



**ASI Board of Directors 2020/2021**

- Dylan Crivello  
*Chair and Chief of Staff*
- Michael Garrett  
*President & CEO*
- Tim Pelayo  
*Executive Vice President*
- Andrew Gamboa  
*VP of Student & University Affairs*
- Caleb Standley  
*CoBA Representative*
- Jacqueline Montañio  
*CoBA Representative*
- Julia Glorioso  
*CHABSS Representative*
- Sherry Rivas  
*CEHHS Representative*
- Shaelyn Rusnak  
*CEHHS Representative*
- Sophia Aguilar  
*CSTEM Representative*
- Ksenia Cavo  
*CSTEM Representative*
- Jenna Dotson  
*Student at Large Representative for Sustainability*
- Sarah Ortiz  
*Student at Large Representative for Diversity & Inclusion Representative*
- Christopher King  
*Student at Large Representative for Diversity & Inclusion Representative*
- Jacob Peirce  
*Veterans Student Representative*
- Advisors**  
 Annie Macias  
*Executive Director*
- Ashley Fennell  
*Assoc. Director, Government Affairs & Initiatives*
- Standing Invitees**  
 Michelle Romans  
*Alumni Association Representative*
- TBD  
*Academic Senate Representative*
- Gail Cole-Avent  
*President's Designee*
- Clint Roberts  
*University CFO Designee*
- Bella Newberg  
*CSUSM Corporation*

**ASI Board of Directors Committee Minutes 21-01**

Friday, August 21st at 2:30pm

Zoom: <https://csusm.zoom.us/j/9478541763>

*This meeting is being facilitated through an online zoom format, consistent with the Governor's Executive Order N25-20, suspending certain open meeting law restrictions.*

ITEM	SUBJECT	PRESENTER
01	<b>Call to Order</b> The meeting was called to order at 2:36pm	Dylan Crivello <i>Chair and Chief of Staff</i>
02	<b>Roll Call</b> Present: Michael, Dylan, Tim, Andrew, Caleb, Sophia, Shae, Julia, Ksenia, Jackie, Jake, Jenna, Christopher, Sarah, Annie, Ashley, Michelle, Gail, Clint, Bella, Tardy: Sherry	Dylan Crivello <i>Chair and Chief of Staff</i>
03	<b>Recognition of Guests</b> See attached guest list from registration list	Dylan Crivello <i>Chair and Chief of Staff</i>
04 Action	<b>Approval of Agenda</b> Chair moved to approve the agenda by unanimous consent None opposed Motion Carries	Dylan Crivello <i>Chair and Chief of Staff</i>
05 Action	<b>Approval of Minutes</b> Chair moved to approve the minutes from 5/8 by unanimous consent None opposed Motion Carries	Dylan Crivello <i>Chair and Chief of Staff</i>
06 Information	<b>Open Forum*</b> Zameer Karim shared concerns about unemployment benefits and support for CSUSM students. He encouraged Board members to examine Festival 78 and marketing budgets and reallocate to student employment opportunities, student emergency fund, and ASI Cougar Pantry. Michelle Tran acknowledge the weight this Board must carry through COVID and commended them.	Dylan Crivello <i>Chair and Chief of Staff</i>
07 Action	<b>Approval of amendment to the April 24th, 2020 minutes</b> Description: Review of edits for approved minutes from April 24 per guest request. Fiscal Impact: None See attached for minutes and edits reviewed Guest requested edits for open forum comments from 4/24 meeting. Chair moved to approve the minutes from 4/24 by unanimous consent None opposed Motion Carries	Dylan Crivello <i>Chair and Chief of Staff</i>
08 Information	<b>Cal State Student Association Presentation</b> Description: CSSA President Zahraa Khuraibet will introduce the Cal State Student Association and present CSSA's goals for the upcoming year. Fiscal Impact: None See attached for presentation reviewed. Christopher thanked them for presenting Jake acknowledged their work and mentioned his own experience with CSSA & Lobby Corps	Zahraa Khuraibet <i>CSSA President</i>

	Ksenia mentioned accessibility and women representation on the CSSA Executive Board.	
<b>09 Action</b>	<b>Approval of 2020/2021 ASI Executive Committee Meeting Schedule</b> <b>Description:</b> Committee will review updates to the approved Executive Committee meeting schedule for the fall 2020 semester. <b>Fiscal Impact:</b> None Chair moved to approve the updated to the 20/21 ASI Executive Committee meeting schedule by unanimous consent None opposed Motion Carries	Dylan Crivello <i>Chair and Chief of Staff</i>
<b>10 Presentation</b>	<b>ASI Cougar Pantry updates</b> <b>Description:</b> Committee will hear updates about ASI Cougar Pantry operations <b>Fiscal Impact:</b> None See attached for presentation. Committee members had no questions.	Alondra Gutierrez <i>ASI Cougar Pantry Coordinator</i>
<b>11 Action</b>	<b>Approval of edits to ASI Student Emergency Fund policy</b> <b>Description:</b> Committee will review updates to the Student Emergency Fund policy including denials and awards processing. <b>Fiscal Impact:</b> None See attached for document reviewed. Presenters discussed changes that included clarification for processing summer awards and updates to denial processes. <b>Christopher motioned to approve the edits to the ASI Student Emergency Fund policy</b> Caleb-2 <sup>nd</sup> Motion Carries	Ashley Fennell <i>Assoc. Director, Government Affairs &amp; Initiatives</i>  Tim Pelayo <i>Executive Vice President</i>
<b>12 Information</b>	<b>Reports</b> Dylan – committee assignments, Board training Michael- Board training and open CHABSS position Tim- Fee project, budget, SEF edits, and ASI Retreat Andrew- NVRD, Constitution Day, civic engagement & elections efforts, election task force, and orientations Annie- Trainings, ASI Cougar Pantry studies, Food Network, Audits, Budget edits, and reserves. Ashley- Refrigerated lockers, ASI Leadership Funding, ASI Cougar Pantry construction, and BOD events/outreach efforts. Michelle- events and collaborations Gail- University Cabinet changes & meetings, USU Computer lab, Ranjeeta Basu leading as Chief Diversity Officer, Gender Equity Center review, and Veteran Services Director position search Clint- changes to SFS, payment plans, employer reimbursements, CARES funds allocations, on-campus class offerings & safety guidelines Bella- Housing move-in plans, Bookstore online and curbside services, Innovation Hub changes & Updates with Tech School, and Research with Faculty	Dylan Crivello <i>Chair and Chief of Staff</i>
<b>13 Information</b>	<b>Announcements</b> Andrew- support civic engagement efforts Michael- dropped from classes if don't attend and XYZ lot free parking Ashley- Testing site on campus and will get Bookstore gift cards to those who requested	Dylan Crivello <i>Chair and Chief of Staff</i>
<b>14 Action</b>	<b>Adjournment</b> <b>Meeting was adjourned at 3:47pm</b>	Dylan Crivello <i>Chair and Chief of Staff</i>

\* Public comment will be limited to a maximum of 5 minutes per guest. Chair will determine allocated amount per meeting.

I, Dylan Crivello 20/21 ASI Chair & Chief of Staff, hereby certify that the above minutes were approved by Board of Directors of Associated Students, Inc., at a regularly scheduled meeting held on September 4, 2020

  
Dylan Crivello

10/12/20  
Date

CSSA

CAL STATE STUDENT  
— ASSOCIATION —



# WHAT IS CSSA?

**CSSA**  
CAL STATE STUDENT  
ASSOCIATION

## THE UNIFIED VOICE OF CSU STUDENTS

What is CSSA?

The Cal State Student Association (CSSA) is recognized by the **CSU Board of Trustees** and the **California State Legislature** as the official voice of CSU students.

## **MISSION OF CSSA**

What is CSSA?

### **WHY does CSSA exist?**

To improve the lives of California State University (CSU) students.

### **WHAT does CSSA do to improve the lives of CSU students?**

Advocate for student needs and engage students in systemwide, state, and federal higher education policy making.

### **HOW does CSSA approach its advocacy and student engagement?**

Guided by the values of educational equity, servant leadership, and stewardship.

## 2019/2020 POLICY AGENDA

What is CSSA?

**1**

Enable adequate access to housing, food, and healthcare services that promote overall student well-being and safe campus environments.

**2**

Ensure that the CSU is accessible, affordable, and sustainable.

**3**

Ensure the academic success and holistic educational experience of all CSU students.

**4**

Foster inclusive civic engagement for CSU students to find agency in their campus, community and governmental affairs



## 2018 STRATEGIC PLAN

What is CSSA?

# 1

## Educate

The Cal State Student Association will serve as the leading resource on issues affecting California State University students.

# 2

## Empower

The Cal State Student Association will elevate and strengthen the student voice in higher education policy discussions, and provide opportunities for students to take an active role in higher education advocacy.

# 3

## Influence

The Cal State Student Association will proactively lead change in higher education policy to ensure that systems that influence outcomes for CSU students are supporting the holistic needs of students.



# WHO IS CSSA?



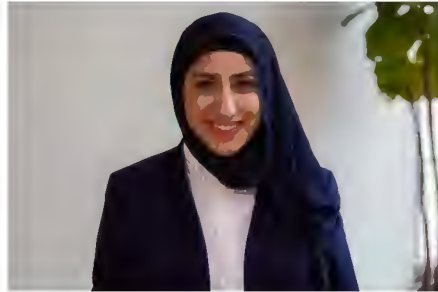
# CSSA BOARD OF DIRECTORS

Who is CSSA?



## EXECUTIVE OFFICERS 2020/2021

Who is CSSA?



**Zahraa Khuraibet**  
President



**Diana Vicente**  
Chair



**Katherine Pham**  
Vice President of  
Finance



**Alondra Esquivel Garcia**  
Vice President of  
Systemwide Affairs



**Guan Liu**  
Vice President of  
Legislative Affairs

# 2020/2021 COMMITTEE STRUCTURE

Who is CSSA?



\* Committee of the whole = one representative from each 23 CSU campus  
\*\*Predetermined membership per the CSSA constitution

# How to get involved?

- Systemwide Committees
- Student Trustee
- Public Comment

## SOCIAL MEDIA

Follow CSSA Online



@csustudents



/csustudents



@csustudents



/csustudents



@csustudents



/cssatube



**ASSOCIATED STUDENTS, INC.  
CAL STATE SAN MARCOS**

**ASSOCIATED STUDENTS, INC.**

## **STANDARD OPERATIONS POLICY & PROCEDURE MANUAL**

**POLICY: STUDENT EMERGENCY FUND**

**EFFECTIVE  
DATE: JANUARY 11, 2016**

**APPROVAL  
DATE: ~~JULY 6, 2020~~**

### **PURPOSE**

The Student Emergency Fund (SEF) provides compassionate assistance to currently enrolled CSUSM students who encounter unforeseen financial emergencies or catastrophic events that disrupt their progress toward a degree. These funds are not intended to be used for routine expenses nor as a consistent supplement to a student's education funding sources. These funds are not required to be repaid.

### **POLICY AND PROCEDURES**

- A) Funding for Student Emergency Fund is determined annually during the ASI budget allocation process in the spring for the subsequent fiscal year.
- B) Funds for Student Emergency Fund are managed by and contained within the budget of the ASI Executive Vice President.
- C) All requests must be urgent in nature.
- D) Automatic denials include:
  - a) Student applicant is not enrolled in the current semester at CSUSM.
  - b) Student applicant has exceeded financial aid cost of attendance.
  - c) Student is not in a degree seeking program.
  - d) Student is not enrolled in a program that pays the ASI Student Body Fee
- E) Funds will not be awarded to the same student more than once during an academic year. Committee will consider academic year July 1- June 30.
  - a) Summer applicants must be enrolled in either summer and/or fall classes.
    - i. Summer awards through Financial Aid and Student Financial Services will need to be awarded to the prior spring semester disbursement in order to avoid delay of award to the student recipient
    - ii. If a student is an incoming freshman, funds cannot be disbursed until fall semester Financial Aid awards are processed. Funds cannot be awarded for a previous semester because they were not previously enrolled.



- b) Winter applicants must be enrolled in winter intersession and/or spring classes.
  - c) Students will be ineligible to apply again during the academic year.
    - i. Exceptions can be made if there has been another financial emergency or catastrophic, unforeseen circumstance unrelated to prior application, the student may apply again. Committee will make final approval or denial decision.
- F) ACE Scholar students will be encouraged to first reach out to ACE at [ace@csusm.edu](mailto:ace@csusm.edu) before applying to Student Emergency Fund to ensure students explore all available options.
- G) The application is located online and requests are automatically downloaded.
- a) Application, backup documentation, and student enrollment will be reviewed and verified by Cougar Care Network prior to Team recommendation.
    - i. Student will meet with a member of the Cougar Care Network prior to application being sent to Team. This could include in person, phone call, or zoom/skype/Teams meetings.
    - ii. If denied due to Cost of Attendance, student will be notified of Financial Aid appeals process.
- b) Submitted applications must be thorough and include as much information as possible regarding the need for emergency funds. Student must also submit backup documentation for emergency situation.
- c) An application will be denied if a student has not responded to Cougar Care Network after three outreach efforts (phone call, email to personal/CSUSM email, etc.) for back-up documentation or for required meeting with CCN member.  
~~If more information is needed from the student, this may result in a denial until the committee can review additional information.~~
- i. Student will be asked to re-submit and provide additional documentation or information regarding the emergency situation.
- d) Awards are determined by the Student Emergency Fund Team which includes university staff members who work directly with the Cougar Care Network, as well as the ASI Executive Vice President and an ASI staff member, as designated by the ASI Executive Director.
- a. A decision must be made by a majority of the team members.
  - b. Team will consider awarding ~~up to~~ \$250 based on documented need in the form of a Financial Aid Scholarship.
- e) Funds are distributed to the SEF recipient in the form of a Financial Aid Scholarship.
- a. An ASI staff member will send notification of award or denial to student applicant via their campus email account within 7 business days after meeting with Cougar Care Network.
  - b. Notification and student information sent to Financial Aid who will apply award to student account. Student Financial Services will post money to student account. Payment will be issued by Accounts Payable to student in next check run or delivered via Direct Deposit
  - c. Accounts Payable will deliver check to Student Financial Services.
  - d. Cashiers will notify student that the check is available for pick-up. If campus is closed, check will be mailed to student address in their MyCSUSM.

- e. CSUSM will bill back ASI for Scholarship award via invoice process.
- f) In the event that the SEF funds are depleted, the ASI Executive Vice President can choose to transfer funds from ASI Leadership Fund and/or request that additional funds be transferred into SEF from reserves or from funds donated to the Student Emergency fund via donations made on the University Advancement website or payroll deductions.
- g) A list of all applicants, both approved and denied, will be maintained by an ASI Professional Staff member in coordination with other members of the Student Emergency Funding Team. List will include student names and amount awarded, if applicable.
  - a. Each applicant will also receive information about any available Financial Aid awards and/or loan opportunities available to them.