

Board Meeting Agenda

Wednesday, September 23rd, 2009

6:00pm

Oak Creek Room, University Union

Northern Arizona University

- I. Call to Order at 6:24 pm by Brad Busse
- II. Roll Call of Members & Welcome of Guests
 - a. Roll Call
 - i. Northern
 1. Kathleen Templin
 2. Christian Kolesar
 3. Lauren Talkington
 4. Tony Pena
 5. Troy Campbell
 6. Brad Busse
 - ii. Central
 1. Tania Mendes (not present)
 2. Christina Rocks
 3. Matt McCoy
 4. Larry Jones (not present)
 5. Justin Boren
 6. Kelley Stewart
 7. Brendan O'Kelly
 8. Ben Henderson
 9. Rudi O'Keefe-Zelman
 10. Andrew Clark
 11. Daniel Hatch
 - iii. Southern
 1. Chris Nagata
 2. Elma Delic
 3. Nicole Pasteur
 4. Billy Holmes
 5. Bryan Korth (on the phone)
 - b. Guests
 - i. NAU ASA Interns - Bekka, Chip, Jesus, Semeka, Christian, Cynthia, Jenny, Blaise, Rasidat, Jessie, Christian, Matt
- III. Call to the Audience
- IV. Oath of Office
 - a. Troy Campbell – NAU Grad delegate
- V. Approval of September 11, 2009 Minutes
 - a. Move to approve by Justin Boren
 - b. Seconded by Tony Pena
 - c. No discussion
 - d. Motion passes to approve the September 11, 2009 minutes.

VI. Officer Reports

- a. Chair – working on exec retreat, working on prepping for ABOR breakfast, looking forward to doing site visits in the near future, working with Brendan and taking trips to the other ASU campuses and to the UA.
- b. Vice Chair – had first Alumni Advisory Council meeting, which was really productive and a great way to start off the year. Elected Lindsay Bayuk as chair. We have been talking over the week of having a more formal structure in the bylaws. Excited for the alumni.
- c. Secretary – continued to work on communication plan and should have draft by next meeting. It will give everyone another opportunity to give input and what should be included. We are discussing minutes tonight and our procedures to keep up to date and proper documents. We are starting policy of keeping a speakers list, and going by the list to maintain the meeting's efficiency. This is in line with Robert's Rules
- d. Treasurer – been at the office a couple of times to go over finances and much of what has been worked on is on the agenda.

VII. Campus, Student Regent, and Staff Reports

- a. Northern
 - i. NAU
 1. excited to meet the interns
 2. great job with the Wall of Debt event,
 3. gearing up toward the Week of Pell
 4. talks with ASNAU fee
 5. had a meeting with Regent Leonard who is very nice and looks forward to working with us in the future
 - ii. NAU Yuma
- b. Central District
 - i. ASU Downtown
 1. happy to have the work with Student Aid and Fiscal Responsibility Act campaign
 2. Senate approved a resolution to send 20 members to the Southwest Student Leadership Conference.
 - ii. ASU Polytechnic
 1. 4 people and Matt are being sent to the Southwest Student Leadership Conference.
 2. Setting up office and ASA stuff.
 3. First week with the interns.
 - iii. ASU Tempe
 1. GPSA
 - a. On Friday there will be a graduate student leadership summit, about 90 student leaders attending.
 - b. Sep 30 will be voting at Tempe for referendum to allow GPSA to represent all grad students with the results being publicized on October 1st. The other ASU campuses have expressed their support.
 2. USG
 - a. intern program going well
 - b. gearing towards Raising Pell week.

- c. Coordinated with State Press for advertisements and it seems like students are excited.
 - d. Gear up toward Southwest Student Leadership Conference
 - e. Meet with financial aid director, and improve financial aid at university.
 - iv. ASU West
 - 1. They were going to have publicity person in attendance but she couldn't make it; hopefully she can attend the next meeting as well as other guests from ASASUW
- c. Southern District
 - i. UA
 - 1. internship class has been rolling on great classes throughout week
 - 2. Met with Regents McLendon and Boice, which yielded excellent conversation
 - 3. Working on Southwest Student Leadership Conference, meal card has been completed and promotion, recruiting like nobody's business, set money aside for 25 and provide scholarships. Working on speakers and logistics.
 - 4. GPSC had opportunity to address President Shelton on issues like TA workload/hours/pay/health care, tuition. It was a great opportunity to voice our opinion.
 - 5. Student regents in the midst of the selection process, Executive VP Emily Fritze is the selection committee chair. We are working on making it smooth and efficient. We will be hosting student regent info session soon and marketing.
 - ii. UA South
- d. Student Regents –
 - i. Regent Meyer
 - 1. went over issues on phone call from Monday.
 - a. SPEED package – asu isn't revising its request, and adding new capital programs
 - b. Students will be able to graduate after winter session is over.
 - c. Where funding is coming from capital, coming from appendix. Will be here for other questions.
- e. ASA Staff
 - i. Signed a contract with USSA for the Grassroots Organizing Weekend training this weekend after having Ben approve it
 - ii. Submitted ASA's corporation commission annual report electronically. Brad submitted it online, well ahead of the 10/15 deadline.
 - iii. Student Aid and Fiscal Responsibility Act campaign
 - 1. National day of action where the goal was 10,000 across the country
 - 2. We had almost 2,000 of these contacts while working as part of national coalition with United States Student Association, US Public Interest Research Group, Campus Progress Action.
 - 3. ASU Downtown had 165 contacts, which was the largest action yet on campus,
 - 4. UA had 305 and some great press
 - 5. ASU Tempe had 570
 - 6. NAU 802.
 - 7. Passed the house and 8 media hits so far.

8. Move on to Senate – personal stories are important. We will be creating a Student Debt Yearbook with students’ photos and stories, and continuing the phone calls.
- iv. Grassroots Organizing Weekend
 1. all interns statewide
 2. 70 people were there and made it the largest Grassroots Organizing Weekend USSA has ever done.
 3. Debrief this week so let Robyn know if things needed to be expressed to United States Student Association to keep improving it and moving forward.

VIII. Committee Reports

a. Standing Committees

- i. Executive – had exec retreat and discuss issues we are looking at as a state and move student power forward.
- ii. Finance – had a call and discussed things to be discussed later. For next time – quarterly treasurer report, start a multi-year audit contract, to ensure the audit happens quickly after the fiscal year ends.
- iii. Internal Affairs – hasn’t met since last meeting so nothing to report as of now.
- iv. Legislative – worked on the Lobby Corps document to be discussed later.

b. Ad-hoc Committees

i. Graduate Student Workgroup

1. Had a conference call where we discussed: financial aid, tuition/cost of attendance and TA pay rates.
2. Hope to have call again next week and narrow in on one of the points to move forward.
3. Meeting with Shelton form a committee to draft a bill of rights for graduate and professional students students, possible target in as well.
4. Send info to Bryan to develop contact list.
- ii. Motion to add tuition work group by Kelley. Seconded by Christina and motion passes.
 1. Brendan
 - a. Focused on the mission of the board and what it’s tasked to do.
 - b. More interesting points of how to set tuition
 - c. No data yet for the past year where they raised tuition twice.
 2. Regent Ginther – stressed workgroup on changing the policy. What is the right policy to adopt in this circumstance?
 3. Kelley: 4 charges: affordability, funding adequacy, alignment of tuition with state budget, market of top of bottom one third. Work with all policies relating to tuition and fee setting. Have 4 meetings to get this work done and have final report by Jan 15. Need input from ASA. We asked for data for graduates.

IX. Executive Session

- a. Moved by Tony Pena
- b. Seconded by Chris Nagata
- c. Motion passes to go into executive session.

X. Discussion Items

- a. ABOR Breakfast – moved to discuss all at once after the meeting.
- b. University Funding Report
 - i. Justin moves to add to new business
 - ii. Christina seconds
 - iii. Motion passes to move University funding report to new business.
- c. Lobby Corps
 - i. Daniel: created a loose framework of how it should be structured to be on same page and have it be similar on each campus. There will be some flexibility, but wanted to make sure that everyone knew what was going on at other campuses.
 - ii. Brendan: relationship of lobby corps and interns?
 - iii. All interns are lobby corps members. Have some sort of system for someone to be in charge of lobby corps, whether intern or board member so some sort of leadership role exists.
 - iv. Lobby corps is an institutionalized base of volunteers on campus. Intention of Lobby Corps is to have an organized system and have it be efficient as well as to build investment. Avoid unnecessary formalities: no separate voting structure, not a bunch of leadership roles. It doesn't preclude having formal meetings.
 - v. Christina: We had a lengthy discussion on leg call about the pros and cons of what creating structure, allow for flexibility and allow for campuses to debrief and not create unnecessary things.
 - vi. Chris: to educate or brief on issues? Any deliverables? One opportunity per semester to engage in? should they be included?
 - vii. Daniel: just for this semester to start out, allow room for debrief. See what works and doesn't after a semester.
 - viii. Daniel moves to move this item to new business
 - ix. Elma seconds
 - x. Motion passes: Lobby Corps moved to new business
- d. ASA Communications Director
 - i. Brendan: top down, allow messaging to be constant.
 - ii. Christina: It would be helpful.
 - iii. Brendan: help get people excited. Should it be staff or a student?
 - iv. Rudi: think having one would be a fantastic idea, and we are a large non-profit. Thinks it would be needed. Having full time organizers has been huge and helpful, so a full time staff member would be ideal and would help things run smoother.
 - v. Andrew: thinks it's awesome on two fronts: hates the spam factor and two allows for messaging especially if running larger campaigns. Would be better to have a board member to be a stronger message.
 - vi. Tony: fully support
 - vii. Elma: look at the feasibility of affording a staff member and currently as Chair, Brad should serve as spokesman of the organization.
 - viii. Christina: great opportunity to streamline the process of communications. Would hope that we never took away the speaking power of the director. Each one of us can speak on behalf of ASA. We want every single person to be well versed. Research salary and have funds to do it. Part time? Possibly not talking to the media but doing the behind the scenes.

- ix. Justin: the bylaws do give this responsibility to ED but it is not terribly clear. Agrees it should be board member or staff hired to deal with media strategy. All things ASA but not preclude board members from speaking.
 - x. Kelley: wants to find out Serena's opinion
 - xi. Serena: could be a really great thing for ASA. Need to find out where we are getting the money. It's something board and staff have thought about, one of the points of the strategic plan from 2007. Campus organizers and grassroots focus to have base of volunteers, then add additional staff members down the road after presence on campus and internship such as communication Director. We do our best with staff and time we have and have integrated the responsibilities into our respective positions. Students should always be the ones quoted and be the faces, most effective. If you feel like something is critical, we should figure out a way to make it happen. So we can do it until we get to the point of having a communication director in what form it would take.
 - xii. Brendan: in favor of Brad being the spokesperson, chair of ASA. The Communication director could help field for Brad. Create an internship?
 - xiii. Rudi: if we're not comfortable doing full time staff, then a great opportunity for students to get involved. Running and making sure we get press and have board members still speak. Have all messaging from one source.
 - xiv. Christina: maybe sending it to IA or have Christina meet and have proposals. Have some position and be helpful to have.
 - xv. Ben: How would we pay if full time staff? Perhaps when we have the reserves full it opens up possibility.
 - xvi. Serena: to address the internship, overseeing the intern would require a lot of time, which unfortunately I do not have as executive director and other staff members don't have time either.
 - xvii. Justin: It's not our job to suggest staffing. But think about how it's a role on the board of directors. Maybe work it in bylaws or move to IA.
 - xviii. Christina: kind of falls under the role of secretary so maybe flesh it out. Work to develop it further.
 - xix. Elma: we already have existing channels such as intern coordinators.
 - xx. Matt moves to move this discussion to the Internal Affairs Committee.
 - xxi. Tony seconds.
 - xxii. Motion passes to move the discussion of communications director and roles to the internal affairs committee.
- e. Dispersement of issue funding
- i. Ben: Finance had brief discussion of how to disperse funds. Thinks it can be done efficient and effective. Similar to appropriations cycle. Campus organizers the board of directors would come up with general number, have it be approved, then the purchases would be made.
 - ii. Lauren: goes through committee first, and then be appropriate.
 - iii. Ben will write it up and bring it before official vote on Oct 30th.

XI. Old Business

a. ASA Minutes

i. Website

1. Christina: be as transparent and accessible as possible. Minutes on website: be understandable and contain pertinent information.

2. Justin: Is it intended to be a change in the bylaws? Support but should be a bylaw change
 3. Kelley: clarify the last statement; meeting minutes will not contain positions not endorsed by ASA. Documents noted for people to request.
 4. Justin moves send it back to IA to have a bylaw modification, electronic reading prior and voted on at next board meeting.
 5. Andrew seconds
 6. Motion passes to move ASA Minutes back to Internal Affairs to have a bylaw modification, for an electronic reading prior to the next board meeting and be voted on at the next meeting.
- ii. Resolutions
1. Christina – We have a lot of different proposals, resolutions and suggestions with no formal structure. We spend a lot of time hashing out details and comments. Would be appropriate to have a first read at board meetings for resolutions/proposals to be sent to committee and have questions answered.
 2. Chris: Great and condense meeting times, add documents to be considered with x number of time before the meeting and not sent out in time to figure out what's talked about and where we stood. Further resolves documents must be sent out
 3. Kelley: Is this change in the bylaws? Should go to IA. Should be a right of each district to bring a resolution forward as a district, ad-hoc committees based on district to bring a resolution forward.
 4. Kelly moves to send this discussion to the IA committee
 5. Justin seconds.
 6. Motion passes to send the resolution to the IA committee to look at a bylaw change.

XII. New Business

- a. University funding report: creation of a committee with an earmarked \$20,000 from non-allocated, non-reserve accounts for the sole purpose of exploring feasibility and viability of a statewide ballot initiative.
 - i. Chris: 20,000? On committee?
 - ii. Ben: a lot of purpose for reserves, to set aside money to keep the organization viable, don't know what's ahead, who knows when we'll need it.
 - iii. Ross: We used to put away small amounts before, we want to always have reserves in case we wanted to do projects.
 - iv. Kelley: recommend that the committee establish itself and prepare a budget and see what account to be taken from.
 - v. Lauren: concerning, some political issues that we should consider before.
 - vi. Ben: wonderful idea of Kelley, commit new resolution by the October meeting, to include specifics of quotes of what we would pay for, talk with NAU and UA who want to know more.
 - vii. Brendan: it would speak to how serious we are taking the issue.
 - viii. Andrew: would help us to see the political nature of the situation.
 - ix. Justin: get committee started ASAP and members and meeting ASAP, and budget for finance committee. Needs to be done in 7 days.
 - x. Brad: Looking at both 2010 and 2012.

- xi. Justin: new board to consider, let's set the ground for them.
- xii. Rudi: wants it to be effective so we don't waste money.
- xiii. Ross: help change hire education in Arizona and it's starting at ASA. If it's feasible we should see if it's something we can do.
- xiv. Daniel: tuition structure not sustainable
- xv. Kathleen: Money is earmarked for it? How much does it cost?
- xvi. Tony calls the question, Lauren seconds. Motion fails to end discussion.
- xvii. Brad → Create ad hoc committee to create it tonight, meeting within 48 hours of meeting
- xviii. Brendan: what's the point of the committee?
- xix. Christina: not that much information. Reach out to all campuses. Wants to be strategic. We need to assess the money.
- xx. Chris: we were never in a position before. We can't compare.
- xxi. Billy: wanted to have more time to look it over, but moves to reconsider.
- xxii. Kelley seconds.
- xxiii. Motion passes to reconsider.
- xxiv. Andrew moves to recess and reconvene after breakfast
- xxv. Seconded by Justin.
- xxvi. Motion passes to recess and reconvene on Thursday, September 24 after breakfast.

Thursday, September 24, 2009

Roll call

Tania Mendes – not present

Christina Rocks

Justin Boren

Kelley Stewart

Brendan O'Kelly – not present but proxy to Justin.

Ben Henderson – not present but proxy to Justin.

Rudi O'Keefe-Zelman – not present but proxy to Christina

Andrew Clark

Daniel Hatch

Matt McCoy – not present but proxy to Andrew

Larry Jones – not present but proxy to Andrew

Kathleen Templin

Christian Kolesar

Lauren Talkington

Tony Pena

Brad Busse

Troy Campbell – not present but proxy to Lauren.

Chris Nagata

Nicole Pasteur

Elma Delic

Billy Holmes

Bryan Korth – not present but proxy to Elma

Motion to reconsider resolution by Andrew and Justin

Discussion:

- xxvii. Billy- specifics of earmarking 20,000

- xxviii. Justin: demonstrate commitment for the resolution. Willing to amendment
- xxix. Lauren – any fiscal transaction to go before the majority of the board?
- xxx. Justin might be easier to have line item budget approved and have approval of what the board sets. Concerned about logistics
- xxxi. Kelley: having a detailed budget would make me feel easier
- xxxii. Chris: offer an amendment in the earmark require to see a specific budget to so know and it offers transparency so where we are aware of where the finances are going towards.
- xxxiii. Kelley: there would be an initial line item budget subject to amendment to best meet the needs
- xxxiv. Justin: sending it to the board
- xxxv. Lauren: move to amend the document, ASA finance committee with an initial line item budget to be submitted and approved by the majority of the ASA board.
- xxxvi. Justin seconds
- xxxvii. Christina: keep in with the voting bylaws
- xxxviii. Kelley: like our annual budget can be subject to revision?
- xxxix. Andrew calls the question
 - xl. Chris Seconds
 - xli. Motion passes to end discussion and vote.
 - xlii. Voting on the amendment
 - xliii. Amendment passes to amend the resolution adding: ASA finance committee with an initial line item budget to be submitted and approved by the majority of the ASA board.
 - xliv. Discussion on the resolution as it stands
 - xlv. Justin: any other concerns to be addressed? So we can amend it now
 - xlvi. Billy: is it realistic for us to work on?
 - xlvii. Andrew: it is viable? Reason solutions – doesn't have the ground game. Waiting till 2012? Stimulus money runs out, the impact has already occurred. Awareness factor,
 - xlviii. Tony: using student money? For a financial risk. A bit unresting. Unsure of 2010?
 - xlix. Kelley: Regent Calderon said they don't have a solution for 2012, so it makes it more critical.
 - l. Christina: amend to include a majority of the board in accordance of its bylaws.
 - li. Second Chris
 - lii. Motion passes to add, a majority of the board in accordance with its bylaws.
 - liii. Elma: organizing aspect? 160,000 – 16,000 per month? What with the campaigns we are doing how we can do it?
 - liv. Daniel: polling data is valuable.
 - lv. Billy: if we were to lose, how seriously would we be taken? Using student monies. Using up the reserves concerns me greatly, considering the economic concerns.
 - lvi. Justin: this is a feasibility study, to see how this could be. Doesn't push us to do the campaign. Not going to use 300,000 of student money. We would use the money to also have a donor study. Ability to tell ASA story and the story of higher ed. Only the feasibility study
 - lvii. Kelley: wants to spend other people's money. We shouldn't have to do this all by ourselves. Students' stories are key.

- lviii. Andrew: money that goes back in students pockets. Would be happy to sing
- lix. Is it the plan to have bids? Would absolutely have to follow financial policies? Would want at least three proposals.
- lx. End of discussion and move to a vote on the resolution: resolution fails.
- lxi. 5 minute recess called
- lxii. Meeting is reconvened
- lxiii. Elma moves to reconsider
- lxiv. Kelley seconds
- lxv. Chris: all on board to work for the betterment of students, campuses and higher ed. Appreciate effort to reconvene.
- lxvi. Motion passes. Resolution to form a committee passes.
- b. Funding for Bookkeeper
 - i. Allocation of 2400 of the 2600 unforeseen revenue towards the hiring of a monthly bookkeeper, to be added under the line item “accounting” and that name of the line item to be changed to “accounting and bookkeeping”:
 - ii. Brad – it would really helpful to be more transparent, Ben’s done a great job working with the financial statements and looking into this.
 - iii. Andrew moves to pass the resolution
 - iv. Justin seconds
 - v. Motion passes to allocate \$2400 to for the hiring of a bookkeeper under the line item, Accounting and to be changed to Accounting and Bookkeeping
- c. Funding Request – Northern District
 - i. Lauren moves to pass the funding request for the Southwest Student Leadership Conference for northern district.
 - ii. Kathleen seconds
 - iii. Nicole: wants to make sure it’s open to all, not just interns. That recruitment is campus wide.
 - iv. Lauren – talked to 3 largest orgs and they are bringing it to their clubs.
 - v. Kathleen—ASNAU sponsoring 6 students at large, NSO is sending reps from around campus. Worked to decrease cost and have interns paying.
 - vi. Chris: should support financially. Interns are backbone. Offer friendly amendment: whatever expenses you have to incur, that the org pays for it and invoice ASA who then reimburses NAU. Accepted
 - vii. Nicole: why fund only NAU interns
 - viii. Kathleen: if any other campus has those same needs, come forward. Anyone who wants to attend should be able having that opportunity.
 - ix. Chris: get them there
 - x. Kelley: use it as an example of being the only sg having to do this
 - xi. Chris calls the question
 - xii. Tony seconds.
 - xiii. Motion passes to move to a vote.
 - xiv. Resolution passed to for ASNAU to pay for lodging, transportation and registration in accordance to their submitted budget, and invoice ASA, who will then reimburse ASNAU.
- d. Annual ASA bank account authorization
 - i. Justin moves to authorize the existing accounts and signers.
 - ii. Andrew seconds
 - iii. Motion passes to authorize the existing accounts and signatories.
- e. Alumni Advisory Council appointments

- i. Chris moves to nominate Ed Hermes, Rich Williams and Sam Chang to the Alumni Advisory Council.
 - ii. Christian seconds
 - iii. Motion passes to nominate Ed Hermes, Rich Williams and Sam Chang to the Alumni Advisory Council
- f. Lobby corps
 - i. Lauren moves to approve the document
 - ii. Kathleen second
 - iii. Motion to approve the document passes

XIII. Announcements

- a. Sign up for committee and meet to talk about brief logistics and set up official meeting time.

XIV. Adjournment

- a. Lauren moves to adjourn
- b. Tony seconds
- c. Motion passes, meeting adjourned at 11:47 am