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California State University, San Marcos
 San Marcos, CA 92096-0001
 (760) 750-4990 Fax (760) 750-3149

Established

Executive Committee Agenda 17-3

August 15th, 2016 at 2:00 pm – 3:00 pm
 USU 3700

Agenda Posted: August 11th, 2016 at 2:00 pm

ASI Executive Committee 2016-2017

Collin Bogie
 President & CEO

Aaron Herrscher
 Executive Vice President

Chris Morales
 VP of Student & University Affairs

Rhiannon Ripley
 Chair and Chief of Staff

Advisors
 Kim Clark
 AVP Student Auxiliary Services

Rodger D'Andreas
 Senior Director of Student Governmental
 Affairs and Programs

Deb Fritsvold
 Manager of Operations

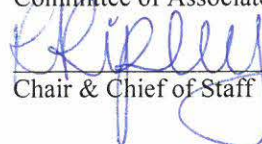
Ashley Fennell
 Government Affairs Coordinator

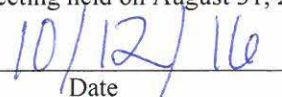
ITEM	SUBJECT	PRESENTER
01	Call to Order The meeting was called to order at 2:01pm	Rhiannon Ripley Chair
02	Roll Call Present: Collin Bogie, Aaron Herrscher, Chris Morales, Rhiannon Ripley, Kim Clark, Rodger D'Andreas, Deb Fritsvold, Ashley Fennell	Rhiannon Ripley Chair
03	Recognition of Guests None	Rhiannon Ripley Chair
04 Action	Approval of Agenda Collin motioned to approve the agenda Aaron-2 nd Motion Carries	Rhiannon Ripley Chair
05 Action	Approval of Minutes Chris motioned to approve the minutes Collin-2 nd Motion Carries	Rhiannon Ripley Chair
06 Information	Open Forum None	Rhiannon Ripley Chair
07 Action	Resolution Approving the Administrator Joint Assignment Description: Consider approval of the Resolution Approving the Administrator Joint Assignment of Dr. Kim Clark as Executive Director of Associated Students, Inc. (ASI) and San Marcos University Corporation (UCorp). Fiscal Impact: None Discussion centered on clarifications of reimbursement of University Corporation as well as when the MOA will be signed. Chris motioned to approve the resolution approving the administrator joint agreement Aaron-2 nd Collin mentioned that he thinks the process for getting this done was wrong and he encouraged future changes to include prior engagement. He would like the executive officers to be included in future conversations regarding organizational structure changes. He also mentioned that he agrees with this transition but did not like how it went about but he is excited to move forward and focus on the future. Kim mentioned that she is working with Lorena to finalize documents and will connect with execs about future conversations. She mentioned that she would have preferred to have been more transparent in this process and will continue that focus in the future. Rodger mentioned that organizational structure changes should go before the full board but since the executives have full board	Kim Clark AVP Student Auxiliary Services

	<p>authority during the summer, they are able to pass this resolution. He did encourage increased conversation and transparency in the future.</p> <p>Collin mentioned that if this was still in talks, he would have liked to take it before BOD but since it is finalized he felt comfortable having the executives approve and move forward.</p> <p>Motion Carries</p>	
08 Action	<p>Corporate Reserves Policy</p> <p>Description: Recommend lowering of reserve minimum balance requirements.</p> <p>Fiscal Impact: Yes</p> <p>Discussion centered on lower than expected enrollment numbers resulted in a deficit in the ASI overall budget. ASI is currently awaiting final totals but it will most likely be around \$60,000. ASI will also most likely face this same issues in the 16/17 academic year. Collin suggested lowering the corporate reserves policy to 20% rather than 25% of the operating budget, which would result in approximately \$68,000 being freed up for use because it would lower the amount ASI is required to have in reserves. Collin believed this would allow for “wiggle room” and protection from lowering budgets for student employment and programming. He also believed that the higher amounts are unnecessary since ASI does not currently operate any facilities. Additionally, the policy would be edited to have a variance so the numbers do not have to be exact. This was per an audit recommendation. Kim mentioned this could also be done through a change to a “target funding level”.</p> <p>Rodger mentioned that this would address 15/16 budget deficit while maintaining compliance with policy in 16/17.</p> <p>It was clarified that this change would affect the entire reserves policy not just the specific individual subparts. Kim reminded all that this can be revisited as the organization changes in the future.</p> <p>Collin motioned to approve the corporate reserves policy</p> <p>Aaron-2nd</p> <p>Motion Carries</p>	Collin Bogie President
09 Action	<p>Fixed Assets, Property and Equipment Policy</p> <p>Description: The State Department of Education Government Accounting Standards Board recommends that the threshold for capitalization of a unit acquisition cost be \$5,000 as opposed to our current policy requirement of \$1,500. Proposed changes rectify this situation.</p> <p>Discussion centered on audit recommendations for changing the purchase price from \$5000 to \$1500 which would lower the fixed assess amounts to approximately 3 items. Deb mentioned that anything less than \$5000 is not expected to have a long “life” and would not be considered an “asset”. This would lower the total amount needed to cover in reserve policy from approximately \$131,000 to \$44, 000. This would result in a lower amount needed in the capital reserve policy because it only has to be half the total amount of the items needing coverage.</p> <p>Fiscal Impact: Yes</p> <p>Chris motioned to approve the fixed assets, property and equipment policy changes.</p> <p>Collin-2nd</p> <p>Motion Carries</p>	Deb Fritsvold Manager of Operations

10 Action	<p>Chair & Chief of Staff Code and Compensation Description: Consider changes to Code 105 (Chair & Chief of Staff) to increase hours from five (5) to ten (10) hours per week throughout the year. Consider changing compensation of the Chair & Chief of Staff to an hourly wage. Fiscal impact: Yes Discussion centered on continuing on the current practice of chair and chief of staff receiving an hourly wage. It was also discussed that this position would need 10 hours instead of 5 allocated for representatives. This would allow for time to meet with representatives and properly facilitate Board operations. Discussion continued on regarding the current deficit and other ASI entities possibly cutting employee hours and programming funds, while this would be a new position receiving additional funds. This change would have fiscal impact and the wage for this position currently do not include the increases to minimum wage. Discussion continued about policy driving budget and not the budget driving policy. In order for this position to be most effective, they would need to be in the office more and in order to be equal to the other executives, it would need to be an hourly position. Collin motioned to approve the chair and chief of staff code and compensation edits Chris-2nd Motion Carries</p>	Rodger D'Andreas Senior Director of Student Governmental Affairs and Programs
11 Information	<p>Lobby Corps Program Description: Discussion of Lobby Corps for the 2016/17 academic year and well as presentation of tentative timeline. Chris discussed a BOD goal incorporating increased advocacy efforts and one step of that would be to start a Lobby Corps program. He has been doing investigations of other CSU campus Lobby Corps programs and policies. He would like his program to be comprehensive but also fiscally conservative. He plans to use his student activities funds to create and new training/on-boarding program in order to serve the maximum amount of people. Fiscal Impact: None</p>	Chris Morales VP of Student and University Affairs
12 Information	<p>Reports Collin motioned to table to next Executive Committee meeting Aaron-2nd Motion Carries</p>	Rhiannon Ripley Chair
13 Information	<p>Announcements Collin motioned to table to next Executive Committee meeting Aaron-2nd Motion Carries</p>	Rhiannon Ripley Chair
14 Action	<p>Adjournment The meeting was adjourned at 2:50pm at the will of the chair.</p>	Rhiannon Ripley Chair

I, Rhiannon Ripley, hereby certify that the above Minutes were approved by the Executive Committee of Associated Students, Inc., at a meeting held on August 31, 2016


Chair & Chief of Staff


Date