

ASSOCIATED STUDENTS BOARD OF DIRECTORS' MEETING

October 13, 2021, 3:00 p.m.

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.

Zoom Meeting Link:

<https://sjsu.zoom.us/j/89734966348?pwd=azgxdi9mdzRiVVVSYTTF5aGRtU1RMQT09>

Password: AS2021

MINUTES

I. Call to Order

Chair Chuang called the meeting to order at 3:00 PM.

II. Land Acknowledgement

Chair Chuang read the land acknowledgement.

III. Pledge of Allegiance

Chair Chuang read the pledge of allegiance.

IV. Roll Call

The Parliamentarian conducted roll call.

V. Approval of the Agenda

Chair Chuang recommends a motion to approve.

M) Director Allen S) Director Pablo

Vote: 12-0-0

Motion Carried

VI. Approval of the Minutes

Chair Chuang recommends a motion to approve.

M) Controller Molina S) Director Echeandia

Vote: 12-0-0

Motion Carried

VII. Public Forum

Campus Survivor Advocate Selena Gonzalez introduced herself to the board of directors. She informed the board that she is a confidential resource for all students, staff, and faculty at SJSU. She went over her duties and resources that she provides to folks. The support she gives is dependent on the individual as each person needs different resources. She can accompany folks to any spaces and provide academic accommodations. Accommodations look different for every survivor. She provides crisis counseling at

SJSU. She is on campus to talk from 8 AM -5 PM Monday to Friday in the CAPS Office. She would love to connect with any organization to do presentations and workshops or provide information. She wants to do more prevention education work on campus.

VIII. Executive Director's Informational Report (4 minutes)

Executive Director Dowell brought up the Golf Cart Parade and Fire on the Fountain for Homecoming week. \$1.3 million is the total award for the grant awarded to the Child Development Center. Every year it breaks down to about \$325,000. 75% of the grants goes toward offsetting salaries and the maintenance of the CCCAC. We had over 130 students go to the AS House Grand Reopening. There was a student development retreat day for all student assistants within AS. AS had a 66% participation rate for the employment engagement survey. Without the new hires, AS would have had a 91% participation rate. AS participated in the annual campus evaluation. We reached 5,000 followers on Instagram!

IX. University Administration's Informational Report (3 minutes)

Dr. Daniels greets the board and celebrates collaborate partners and volunteers for Homecoming Week. Tomorrow is the graduate and professional fair online from 11 AM – 2 PM. On October 22, 2021 there will be a career and leadership conference. There will be an opportunity for \$300 for professional clothing. Cal State Apply opened on October 1st and we encourage all students to apply to the CSU system. Campus Life is supporting sporting events. Currently Event Services is offering Earthquake tickets. Next week Event Services will be offering 49ers and Sharks tickets. Cathy Busalacchi passed away recently. She held my current position before I came to SJSU. She will be missed greatly and was a huge part of Campus Life at SJSU. Vaccination attestation for students have been going very well.

Moment of Silence for Cathy.

X. Chief Elections Officer Informational Report (3 minutes)

XI. Action Items

A. Old Business

B. New Business

1. **Action Item:** Appoint Graduate Student to Graduate Studies and Research: Saketh Kamatham

(President Kaur)

Chair Chuang recommends a motion to open the action item.

M) Director Allen S) Controller Molina

President Kaur stated that Saketh wants to be involved in graduate studies and graduate curriculum. Saketh was an undergraduate at SJSU and is now a graduate student. President Kaur met with Saketh and they narrowed his application down to two committees.

Vote: 12-0-0

Motion Carried

2. **Action Item:** Appoint Student to International Programs and Students: Saketh Kamatham
(President Kaur)

Chair Chuang recommends a motion to open the action item.

M) Director Allen S) Director Guerrero

President Kaur stated this was Saketh's second committee of choice. Saketh is an international student and would have a lot to give and offer to this committee. Saketh also has four years of undergraduate experience at SJSU as an international student.

Vote: 12-0-0

Motion Carried

3. **Action Item:** Appoint Graduate Student to Graduate Studies and Research: Raymond Noriega

(President Kaur)

Chair Chuang recommends a motion to open the action item.

M) Director Allen S) Director Cramer

President Kaur met with Raymond. Raymond graduated with his bachelors at SJSU and is now attending for his masters. Raymond has a lot to offer and wants to get involved. Raymond is very passionate about graduate studies.

Vote: 12-0-0

Motion Carried

4. **Action Item:** Appoint Student to Student Evaluation Review Board: Nika Noorishad

(President Kaur)

Chair Chuang recommends a motion to open the action item.

M) Director Allen S) Director Rios

President Kaur stated that Nika is very involved on campus. Nika is with SJSU Votes. Nika wants to get involved and learn more about the campus and committees.

Vote: 12-0-0

Motion Carried

5. **Discussion Item:** Presentation by Systemwide Student Leaders

(President Kaur)

The Parliamentarian showed a prerecorded video that the CSU Student Trustee, Krystal, created for the meeting. After the conclusion of the meeting Krystal took questions from the board of directors. Director Walker asked if trustee applicants need Associated Students experience. Trustee Krystal informed the board that the applicants do not need Associated Students experience. Director Cramer asked the trustee about a system wide issue. Director Cramer stated that the university is pushing to have

more students on campus in the spring semester. Director Cramer asked if there were any suggestions with working with universities with this issue. Trustee Krystal stated that many CSUs are planning on a 70/30 split with students on campus and virtual. Many universities need the 70/30 split because that is one requirement to be WASC (Western Association of Schools and Colleges) accredited. Trustee Krystal encouraged the director to speak with the provost and administrators.

California State Student Association President introduced himself to the board of directors. The CSSA President informed the board of directors about how the CSSA is drafting a summary of how students were and are affected by the pandemic. This is a system wide concern and we want to remember the safety of the students not just physical safety but mental too.

6. **Action Item:** Vote to Add the following as signers on all A.S. Related Bank of the West Bank Accounts

(Carole Dowell)

- i. Maritza Molina (A.S. Controller)
- ii. Julie Do (SJSU Accounting Manager)

Chair Chuang recommends a motion to open the action item.

M) Controller Molina S) Director Maldonado

Executive Director Dowell stated that every year AS has new people who come on board and AS will need to add the Controller and the SJSU Accounting Manager to the Bank of the West Accounts for AS.

Vote: 11-0-1

Motion Carried

7. **Action Item:** Vote to Remove the following as signers from all A.S. Related Bank of the West Accounts

(Carole Dowell)

- i. Trang To
- ii. Paraluman S Zac
- iii. Marna Genes
- iv. Malik Akil

Chair Chuang recommends a motion to open the action item.

M) Director Allen S) Director Rios

Executive Director Dowell stated that this is the reverse of the last action item. These are older folks who need to be removed. AS did not remove folks last year so there are a few more people to remove.

Vote: 12-0-0

Motion Carried

8. **Action Item:** Approval of 2021 Financial Audit Time Certain 4:00 PM

(Carole Dowell)

Chair Chuang recommends a motion to open the action item.

M) Controller Molina

S) Director Echeandia

Executive Director Dowell informed the board that the financial audit occurred in the summer. Associate Director Westbrook and the auditors worked together to complete the audit. There are some very important portions of the audit that the board will need to know.

Time is yielded to Associate Director Jim Westbrook.

Associate Director Westbrook informed the board that every year AS hires a CPA Firm to conduct an audit. The whole process is overseen by an Audit Committee. The process of the audit starts in March. The auditors, remotely, do a lot of preliminary work. The auditors confirm that AS is following all the processes and procedures that AS states they do. The fiscal year ends in July. The audit process usually ends in mid-September. The audit results is sent to the Chancellor's Office and well as all other CSU Associated Students. Associate Director Westbrook urges the board to read the report. The report is displayed for the board to see and Associate Director Westbrook goes over the Statement of Net Position. This year there has been new guidance for student fees. All fees from students are collected by the university and deposited into an investment pool. Another change was changing the student activity fee to program fees. AS now records all contributions and discernments from recognized student organization accounts. Associate Director Westbrook continues through the Audit Report and highlights certain changes and important numbers that relate to the board of directors. Notes to Financial Statements were discussed.

AS President A. Kaur asked the auditors about a part of the report that stated they had limitations and could not look at deficiencies and internal controls; therefore, there may be some. AS President A. Kaur wanted to know what that meant.

Time is yielded to Auditor Kristan Livingston.

Auditor Livingston informed the board that there are two pieces to the financial statements. There are two audit opinions. The audit concluded with the best opinion. Auditor Livingston explained the different internal control deficiencies. The lowest level is the control deficiency then significant deficiency, and the highest being a material weakness. If something comes to the auditors' attention then they bring it to the board. The final opinion goes over each of the control deficiencies. The auditors met with the audit committee in the beginning of the process and at the end to display results. Everything is

communicated prior to the issuance of the financial statements with the audit committee. All communication and financial statements were done prior to the Chancellor Office deadline. If there were any significant deficiencies, material controls, or corrected audit differences the board would be informed. There are additional procedures for the Child Development Center from the Department of Education and Department of Social Services because the Child Development Center receives grants from both parties. Auditor Livingston went over the responsibilities of the auditors in the accordance of Government Auditing Standards and the general auditing standards of the United States of America. The audit is designed to obtain reasonable assurance that the financial statements are free of material misstatement. Nothing came to the auditor's attention for this audit. The responsibility of the auditor is to present an audit report to the board of directors. There were two significant issues that were discussed with management and the national office; the OPEB Plan under GASB 84 and the evaluation of student organization funds. There were no summaries of corrected audit adjustments. Auditor Livingston summarized the audit report to the board.

Vote: 12-0-0

Motion Carried

XII. Executive Officer Reports (4 minutes each)

- A. President
 - 1. Personnel Committee
- B. Vice President
 - 1. A.S. 55
- C. Controller
 - 1. Finance Committee

XIII. Directors' Reports (3 minutes each)

- A. Director of Academic Affairs
 - 1. Academic Affairs
- B. Director of Business Affairs
 - 1. Operations Committee
- C. Director of Co-Curricular Affairs
 - 1. Programming Board
- D. Director of Communications
- E. Director of Intercultural Affairs
- F. Director of Internal Affairs
 - 1. Internal Affairs Committee
- G. Director of Legislative Affairs
 - 1. Lobby Corps
- H. Director of Student Resource Affairs
 - 1. Campus Life Affairs
- I. Director of Student Rights and Responsibilities
- J. Director of Sustainability

XIV. Ad Hoc Committees

XV. Closed Session

XVI. Announcements

No announcements.

XVII. Adjournment

Chair Chuang recommends a motion to adjourn.

M) Director Allen S) Controller Molina

Vote: 12-0-0

Motion Carried

Meeting is adjourned at 4:32 PM.

DocuSigned by:

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10/18/2021

Nina Chuang, Vice President/Chair
Board of Directors, Associated Students

Date

***Associated Students
Board of Directors***

Date: 13 October 2021

ROLL CALL

NAME	Attendance
Anoop Kaur	X
Nina Chuang	X
Maritza Molina	X
Antonio Maldonado	X
Marco Echeandia	X
Ashley Guerrero	X
Chloe Cramer	X
Gerard William Pablo	X
Ikaika Rapanot	X
Kadence Walker	X
Sharanya Kumar	X
Jalen Allen	X
Jaelyn Sandoval-Rios	X
Non-voting Members	
Carole Dowell	X
Dr. Sonja Daniels	X

Legends:

X – Present

A – Absent