
13 Action	<p><b>Adjournment</b> At the will of the Chair, the meeting was adjourned at 3:05pm.</p>	Tiffany Boyd ASI President

I, Bianca Garcia, Executive Vice President, hereby certify that the above Minutes were approved by the Executive Committee of Associated Students, Inc., at a meeting held on October 2<sup>nd</sup>, 2015.

  
Executive Vice President

  
Date