



**Associated Students, Inc.
San Francisco State University
University Affairs Committee
Minutes
March 13, 2013**

Chair, Alexander Neylon, has called a meeting of the University Affairs Committee on Wednesday, March 13, 2013 at 1:10pm in Rosa Parks C in the Caesar Chavez Center.

I. Call to order

Meeting was called to order at 1:15pm

II. Roll Call

VP University Affairs (present)
Junior Rep. Cody May (absent)
Graduate Rep Omar Romero (present)
Senior Rep Regan Bradley-Brown (present)
Educational Rep Christine Trowbridge (present)
Business Rep Roz Hajian (present)
Liberal and Creative Arts Rep Sara Lord (present)
Sophomore Rep (present)
Luat Tran - ASI Intern (present)
Christina Ji - ASI Intern (absent)

III. Approval of Agenda

The following changes were made to the agenda:

1. Add New Business item a: Graduate Student Socials.

Motion to approve the Agenda for March 13, 2013

Moved by Senior Rep, seconded by Liberal and Creative Arts Rep

Motion passed.

IV. Approval of Minutes

Motion to approve the minutes from March 6, 2013

Moved by Junior Rep, seconded by Educational rep

Motion passed.

- V. Announcements (2 minutes each). Please submit literature to Chair when meeting begins.

VI. Public Comment

- VII. Closed Session Pursuant to Education Code 89307 of the California Code for the purpose of to consider the appointment, employment, and evaluation of performance, discipline, or dismissal of an employee.
No closed session

VIII. **Old Business**

- a. Recruitment Program Review: Mr. Neylon had a meeting with the academic senate chair. The chair outlined the policies that the committee would need to be focusing on for the moment. A lot of the chairs for the committees this semester do not know if they're going to be charring the committee next semester. Mr. Neylon also mentioned that the chair of the academic senate was going to talk to the dean of undergraduate students about the units.

Ms. Bradley-Brown is working on the level compensation for the interns and how much the pay is. She was going to see what the high and lowest possible frequency of a meeting is and break it down that way. The committee needs to come up with the compensation amount. Mr. Neylon mentioned that the committees' goal is to get everything worked out so that this will start in the Fall semester. Ms. Trowbridge thought that the compensation should be one flat rate and based off how many hours they want. Ms. Bradley-Brown said that the minimum hours needed to commit to is 15 hours. Mr. Neylon will get in contact with the academic senate to see about getting the frequency of the committee meetings. Ms. Saldana mentioned that Ms. Bradley-Brown could meet with HR or Mrs. Ali to ask for assistance because they might already have a foundation set to create for this recruitment program.

Ms. Trowbridge met with Dr. Lopez and planned to come to today's meeting but had a schedule conflict. Dr. Lopez gave Ms. Trowbridge notes from a previous meeting, and a lot of the main points discussed in the notes are the same points the committee is coming up with. It was mentioned that the interns could help with tabling, sneak preview, and welcome days. Mr. Neylon has an outline of policies that can help guide the committee and will email it out to the committee members. Ms. Bradley-Brown asked if there was a deadline to have this recruitment program finished by, and Mr. Neylon said that the committee should work on everything they can and eventually pass it on to the next committee.

- b. Town Hall update: Ms. Saldana was filled in about the idea of Town Hall. Ms. Saldana asked if anyone has confirmed the attendance of President Wong. Mr. Neylon mentioned that he's been in contact with him and hasn't been able to confirm his attendance yet. Ms. Saldana would like to focus of the logistics of what the focus for the marketing department should be. Ms. Saldana also mentioned that she feels there is definitely an interest for the president to attend and hopefully Mr. Koo can reach out to the president and encourage him to attend. Ms. Saldana suggested that the committee touch base with Horace who works closely with the Depot and he can hopefully help assist on narrowing down the date and location for the town hall meeting. Ms. Saldana wants to make sure that ASI produces a profession looking

video. It'll be a 4-5min video about ASI, what they do and the culture of ASI. The marketing department will interview random students and asked them who ASI is. The video will be high quality and will include interviews from the staff about the culture of ASI. Ms. Saldana will work with Ms. Lord on narrowing down a location for the town hall meeting. The marketing department agrees with creating the three different videos, and Ms. Saldana offered to sit down and create a timeline to help. She also mentioned that this first town hall meeting should focus on ASI, what we're all about, what resources do we offer, and what can we do for them. She thinks this is a great way to start a discussion for next Fall semester. The committee agreed that they want an ice cream distributed at the town hall meeting and Ms. Saldana suggested that Ms. Lord contact Gio about having ice cream in the depot.

IX. New Business

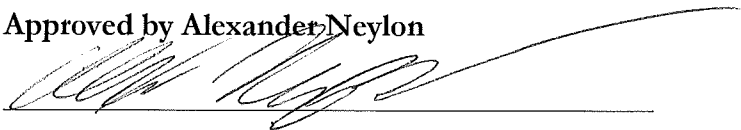
- a. Graduate Student Social: Ms. Trowbridge brought the idea up about graduate student socials to the committee. The first grad social is going to focus on the community of SFSU and all colleges are welcome. The second social is an action plan meeting to help talk about students role on campus and being is being chaired by the educational department. Mr. Romero and Ms. Trowbridge decided that they want to push a series of grad events. For the first social they are planning on having it in the Depot and asking what the graduate students want to see on campus and will hopefully start a further discussion for the next fall semester. They're thinking about having Thai food at the events and also providing alcoholic beverages and having it sponsored. The pending day is April 11th. They hope to have the dean of graduate students attend the social event. ASI would help provide funding for the socials. The committee will vote on this next week. Mr. Neylon mentioned bringing this idea to the Board of Directors today as an informational item.

Move to approve the graduate student social for April 11th, 2013
Moved by Liberal and creative Arts Rep, seconded by Senior Rep
Motion Passed.

X. Adjournment

Motion to adjourn at 1:55pm
With consensus motion passed.

Approved by Alexander Neylon



Respectfully Submitted By:

