



Board of Directors 2017/2018

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Ashley Fennell
 Asst. Director, Government Affairs
 & Initiatives

Standing Invitees
 Lori Brockett
 Alumni Association Representative

Olaf Hansen
 Academic Senate Representative

Lorena Checa
 President's Designee

Katy Rees
 University CFO Designee

ASI Board of Directors Agenda 18-11

Friday, April 6th 2018 at 2:30pm

USU 2300 Ballroom C

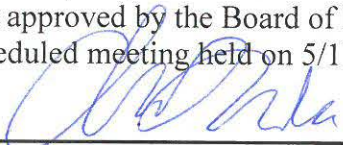
Posted: Tuesday, April 3rd at 12:00 pm

ITEM	SUBJECT	PRESENTER
01	Call to Order The meeting was called to order at 2:31pm	Anna Rapada Chair & Chief of Staff
02	Roll Call Present: Louis, Rex, Yomira, Anna, Matthew, AJ, Savana, Kevin, Meghan, Jenna, Gamaliel, Juan, Joshua, Annie, Ashley, Lori, Olaf Hansen, Lorena Checa, Katy Rees Tardy: Michelle, Kimberly	Anna Rapada Chair & Chief of Staff
03	Recognition of Guests Kim Peirce, Jacqueline Catechis, Char Booth, Joe-Joe McManus	Anna Rapada Chair & Chief of Staff
04 Action	Approval of Agenda Chair added Olaf Hansen as the representative for Academic Senate Ashley also mentioned this meeting should be 18-11 in the agenda header AJ motioned to approve the agenda Savana-2nd Motion Carries	Anna Rapada Chair & Chief of Staff
05 Action	Approval of Minutes Anna corrected item 7 to "elections" Ashley also corrected the header to indicate 18-10 Rex motioned to approve the minutes Meghan-2nd Motion Carries	Anna Rapada Chair & Chief of Staff
06 Information	Open Forum None	Anna Rapada Chair & Chief of Staff
07 Information	24/5 Zone Report Description: Updated report from the University Library Fiscal Impact: None See attached for report reviewed Presenter reviewed 24-5 zone history, goals, snack room, and upcoming events. She also reviewed usage and trends. Sunday and Wednesdays are the busiest nights. Most people stay for 3.5 hours. Seniors use the space the most and biology/psychological sciences are the most popular majors. Gamy gave user experience feedback. He recommended lap desks and more usable furniture. Matt mentioned the furniture should be for studying and not so much for comfort. Anna suggested an online form for feedback for users of the space. Michelle mentioned toiletries in the bathroom.	Char Booth Associate Dean, University Library Carrie Moran Head of User Services, University Library
08 Action	ASI FY 2018-2019 Budget Description: Review of FY2018-2019 ASI Budget as recommended by ASI Internal Operations Committee. Fiscal Impact: No See attached for document reviewed Rex gave an overview of the document as well as summary of changes. He specifically reviewed operations as well as Media & Marketing. He mentioned that most changes are due to changes to minimum wage and increase in operations. Matt wondered about the 40% increase for the Executive Director.	Rex Andrade Executive Vice President & Internal Operations Chair

	<p>Kim wondered about the \$15,000 for sustainability. Josh wondered about the student activities for Media and Marketing. Annie clarified that it was broken out into new lines, not new amounts.</p> <p>Matt asked about the restructure plan for the ASI Community Centers. Louis mentioned a three-year transition plan that funds fully for the first year, 70% for next year, and 30% for next year. Yomira wondered about changes to student activities and Graduate assistants. Annie clarified that student activities was just split into different line items. The changes to the GA are due to minimum wage and increase in hours.</p> <p>Michelle wondered about the summer hours for the Board of Directors. Ashley mentioned the hours are covered under the Fall and Spring semesters but she can split that out into Summer, Fall, and Spring to be clearer.</p> <p>Matt inquired about the decrease in funds for Festival 78. Rex mentioned that ASI had to move funds around in order to cover ASI's contribution to the AVP salary.</p> <p>Annie also mentioned that increases to operations include Natalie going full-time in the Fall to oversee student organization banking and requisitions.</p> <p>Kim wondered where the money for legal is in budget and where the funds came from this year. Annie clarified that the legal funds are for Allen Thomas who is ASI's lawyer on retainer. This is separate from the lawsuit. She mentioned that in the past ASI has never set money aside for legal. This year ASI included it in operations. Previously, funds had been from various areas that could cover.</p> <p>Annie further clarified that changes to minimum wage also include compression. For example with minimum going a dollar higher, the pay for the executive officers was also increased.</p> <p>Yomira wondered about the professional staff pay. Annie mentioned compression again as well as adjusting for inequities and reclassifications.</p> <p>Further discussion focused on indirect cost recovery as well as changes to the budget file and process.</p> <p>Gamy mentioned goals of increasing connection with students since student fees fund ASI.</p> <p>Lorena mentioned appreciating this year's budget plan. She thought it was clear, well thought-out, and transparent.</p> <p>Yomira had concerns about ASI's contribution to the AVP salary. She mentioned the ASI fee referendum initiatives and not taking funds away from those goals. She does not want to provide a disservice to student especially with a possible tuition increase on the horizon.</p> <p>Matt agreed with Yomira but thought that it was hard to find another way to keep student positions and offerings but also navigate minimum wage and new positions. He did note that the current budget does provide increased clarity.</p> <p>Gamy urged members of the BOD to more effectively use their budgets to connect with constituents.</p> <p>Ashley clarified that the BOD budget separated out by line items and no funds removed from BOD.</p> <p>Yomira mentioned concerns about the AVP funds and Lorena mentioned ASI, Campus Recreation, and the University Student Union are covering the salary for the AVP—with USU covering the majority. She saw this new position as a strategic priority for ASI and student life on campus.</p> <p>AJ motioned to approve the ASI FY 2018-2019 Budget Gamy-2nd Motion Carries</p>	
<p>09 Information</p>	<p>Reports See attached for student reports</p>	<p>Anna Rapada Chair & Chief of Staff</p>

	<p>Annie mentioned Denise Bevely visit to campus. She also mentioned search committee for Latin@ Center and AVP positions.</p> <p>Ashley overviewed the Cougar Pantry distribution usage. The Pantry will close for the summer on May 11. Construction on the space will begin May 21. She also mentioned applications for the open positions on the Board available on April 9th and close April 20th. She also mentioned upcoming BOD trainings.</p> <p>Lori mentioned Gradfest. She also mentioned that Louis and Yomira will serve as the Alumni Representatives will traveling in Washington DC for Hill Day next week.</p> <p>Katy mentioned feedback for academic advising. She mentioned two in person open forums as well as an online feedback form.</p>	
10 Information	<p>Announcements</p> <p>Ashley mentioned BOD training happening right now in the ASI Conference Room.</p>	<p>Anna Rapada Chair & Chief of Staff</p>
11 Action	<p>Adjournment</p> <p>Rex motioned to adjourn Josh-2nd Motion Carries</p>	<p>Anna Rapada Chair & Chief of Staff</p>

I, Anna Rapada, 17/18 ASI Chair & Chief of Staff, hereby certify that the above minutes were approved by the Board of Directors of Associated Students, Inc., at a regularly scheduled meeting held on 5/11/18



 Anna Rapada

05/11/18

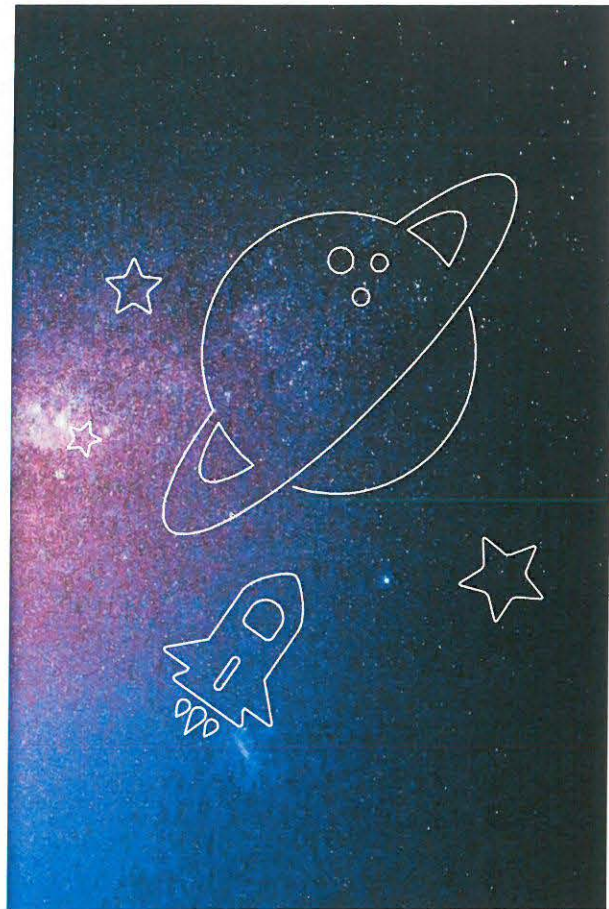
 Date

Hello!

Char Booth

Associate Dean, University Library

cbooth@csusm.edu



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**24/5
ZONE**

OPEN
SUN 10AM–FRI 5PM
POWERED BY ASI & KELLOGG LIBRARY

A horizontal banner with a dark blue and purple nebula background. On the left, the text "24/5 ZONE" is written in large, bold, white letters. On the right, the text "OPEN SUN 10AM–FRI 5PM POWERED BY ASI & KELLOGG LIBRARY" is written in white. Two white diagonal lines separate the two sections of text.

The logo features the text '24/5 ZONE' in a bold, white, sans-serif font. The '24/5' is stacked above 'ZONE'. The background is a dark blue space-themed pattern with white stars and a subtle nebula effect. Two thin white diagonal lines are positioned to the right of the text.

**24/5
ZONE**

The logo features the text 'OPEN SUN 10AM-FRI 5PM' in a bold, white, sans-serif font. Below this, in a smaller font, is 'POWERED BY ASI & KELLOGG LIBRARY'. The background is a dark blue space-themed pattern with white stars and a subtle nebula effect. Two thin white diagonal lines are positioned to the left of the text.

OPEN
SUN 10AM-FRI 5PM
POWERED BY ASI & KELLOGG LIBRARY

Operations

How does 24/5 function?



Hours

Sunday 10pm - Friday 5pm
during Fall & Spring semesters,
Closed during Spring Break, campus
holidays, & summer

Staffing

2 Full-Time library staff on 10-month
contracts & 2 Student workers
More than just space - John & Hugo
assist students with getting materials
from the library collection, and
answering questions



Programming

Grand Opening Celebration

On January 23, 2018 we partnered with ASI to throw a party to celebrate the new space



New & Upcoming

New Game Collection

[30 games](#) (10 still being processed)

Available anytime, but the idea came from 24/ 5!

24/ 5 staff are planning to hold regular game nights

Break Room

Snack Room → Break Room

Microwave & Kettle available anytime

Snacks during 24/ 5

All-Nighter

Tuesday, May 8th

Stress relief activities from 7pm - 7am

- Movie screenings
- Games
- Crafts
- Coffee



Usage

1,684

Unique CSUSM students have used the space (through 4/ 6/ 18)

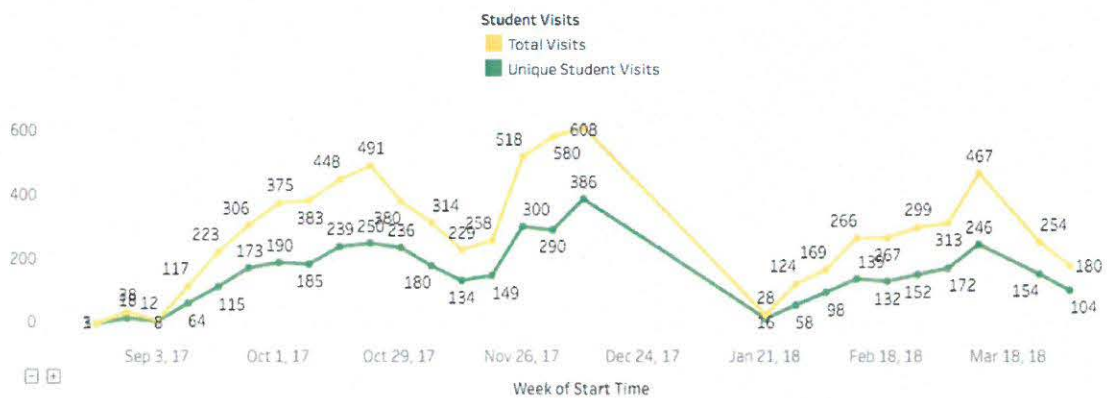
7,650

Total student visits to the 24/ 5 Zone during operating hours (through 4/ 6/ 18)

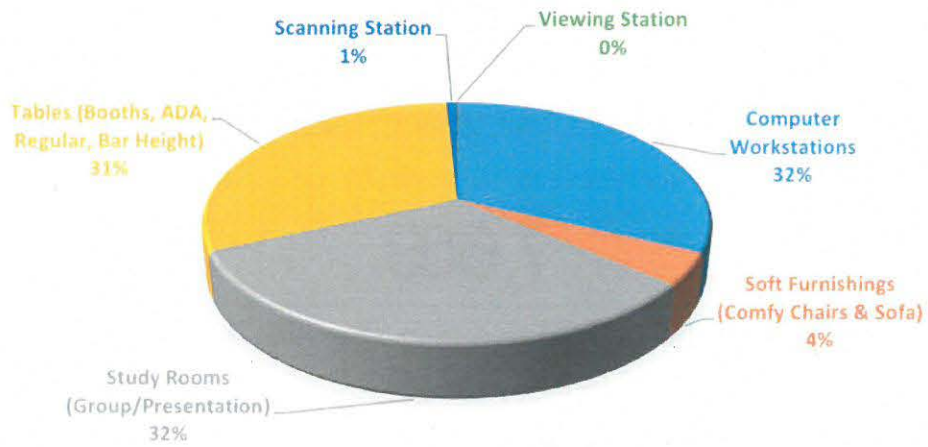
3.5 hours

Average length of stay in the 24/ 5 Zone

9

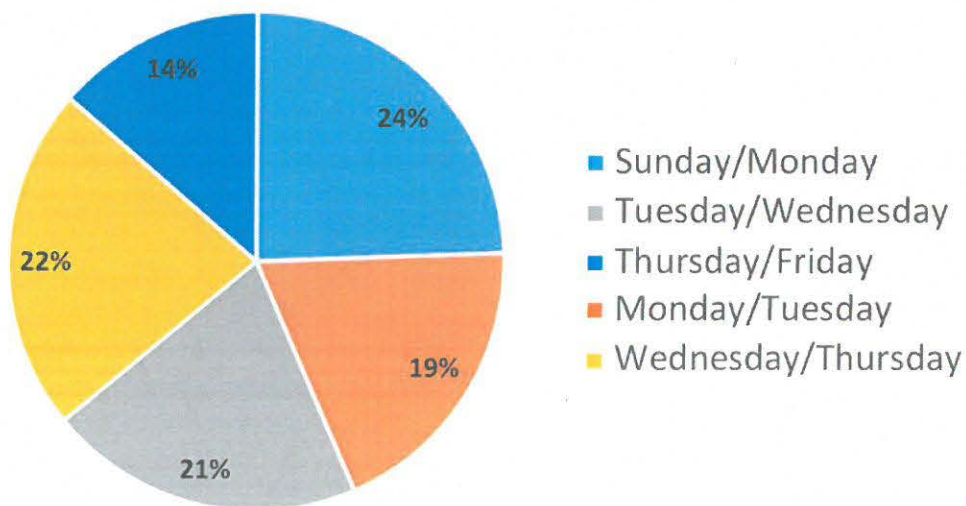


Attendance trends by week



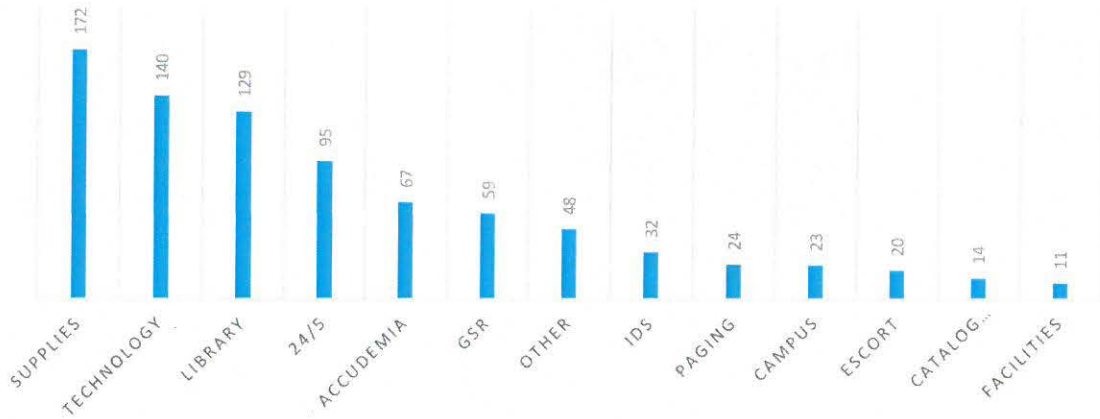
Space use by seating type

11



Percentage of visits by weeknight

12

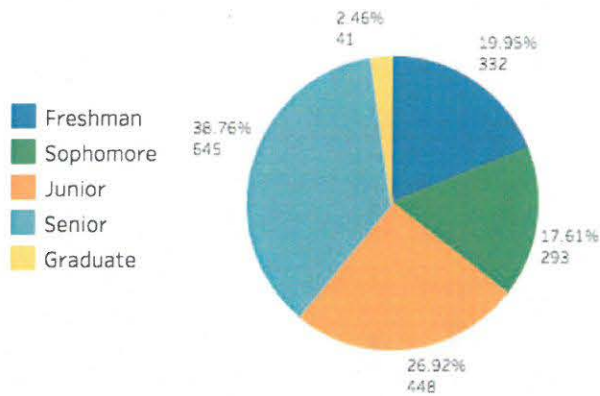


Questions and issue reports

13



Who is using the 24/5 Zone?



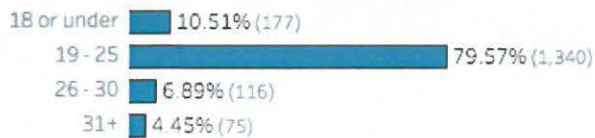
Average Age	22.34
Average Term Units	12.87
Average Cumulative Units Passed	85.49
Average CSUSM GPA	3.04

Age and academic characteristics

15



Distinct Visitors by Age Range



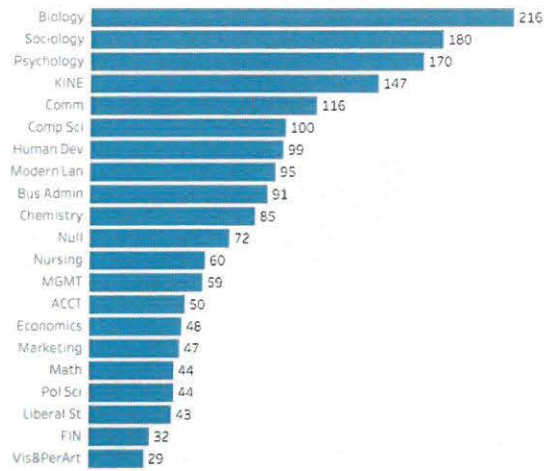
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Age and academic characteristics

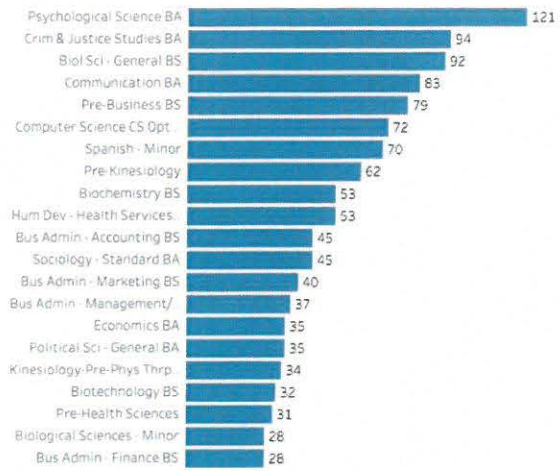
16



Unique Student Visits Counts by Department



Unique Student Visits Counts by Major



Users by department and major

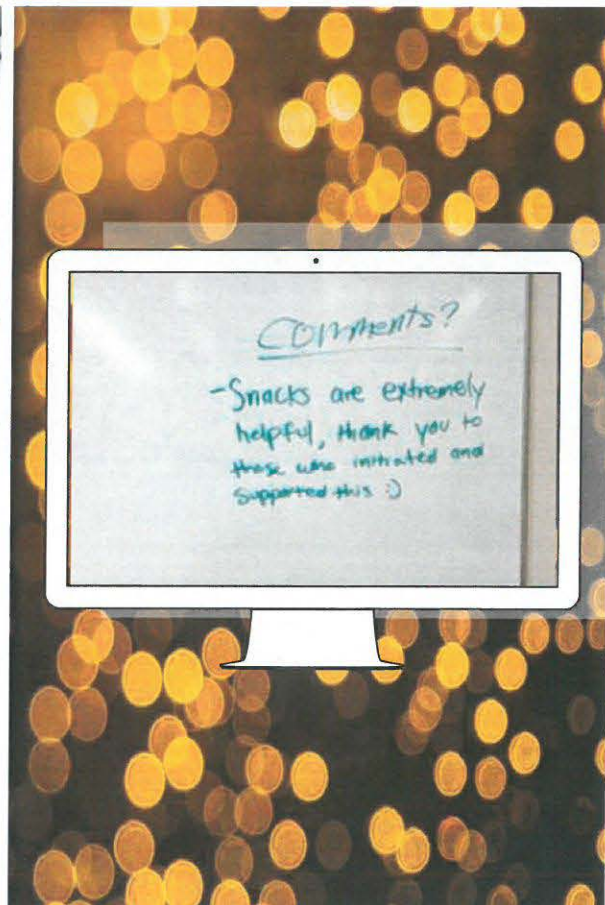
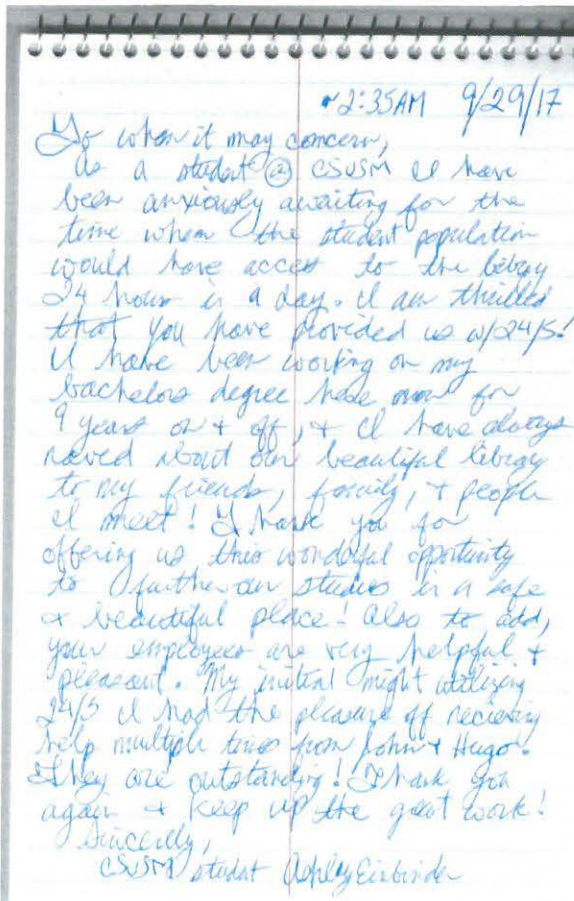
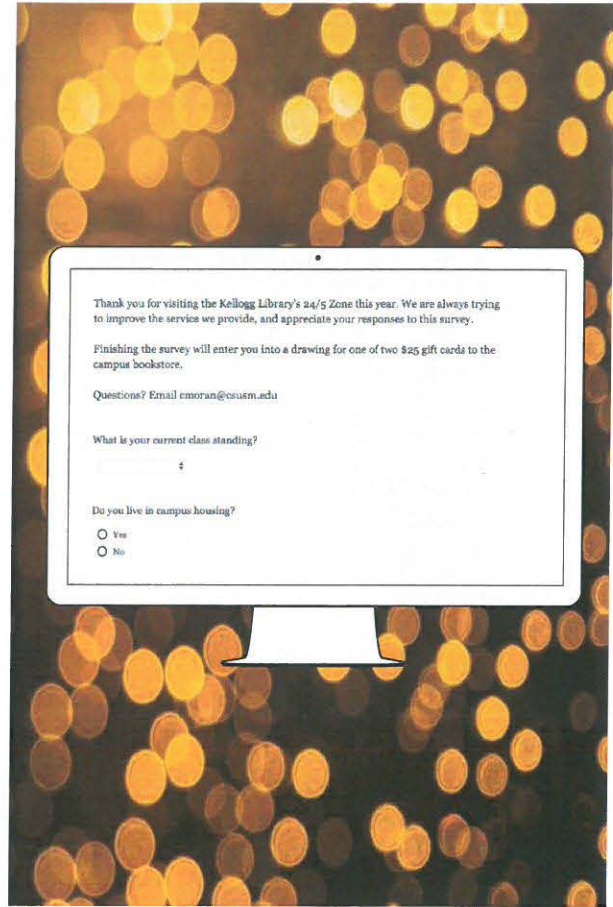


Assessment

Direct user feedback

- Qualtrics Survey will be deployed to all unique users in April
- Focus group interviews on April 15th

19



**24/5
ZONE**



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Questions?

Introduction

The Associated Students, Inc. (ASI) is a 501(C)(3) nonprofit corporation and operates as a student-run organization that provides leadership and support for the campus community. ASI's primary purpose is to serve, engage and empower students. ASI is the official voice in respect to student opinions, their awareness of student issues, and protect the rights and interests of students.

ASI is comprised of four primary functions: the ASI Board of Directors, the Campus Activities Board, the Gender Equity Center and the LGBTQIA Pride Center. These four entities work together to provide professional staff support these functions by providing programmatic, leadership, student development, and operational efforts.

As a primary entity of campus life and student advocacy, ASI affords students a variety of ways to serve the campus community. ASI provides leadership and support for the campus community by engaging in lobbying for student concerns at local and state levels, planning and delivering social, educational, recreational, and cultural programming, participating in student leadership retreats, and advocating for social justice throughout our communities.

Budget Process

Each spring, ASI Executive Officers and professional staff submit programmatic and operational needs and budget information for the subsequent fiscal year based on an analysis of prior year expenses, current programs and operations, proposed new initiatives, anticipated growth and inflation. Additionally, they submit a list of potential revenue sources to the ASI Executive Vice President for review by the ASI Executive Director. The proposed budget package is presented to the ASI Internal Operations Committee for review and recommendation to the ASI Board of Directors. Upon approval by the ASI Board of Directors, the proposed ASI Budget is submitted by the ASI Executive Director to the CSUSM Vice President of Finance and Administrative Services for presentation and approval by the CSUSM President.

Budget Overview

Projected Revenue

Projected revenue is calculated by multiplying the "Student Body Fee" paid by all regularly enrolled and special session CSUSM students by the projected CSUSM headcount per semester. The Student Body Fee is \$75.00 per semester assessed to every enrolled student. The projected CSUSM headcount number is an estimate of the number of students who will be enrolled at CSUSM for the 2018-2019 academic year. During the spring semester, the CSUSM Budget Office calculates the projected headcount for the subsequent fiscal year to all campus departments and auxiliaries. For fiscal year 2018-2019, the projected headcount will be kept at the same number as the prior year. Fall 2018 headcount is projected at 13,971 student and for Spring 2019 is 12,819 students.

The projected revenue for fiscal year 2018-2019 is \$2,069,250. This represents the same projected revenue amount from projected revenue in FY 2017-2018, primarily the result of enrollment staying flat and no changes to the student body fee.

Projected Expenses

ASI's guiding budget principles, which were established during the 2014-2015 budget cycle, were utilized to prioritize expenses for FY 2018-2019. The three guiding principles are:

- (1) Increase funding to student activities. The student activities funding includes the following:
 - Funding all initiatives identified during the ASI fee referendum process with a change to the Cougar Pantry funding due to the one-time Chancellor's Office grant SGRS totaling \$40K.

Initiative	Projected Budget
24-hour library access (5 days per week)	\$1,000,000
Student reserved sustainability projects	\$15,000
Large-scale campus programs	\$100,000
Cougar Pride promotional items	\$13,251
ASI Leadership Funding (ALF)	\$39,000

- (2) Maximize opportunities for student employment in ASI.

- Displaced student employee salary schedule to address the minimum wage increase for 2018-2019 as needed.
- Expanded the Graduate Assistant Program for the Gender Equity Center and LGBTQIA Pride Center.

- (3) Minimize increases to operational expenses, as noted below

- Professional staff salaries and benefits decreased by 1.4% related to changes in staffing and processes in administration of student organization account services. Funding for potential reclassification and equity adjustments of key staff positions is provided for to be determined based on organizational review of ASI.
- Library book purchase: Budget cost recovery paid to the University of 10% increase; administrative fees paid to our Human Resources Services provider; CSUSM Corporation (19% increase); auditing and tax preparation services (2.5% increase); memberships in professional organizations and insurance (6% increase).
- Cost of professional development and travel includes a projected increase of 17%, secondary to the increase in the cost of travel (10% increase) and the increase in the cost of Association (AMA) and California State Student Association (CSSA).
- Office equipment and setup increased by 12.3%, due to the need for additional computers for staff and student use. Office supplies and printing increased 45% due to rising costs of toner/printer

cartridges, both of which support free student printing in the ASI Community Centers. Additionally, office supplies and printing were significantly underfunded in the prior year's budget.

Reserves (Net Assets)

The ASI Reserve policy states that prior year balance is to be allocated to the following categories, based on the amount available for each category: Student Activities, Student Government, Student Employment, Replacement and Acquisition, and Planned Future Growth.

For the FY 2016 audited financial statement, ASI began FY 2016-17 with net assets (prior year balance) of \$528,898. These funds are maintained in ASI Corporate Reserves.

During the FY 2016-17 budget allocation process, the Board of Directors approved withdrawal of \$60,600 from reserves to balance ASI's operating budget. As a result of the mid-year budget review process, it is estimated that no more than \$30,000 will need to be withdrawn from reserves to balance the FY 2016-17 operating budget. The projected reserve balance as of July 1, 2017 is estimated to be \$498,898. The reserve balance is used to fund the following initiatives: 24-hour library access initiative, which will be repaid to ASI reserves from the operating budget at \$18,000 per year over a three-year period.

ASI will be revisiting its budget process as well as its reserve policies during FY 2018-2019 to effect the expanded initiatives and agreement it is entering into and to ensure ongoing transparency in the use of funds.

ASSOCIATED STUDENTS, INC (ASI)
Budget Call Timeline for Fiscal Year 2018/2019

DATE	DESCRIPTION
Friday, February 9, 2018	Present the Fiscal Year 2018-2019 budget timeline at the Internal Operations (IO) Committee meeting, as an informational item.
Friday, February 9, 2018	Budget request email will be sent out to all ASI.
February 12-23, 2018	Supervisors will meet with their department to discuss their budgets. Each department supervisor will meet with the Business Services Analyst to review their proposed budget.
Friday, March 2, 2018	Proposed budgets to be submitted to the Business Services Analyst.
Monday, March 5, 2018	Submission to Internal Operations Committee Chair as an action item for the committee's agenda.
Friday, March 9, 2018	Internal Operations Committee meets to determine new initiatives and review the resulting proposed ASI Master Budget for Fiscal Year 2018-2019. All departments should have a representative in attendance to present their requested budget.
Monday, March 12, 2018	ASI memo, 18-19 ASI Master Budget
Friday, March 16, 2018	IO meeting reserved for budget adjustment if the budget is not approved by the BOD on March 16th.
Friday, April 13, 2018	BOD meeting reserved for budget adjustment if needed.
Friday, April 20, 2018	ASI memo, 18-19 approved budget. Budget narrative, signed BOD minutes due to President/Bylaws for signature.
Friday, April 27, 2018	

2018 - 2019 ASI Budget Summary

	17-18 Approved Budget	18-19 Proposed Budget	Notes
Revenue	\$ 2,009,250	\$ 2,009,250	
Expenses	\$ 2,009,250	\$ 2,009,250	
2101 Operations	\$ 499,098	\$ 430,445	
2102 ASU Student Activities	\$ 15,540	\$ 138,648	
2103 ASI Student Activities	\$ 176,650	\$ 189,576	
2104 LGBTQA+ Pride Center	\$ 238,541	\$ 233,887	
2105 Media and Marketing	\$ 131,887	\$ 145,139	
2106 ASI Student Activities	\$ 48,225	\$ 44,586	
2111 ASI Executive Vice President	\$ 148,756	\$ 166,028	
2118 ASI VP of Student & University Affairs	\$ 7,675	\$ 7,718	
2120 ASI VP of Student & University Affairs	\$ 12,000	\$ 100,250	
2124 Chair & Chief of Staff	\$ 80,132	\$ 66,809	
EXPENSE TOTAL	\$ 2,009,250	\$ 2,009,250	
GRAND TOTAL	\$	\$ 486	

2018 - 2019 Revenue

	17/18 PAID/RECD	18/19 Proposed	Notes for 18/19
Fall Headcount	13,971	13,971	Headcount for Fall and Spring semesters. Budget Office on 10/1/18
Spring Headcount	12,819	12,819	
Fee Amount	\$55	\$55	
Projected Revenue	\$1,009,250	\$1,009,250	

Approved by ASI Internal Operations | March 09, 2018
Pending Approval by ASI Board of Directors | April 6, 2018

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Associated Students, Inc. of CSUM

Dept ID	2018 - Operations	17/18 Approved Budget	18/19 Proposed Budget	Notes for 18/19
613800	Salaries - Prof Staff	\$183,246	\$51,000.00	17-18 included 3 positions, 18-19 positions listed
613800	Benefits - Prof Staff	\$90,702	\$21,200.00	17-18 included 3 positions, 18-19 positions listed
601501	Cost of Living Adjustments (CLA)	\$76,902	\$13,144.00	COCLA for 17/18 was included with salaries. This year 2
613800	Executive Director	\$51,094	\$48,000.00	revenue adjustments for zeroen positions
613800	ASU Position Commission	\$0	\$0	
613800	Salaries - Student Activities	\$19,331	\$18,000.00	Executive Director (reduced) (2018)
613816	Corp Admin Charge 8%	\$12,148	\$14,736.00	Executed on 1/1/18. 411 (\$11,481 (\$12,000))
600803	Professional Development	\$9,000	\$7,905.00	Executed on 1/1/18. 411 (\$11,481 (\$12,000))
600901	Travel	\$7,000	\$8,000.00	Executed on 1/1/18. 411 (\$11,481 (\$12,000))
600910	Travel Activities	\$500	\$700.00	Executed on 1/1/18. 411 (\$11,481 (\$12,000))
600915	Office and Computers	\$2,000	\$2,000.00	Executed on 1/1/18. 411 (\$11,481 (\$12,000))
600920	Communications/Phone	\$6,000	\$6,000.00	Executed on 1/1/18. 411 (\$11,481 (\$12,000))
613810	Auditing Expenses	\$20,000	\$20,000.00	Executed on 1/1/18. 411 (\$11,481 (\$12,000))
600901	Printing/Mail	\$500	\$500.00	Executed on 1/1/18. 411 (\$11,481 (\$12,000))
600903	Office Supplies	\$11,200	\$11,200.00	Executed on 1/1/18. 411 (\$11,481 (\$12,000))
600910	Insurance (CS/UM/A	\$10,668	\$9,895.00	Executed on 1/1/18. 411 (\$11,481 (\$12,000))
600905	Membership Dues	\$2,000	\$2,000.00	Executed on 1/1/18. 411 (\$11,481 (\$12,000))
600915	Legal	\$5,000	\$5,000.00	Executed on 1/1/18. 411 (\$11,481 (\$12,000))
600921	Bank Charges	\$0	\$0.00	Executed on 1/1/18. 411 (\$11,481 (\$12,000))
10124		\$492,098	\$492,485.00	

Dept ID 2110 - General Student Programming

Account #	Account Description	17/18 Budget	18/19 Proposed	Notes for 18/19
613800	Salaries - Prof Staff	\$ 10,000	\$ 35,360	Headcount for Fall and Spring semesters. Budget Office on 10/1/18
613800	Benefits - Prof Staff	\$ 5,000	\$ 14,144	
613800	Executive Director	\$ 240	\$ 240	
613816	Corp Admin Charge 8%	\$ 3,365	\$ 3,962	
613800	ASU Position Commission	\$ 0	\$ 0	
613800	Salaries - Student Activities	\$ 3,000	\$ 3,000	
613800	Community Centers Training	\$ 2,000	\$ 2,000	
613800	Student Summit	\$ 2,500	\$ 2,500	
613800	24/7 Security	\$ 150,000	\$ 150,000	
11006	Change Price	\$ 13,251	\$	Moved to Media and Marketing
11007	Sustainability	\$ 20,000	\$ 15,000	Moved to Legal under
600915	Other Equip/Computer	\$ 1,300	\$ 1,300	General 18 production, events, security, and promotions
TOTAL		\$ 171,844	\$ 413,937	\$ 342,244

Approved by ASI Internal Operations | March 09, 2018
Pending Approval by ASI Board of Directors | April 6, 2018

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Associated Students, Inc. of CSUM

Dept ID	2106 - Media & Marketing	17/13 Budget	18/13 Proposed	Notes for 18/13
Account #	Account Description	Rate	Hours	Total
613000	Salaries - Full Staff	\$ 48,333	50,000	\$ 2,416,650
613000	Benefits - Full Staff	\$ 17,272	50,000	\$ 863,600
613000	Salaries - Contract Support	\$ 34,854	27,254	\$ 1,214,500
660801	Contract Support - Marketing	\$ 7,932	8,708	\$ 69,100
660801	Contract Support - Marketing	\$ 23,000	6,884	\$ 155,000
660801	Contract Support - Marketing	\$ -	18,000	\$ -
660801	Contract Support - Marketing	\$ 8,000	2,100	\$ 16,800
TOTAL		\$ 133,887	145,138	\$ 3,856,150

Approved by All Internal Operations | March 09, 2018
Pending Approval by All Board of Directors | April 05, 2018

Dept ID	2107 - Campus Activity Board (CAB)	17/13 Budget	18/13 Proposed	Notes for 18/13
Account #	Account Description	Rate	Hours	Total
613000	Salaries - Full Staff	\$ 48,333	50,000	\$ 2,416,650
613000	Benefits - Full Staff	\$ 17,272	50,000	\$ 863,600
613000	Salaries - Contract Support	\$ 34,854	27,254	\$ 1,214,500
660801	Contract Support - Marketing	\$ 7,932	8,708	\$ 69,100
660801	Contract Support - Marketing	\$ 23,000	6,884	\$ 155,000
660801	Contract Support - Marketing	\$ -	18,000	\$ -
660801	Contract Support - Marketing	\$ 8,000	2,100	\$ 16,800
TOTAL		\$ 133,887	145,138	\$ 3,856,150

Approved by All Internal Operations | March 09, 2018
Pending Approval by All Board of Directors | April 05, 2018

Dept ID	2300 - Print Center	17/13 Budget	18/13 Proposed	Notes for 18/13
Account #	Account Description	Rate	Hours	Total
613000	Salaries - Full Staff	\$ 48,333	50,000	\$ 2,416,650
613000	Benefits - Full Staff	\$ 17,272	50,000	\$ 863,600
613000	Salaries - Contract Support	\$ 34,854	27,254	\$ 1,214,500
660801	Contract Support - Marketing	\$ 7,932	8,708	\$ 69,100
660801	Contract Support - Marketing	\$ 23,000	6,884	\$ 155,000
660801	Contract Support - Marketing	\$ -	18,000	\$ -
660801	Contract Support - Marketing	\$ 8,000	2,100	\$ 16,800
TOTAL		\$ 133,887	145,138	\$ 3,856,150

Approved by All Internal Operations | March 09, 2018
Pending Approval by All Board of Directors | April 05, 2018

Dept ID	2108 - Graphic Media Center (GMC)	17/13 Budget	18/13 Proposed	Notes for 18/13
Account #	Account Description	Rate	Hours	Total
613000	Salaries - Full Staff	\$ 48,333	50,000	\$ 2,416,650
613000	Benefits - Full Staff	\$ 17,272	50,000	\$ 863,600
613000	Salaries - Contract Support	\$ 34,854	27,254	\$ 1,214,500
660801	Contract Support - Marketing	\$ 7,932	8,708	\$ 69,100
660801	Contract Support - Marketing	\$ 23,000	6,884	\$ 155,000
660801	Contract Support - Marketing	\$ -	18,000	\$ -
660801	Contract Support - Marketing	\$ 8,000	2,100	\$ 16,800
TOTAL		\$ 133,887	145,138	\$ 3,856,150

Approved by All Internal Operations | March 09, 2018
Pending Approval by All Board of Directors | April 05, 2018

Account #	Account Description	17/18 Budget	18/19 Proposed Budget	Notes for 18/19
613808	Salaries-Student Assistants	\$ 13,205	\$ 25,150	Notes for 18/19: \$11*18wks+22wk \$11*19*20wks+22wk Spring
613809	Salaries-Staff	\$ 1,750	\$ 2,150	Notes for 18/19: \$17*18wks+22wk \$17*19*20wks+22wk Spring
613810	Salaries-Student Activities	\$ 65,000	\$ 74,500	Notes for 18/19: \$13*20wks+22wks
650001	Travel	\$ -	\$ 2,000	
650002	Food	\$ -	\$ 20,000	
650003	Operations	\$ -	\$ 2,000	
650004	Office Equip/Computers	\$ 300	\$ 300	3 computers
650005	Travel	\$ -	\$ 9,000	visits to other food partners, basic needs conference
TOTAL		\$ 80,132	\$ 106,800	
Charter's Office Staff		\$ -	\$ 40,000	one-time funding for 18-19
GRAND TOTAL		\$ 80,132	\$ 146,800	

Associated Students, Inc. of CSJOM

Approved for ASJ Internal Operations | March 09, 2018
Pending Approval by ASJ Board of Directors | April 6, 2018

Account #	Account Description	17/18 Budget	18/19 Proposed Budget	Notes for 18/19
613808	Salaries-Student Assistants	\$ 13,205	\$ 25,150	Notes for 18/19: \$11*18wks+22wk \$11*19*20wks+22wk Spring
613809	Salaries-Staff	\$ 1,750	\$ 2,150	Notes for 18/19: \$17*18wks+22wk \$17*19*20wks+22wk Spring
613810	Salaries-Student Activities	\$ 65,000	\$ 74,500	Notes for 18/19: \$13*20wks+22wks
650001	Travel	\$ -	\$ 2,000	
650002	Food	\$ -	\$ 20,000	
650003	Operations	\$ -	\$ 2,000	
650004	Office Equip/Computers	\$ 300	\$ 300	3 computers
650005	Travel	\$ -	\$ 9,000	visits to other food partners, basic needs conference
TOTAL		\$ 80,132	\$ 106,800	
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Associated Students, Inc. of CSJOM

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Account #	Account Description	17/18 Budget	18/19 Proposed Budget	Notes for 18/19
613808	Salaries-Student Assistants	\$ 13,205	\$ 25,150	Notes for 18/19: \$11*18wks+22wk \$11*19*20wks+22wk Spring
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613810	Salaries-Student Activities	\$ 65,000	\$ 74,500	Notes for 18/19: \$13*20wks+22wks
650001	Travel	\$ -	\$ 2,000	
650002	Food	\$ -	\$ 20,000	
650003	Operations	\$ -	\$ 2,000	
650004	Office Equip/Computers	\$ 300	\$ 300	3 computers
650005	Travel	\$ -	\$ 9,000	visits to other food partners, basic needs conference
TOTAL		\$ 80,132	\$ 106,800	
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Associated Students, Inc. of CSJOM

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Account #	Account Description	17/18 Budget	18/19 Proposed Budget	Notes for 18/19
613808	Salaries-Student Assistants	\$ 13,205	\$ 25,150	Notes for 18/19: \$11*18wks+22wk \$11*19*20wks+22wk Spring
613809	Salaries-Staff	\$ 1,750	\$ 2,150	Notes for 18/19: \$17*18wks+22wk \$17*19*20wks+22wk Spring
613810	Salaries-Student Activities	\$ 65,000	\$ 74,500	Notes for 18/19: \$13*20wks+22wks
650001	Travel	\$ -	\$ 2,000	
650002	Food	\$ -	\$ 20,000	
650003	Operations	\$ -	\$ 2,000	
650004	Office Equip/Computers	\$ 300	\$ 300	3 computers
650005	Travel	\$ -	\$ 9,000	visits to other food partners, basic needs conference
TOTAL		\$ 80,132	\$ 106,800	
Charter's Office Staff		\$ -	\$ 40,000	one-time funding for 18-19
GRAND TOTAL		\$ 80,132	\$ 146,800	

Associated Students, Inc. of CSJOM

Approved for ASJ Internal Operations | March 09, 2018
Pending Approval by ASJ Board of Directors | April 6, 2018

Dept ID	2118 - ASU Vice President of Student and University Affairs (VPS/VA)	17/18 Budget	18/19 Proposed	Notes for 18/19
Account #	Account Description			18/19 Proposed 18/19 Proposed 18/19 Proposed
613808	Salaries-Student Assistants	\$ 14,000	\$ 14,000	14,500 515*20hrs*25weeks (spring)
613808	Benefits SA 4%	\$ 560	\$ 560	
613810	Comp Admin Charge 8%	\$ 1,120	\$ 1,120	
660621	Travel	\$ 7,250	\$ 7,250	
660842	Student Activities	\$ 4,000	\$ 2,000	\$1000 moved to general BOD elections
660835	Office Equip/Computers	\$ 300	\$ 300	
TOTAL		\$ 27,670	\$ 27,230	

Approved by ASU Internal Operations | March 09, 2018
Pending Approval by ASU Board of Directors | April 6, 2018

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Associated Students, Inc. of CSUM

Dept ID	2121 - University Cost Recovery	17/18 Budget	18/19 Proposed	Notes
Account #	Account Description			Notes 18/19 Proposed 18/19 Proposed
613814	University-related Cost Recovery	\$ 52,914	\$ 66,423	YSA original amt (9,117,000) reduced to \$566,423
613814	Business & Fiscal	\$ 87,095	\$ 88,877	
613814	Public Income Request	\$ 5,000	\$ 5,000	
TOTAL		\$ 144,959	\$ 160,250	

Approved by ASU Internal Operations | March 09, 2018
Pending Approval by ASU Board of Directors | April 6, 2018

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Associated Students, Inc. of CSUM

Dept ID	2124 - ASU Chief and Chair of Staff	17/18 Budget	18/19 Proposed	Notes for 18/19
Account #	Account Description			Notes for 18/19 18/19 Proposed 18/19 Proposed
613808	Salaries-Student Assistants	\$ 13,000	\$ 14,500	515*20hrs*25weeks (spring)
613808	Benefits SA 4%	\$ 520	\$ 580	
613810	Comp Admin Charge 8%	\$ 1,040	\$ 1,160	
660621	Travel	\$ 1,500	\$ 1,500	
660842	Student Activities	\$ 300	\$ 300	
660835	Office Equip/Computers	\$ 17,400	\$ 19,686	
TOTAL		\$ 17,400	\$ 19,686	

Approved by ASU Internal Operations | March 09, 2018
Pending Approval by ASU Board of Directors | April 6, 2018

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Associated Students, Inc. of CSUM

CSU The California State University
OFFICE OF THE CHANCELLOR

Student Academic Services
Academic and Student Affairs
401 East University Ave.
Fresno, CA 93740-2700
www.csusa.edu

March 8, 2018

Dr. Karen S. Haynes
President
California State University, San Marcos
333 South Twin Oaks Valley Road
San Marcos, CA 92076

Dear President Haynes:

The Senate Bill (SB) 85 "Hemp-Free Campus Designation" Review Committee has completed its review of the proposal. The committee has recommended that the campus be designated as hemp-free and housing displacement. Based upon the review of the California State University, San Marcos proposal and request for support, I am pleased to announce that the campus will receive \$40,000 in funding for March 2018 – June 2019.

Required - Exchanged Activities
\$40,000
Innovative Award
\$0
\$40,000
Total Amount Funded

This funding will support CSU San Marcos efforts to develop, enhance and integrate basic needs resources into the institutional fabric of campus culture. In doing so, students will have access to the tools necessary to persist in their education and earn a degree.

The SB 85 funding should be considered "one-time" resources. At the conclusion of the 2017-18 fiscal year, any unexpended funds from this allocation should be carried forward into the next fiscal year to support SB 85 activities.

Dr. Lorena Choeza, Dr. Annie Mackles, and Ashley Fennell have been notified regarding this funding allocation and reporting requirements. If you have any questions, please contact Dr. Denise Ivey, Director, Student Wellness and Basic Needs Initiative at (562) 513-8807 or dsivey@csusm.edu.

Sincerely,

Eric G. Forbes
Eric G. Forbes
Assistant Vice Chancellor, Student Academic Services

CSU Campus
Board of Regents - Office of the Chancellor - 401 East University Ave. Fresno - 93740-2700
Campus - 401 East University Ave. Fresno - 93740-2700
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- c. Dr. Loren J. Blanchard, Executive Vice-Chancellor for Academic and Student Affairs
Dr. Loren J. Blanchard, Executive Vice-Chancellor for Academic and Student Affairs, CSU San Marcos
- Dr. Graham Oberon, Provost, CSU San Marcos
- Mr. Nathan Evans, Chief of Staff and Senior Adviser, Academic and Student Affairs
- Dr. Denise Perly, Director, Student Wellness and Basic Needs Initiative
- Dr. Denise Perly, Director, Student Wellness and Basic Needs Initiative, CSU San Marcos
- Dr. Denise Perly, Director, Student Wellness and Basic Needs Initiative, CSU San Marcos
- Ashley Fennell, Assistant Director of Government Affairs and Outreach, CSU San Marcos

BOD Reports 4.6

Name * Kevin Palomino

Position on Board * CHABSS Rep

News: Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners) * None

Updates on your ASI and University Committees * None

Upcoming Events and New Initiatives/Collaborations * None

Areas of concern related to your position and its constituents. * None

Name * Yomira Zamora

Position on Board * VP SUA

News: Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners) * Traveled to Sacramento State capitol and spoke on behalf of all CSUSM and CSU students at a Budget hearing committee
Visited CSUDH and helped their efforts with their Project Rebound and other campus initiatives and civic engagement
Lobby Corps collaborating with SHCS and FU with Take Back the Night to support Sexual assault and harassment survivors

Updates on your ASI and University Committees *

Student Affairs Committee updated policy to centralize a point person for grade appeal process, (removed ASI, DOS from policy)
Lobby Corps hosting 2 upcoming events, "Letters to your reps" and "World Cafe". Also local district office visit w/ Dr. Shirley Weber
SAC- Presentation on Gun Safety prevention resolution and rights to protesters

Upcoming Events and New Initiatives/Collaborations *

SHCS Take Back The Night April 19 5-9pm
LC- Letters to your reps April 24 12-1 Uhour, World Cafe April 17 11-1p
TC- Know Your Rights Workshop collab with Lobby Corps
Project Rebound update, Assembly Member possibly funding all PR's in the CSU. Scheduling a meeting soon.

Areas of concern related to your position and its constituents. *

Tuition Increase and more awareness for students to take action

Name * Alex Vega

Position on Board * College Humanities Arts Behavioral Social Science Representative

News: Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners) *

All of the representatives have confirmed our movie showing that will take place on April 19th at 5:30 P.M. in Markstein 125. It will be a movie showing that will focus on Women empowerment and we will be showing a movie then conducting a discussion going over the topic with students, faculty, and anyone who wants to participate in the campus community. our goal is to create awareness of struggles that women go through and educate others. We will be hosting a food and beverage stand for

those who stay and watch the movie. We have connected with Sedexo through Ashley and Kevin has submitted a design for design team to create a flyer which we will be posting throughout campus.

Updates on your ASI and University Committees * Committees have been slow for me this semester because we only meet twice a semester for both of my committees. the next meeting for both will be this month in April and in the next BOD meeting I will post more information and share with the board once I have attended them.

Upcoming Events and New Initiatives/Collaborations * We are currently working on collaborations with orgs around campus to come and participate in our event where we will support them and they will be able to support ASI. We have two full weeks and already have contacted plenty which gives us time to pull their interest into it.

Areas of concern related to your position and its constituents. * I have no areas of concern in my position or from my constituents. I am currently working to recruit new people to fill my position for next year since there are open spots on the board and creating an interest for others around campus to join ASI.

Name * Anna Rapada

Position on Board * Chair & Chief of Staff

News: Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners) * Checked in with a few BODers on their upcoming events for that will happen for the rest of the semester
Met with Lucas who will be the next Chair and Chief of Staff for 18/19, introduced him to ASI. Will be meeting with him again to talk about more specific Chair and Chief tasks

Updates on your ASI and University Committees * ASI IO – Budget Review for FY18/19
ASI Internal Productions – ASI News Channel show is now running! First video was launched March 12. Will be meeting with team to plan next video

PRC Morningstar – doing some finish touches, but will be meeting with Provost for the final meeting
Sustainability Projects Committee – Proposal applications are now open
APC – Finished reviewing Service Learning Policy, waiting on Academic Senate

Upcoming Events and New Initiatives/Collaborations *

World Cafe with Lobby Corps on April 17

Areas of concern related to your position and its constituents. *

None

Name *

Meghan Aparri

Position on Board *

College of Education, Health, and Human Services

News: Highlights and successes related to your position (i.e. meetings, past events, new campus/community partners) *

None.

Updates on your ASI and University Committees *

None.

Upcoming Events and New Initiatives/Collaborations *

Nutrition Kick is April 10th during U-hour.

Areas of concern related to your position and its constituents. *

None.