



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

**Internal Operations Committee Minutes 17-5**  
**March 10, 2017 2:30-4:00 pm**  
**USU 3700**

Agenda Posted: Tuesday, March 7th, 2017 at 2:30PM

**Internal Operations  
 Committee  
 2016-2017**

**Members**

- Aaron Herrscher**  
Executive Vice President  
Chair
- Collin Bogle**  
President and CEO  
Vice Chair
- Yumary Vasquez**  
Board of Directors Representative
- Alex Vega**  
Board of Directors Representative
- Sam Ramtin**  
Board of Directors Representative
- Nic Polino**  
Board of Directors Representative
- Dawn Myers**  
ASI Student Employee
- Quincy Sharp**  
ASI Student Employee
- Leann Leite**  
ASI Student Employee
- Jasmin Jefferson**  
ASI Student Employee
- Sierra Contreras**  
ASI Student Employee

**Advisors**

- Katy Rees**  
University CFO designee
- Rodger D'Andreas**  
Senior Director  
Student Governmental Affairs &  
Programs
- Ashley Fennell**  
Government Affairs Coordinator

| ITEM             | SUBJECT  | PRESENTER  |
|------------------|--|--|
| 1                | <b>Call to Order</b><br>The meeting was called to order at 2:33pm  | <b>Aaron Herrscher</b><br>Chair  |
| 2                | <b>Roll Call</b><br><b>Present:</b> Aaron, Collin, Yumary, Alex, Sam, Nic, Dawn, Quincy, Jasmin, Katy, Rodger, Ashley<br><b>Absent:</b> Leann, Sierra  | <b>Aaron Herrscher</b><br>Chair  |
| 3                | <b>Recognition of Guests</b><br>Kim Jeffrey, Chris Morales, Vikki Graboyes   | <b>Aaron Herrscher</b><br>Chair  |
| 4<br>Action      | <b>Approval of Agenda</b><br>Nic motioned to approve the agenda<br><b>Alex-2<sup>nd</sup></b><br>Dawn motioned to make an amendment to make presentation item #7 an action item<br>Discussion focused on next steps for process including approving on the draft before it moves to BOD. There were unknowns including library costs included within this budget proposal.<br>Nic accepted<br>Motion Carries with amended changes.<br>Committee noted that the BOD will need to make final approval on any items on this agenda.   | <b>Aaron Herrscher</b><br>Chair  |
| 5<br>Action      | <b>Approval of Minutes</b><br>Yumary motioned to approve the minutes<br><b>Quincy-2<sup>nd</sup></b><br>Motion Carries   | <b>Aaron Herrscher</b><br>Chair  |
| 6<br>Information | <b>Open Forum</b><br>None  | <b>Aaron Herrscher</b><br>Chair  |
| 7<br>Action      | <b>Proposed FY 2017-2018 ASI Budget Description:</b><br>Internal Operations Committee will review the proposed FY 2017-2018 ASI Budget.<br><b>Fiscal Impact: yes</b><br><b>ASI projects an increase in revenue of \$692,850 for FY 17/18.</b><br><b>See attached for documents presented.</b><br>Rodger, Vikki, and Aaron presented the proposed budget. Aaron focused on the increased revenue from the ASI fee referendum. ASI will focus on student activities and key projects such as the 24/5 library, food pantry, large scale programming, and sustainability projects. Vikki reviewed the increase in student salaries due to minimum wage increases as well as cost of printing and office supplies. Quincy has what would have happened if the fee referendum did not pass. Rodger mentioned that cuts would have had to been made to amount of student employees and programs. Vikki then reviewed indirect cost recovery which ASI is charged by the state. Rodger also reviewed equity increases for staff members. The staff salaries and positions were compared to state side | <b>Aaron Herrscher</b><br>Executive Vice<br>President<br><br><b>Rodger D'Andreas</b><br>Senior Director<br><br><b>Vikki Graboyes</b><br>ASI Financial<br>Coordinator |

|   |   |   |
|---|---|---|
|   | <p>jobs and are not equitable. This will have impact on cost of salaries and benefits.</p> <p>After review, the committee discussed whether or not they wanted to approve the budget as is or if they want to wait to see another draft. Collin thought the process should be that the BOD reviews this draft then it comes back to IO then to BOD for final approval, pending timeline allows. Katy asked if they are anticipating any new information coming or any changes made. Committee decided to move forward with this proposed draft.</p> <p><b>Collin motioned to approve draft of proposed 17/18 ASI budget</b><br/> <b>Sam-2<sup>nd</sup></b><br/> <b>Motion Carries</b></p> |   |
| <p><b>8</b><br/> <b>Information</b></p> | <p><b>Announcements</b><br/> <b>Quincy mentioned CougarCon and the Feminist Agenda</b><br/> <b>Dawn reminded students to vote in ASI elections</b><br/> <b>Rodger discussed CHESS</b></p>   | <p><b>Aaron Herscher</b><br/> Chair</p> |
| <p><b>9</b><br/> <b>Action</b></p>      | <p><b>Adjournment</b><br/> <b>Quincy motioned to adjourn</b><br/> <b>Nic-2<sup>nd</sup></b><br/> <b>Motion Carries</b><br/> <b>The meeting was adjourned at 3:27pm</b></p>  | <p><b>Aaron Herscher</b><br/> Chair</p> |