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**Senate Agenda**

Associated Students

2 February 2022

Zoom Minutes/Actions recorded by: Isabella Mendoza

**CALL TO ORDER** by Bee Schaefer, INTERNAL VICE PRESIDENT **at 6:36 PM**

**A) MEETING BUSINESS**

**A-1) Roll Call**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Note:**  **absent (excused/not**  **excused)**  **arrived late (time)**  **departed early (time)**  **proxy (full name)** | **Name** | **Note:**  **absent (excused/not**  **excused)**  **arrived late (time)**  **departed early (time)**  **proxy (full name)** |
| Jonathan Alberts | Present | Alexander Liebetrau | Present |
| Nicole Bongard | Absent (Excused for entire meeting) | Abigail Merkel | Present |
| Cesar Castillo | Present (arrived late) | Kian Mirshokri | Present |
| Cassandra Chow | Present (arrived late) | Luisa Ramirez | Present |
| Ethan Engler | Present | Erika Ramos | Present |
| Jamison Evans | Absent | Avital Rutenburg | Present |
| David Gjerde | Present | Coltin Sanders | Absent (Excused; Proxy :Eddie Zong) |
| Jessy Gonzalez | Present | Hailey Stankiewicz | Absent (Excused; Proxy: Granger Brenneman) |
| Brieonni Johnson | Present | Aijia Wang | Absent (Excused from 6:30 PM - 8:00 PM) |
| Sohum Kalia | Absent (Excused for the entire meeting) | Noah Weiss | Present |
| Megan Khobian | Present | Ranna Zahabi | Absent (Excused; Proxy: Xiao Yang Hua) |
| Hannah Lee | Absent (Excused; Proxy: Shva Star) | April Zhang | Present |
|  |  |  |  |
|  |  |  |  |

**A-2) Excused Absences**

Senator Stankiewicz for the entire meeting

Senator Wang until 6:30 pm - 8:00 pm for the entire Quarter

Senator Lee for the entire meeting

Senator Sanders for the entire meeting

Senator Zahabi for the entire meeting

Senator Bongard for the entire meeting

Senator Alberts for the entire meeting

*MOTION/SECOND: Johnson/Ramos*

*Motion language: motion to bundle and approve all excused absences*

*ACTION: Vote: CONSENT*

*Vote Taken:  6:38 PM*

*MOTION/SECOND: Ramos/Gonzalez*

*Motion language: motion to excuse Senator Khalia and Senator Chow for the entire meeting*

*ACTION: Vote:*  *CONSENT*

*Vote Taken:  6:39 PM*

**A-3) Acceptance of Proxies**

Shva Star as Proxy for Senator Stankiewicz for the entire Meeting

Granger Brenneman as Proxy for Senator Lee as Proxy for Senator

Xiao Yang Hua as Proxy for Senator as Proxy Zahabi for Senator

Eddie Zong as Proxy for Senator as Proxy Sanders for Senator

**Schafer:**

* We are going to have to fix this.
* We have Xiao Yang Hua as Proxy for Senator Zahabi for the entire meeting and we have Eddie Zong as Proxy for Senator Sanders for the entire meeting.
* My recommendation would be for someone to basically reread these Proxy requests. Instead say Senator Shva Star as proxy for Senator Lee for the entire meeting and then Granger for Senator Stankiewicz.

**Rutenburg:**

* You are asking us to switch the Proxy’s for Lee and Stankiewicz?

*MOTION/SECOND: Rutenburg/Zhang*

*Motion language: motion to accept Shva Star as Proxy for Senator Lee for the entire meeting, Motion to accept Granger Brenneman as Proxy for Senator Stankiewicz for the entire meeting. Motion to accept Xiao Yang Hua as Proxy for Senator Zahabi. Motion to accept Eddie Zong as Proxy for Senator Sanders for the entire meeting.*

**Gonzalez:**

* Order. When a Senator is making a motion wouldn’t it all have to be said in one motion not in four different motions?

**Rutenburg:**

* My bad, I can re-say that if you need me to.

**Schafer:**

* I, don’t think it’s necessary, I, as the chair, think we can continue on.
* Who did I say seconded, minute taker?
* We have a new minute taker. Unfortunately, Maggie could not make it tonight. We have Isabella doing it for us and they are doing a great job. We may be moving a little differently in this space. Isabella, were you able to get the second down?

**Mendoza (Minute-taker):**

* I don’t believe there was a second. Senator Gonzalez came in.

*ACTION: Vote:*  *CONSENT*

*Vote Taken:  6:42 PM*

**B) External Reports**

**B-1) Chancellor’s Representative**-

**B-2) UCPD Representative**-

**B-3) GSA Representative**-

**B-4) University Center Governance Board Representative**-

**B-5) IVCSD Representative-**

**C) New Business**

**D) PUBLIC FORUM**-

**Schafer:** We will do public forum and then move into land acknowledgement. My apologies for forgetting, it will not happen again.

*MOTION/SECOND: Gonzalez/Ramirez*

*Motion language: motion to suspend orders of the day and move into appointments to the appointment of Love Maia as Letter and Science Senator and appointment of Michael Yang as Letters and Science Senator.*

*ACTION: Vote:*  *CONSENT*

*Vote Taken:  6:44 PM*

**Schafer:**

* For everyone in public forum, we will get back to you after we do appointments. I changed my mind. We will do the land acknowledgement and then move into public forum. Just to get that done as soon as possible.

**\*Moved back at 6:51 PM\***

**Land Acknowledgment**

We ask you to join us in acknowledging the Chumash Peoples, their Elders, both past and present, as well as their future generations.

We would like to take this opportunity for us all to reflect on how the work we do here today, in our search for knowledge, our opportunities to teach, and every day, in our chosen fields, affects these lands and the peoples of these lands that we work with and research to protect.

We acknowledge that this University system was founded upon exclusions and erasures of many Indigenous peoples, including those on whose lands this institution is located, the villages and unceded lands of the Chumash people.  This UCSB Administration has failed to faithfully and dutifully support the traditional custodians of these lands, Chumash people and Indigenous students, through their continued support of Mauna Kea.

As we work together to prevent further damage to these lands and waters that support not only our livelihoods, recreation, lifestyles, research, and education, we remember that the Chumash peoples of this area have been separated from these lands, unable to maintain livelihoods as they should, unable to recreate traditionally, unable to maintain their traditional lifeways freely, and unable to have the same access to their lands that we are provided, to do their own traditional research and educate their future generations.

The Chumash people are comprised of the descendants of Indigenous peoples removed from their Island of origin Limuw (Santa Cruz), Anyapac (Anacapa), Wima (Santa Rosa) and Tuqan (San Miguel), subjugated by 5 missions during Spanish colonization of the Central Coast, from Malibu to Morro Bay and inland to Bakersfield. The Villages, upon which this University sits, were a safe haven for maritime travelers. A place alive with trading, hospitality, and abundance. A place where knowledge of and from the surrounding areas, far and wide, was shared with all people of this place and its many visitors. A traditional place of sharing knowledge and education. A tradition this University has an obligation to remember.

Many of the projects and research conducted by this University are within the traditional territory of the Chumash Peoples, and/or affect other Indigenous peoples in their territories and in spite of all of this, each Tribe, Council, Clan, and Band is working diligently to restore and continue their traditional stewardship practices on these lands and heal from this historical trauma.

The damage that has been done and continues to be done by not sharing the true history and legacy in this place and others, and by the exploitation of the Natural Cultural Resources of these areas, can never be erased, there is no mitigation or research project that can make their communities whole again. But we can do better!

As educators, friends, and allies, together, we can acknowledge the mistakes and atrocities of the past and move forward in remembrance and relationship with the local Chumash peoples and other Indigenous peoples, to facilitate their process of healing by making sure that our processes here make room for their Chumash and Indigenous voices to be heard, their Traditional Ecological Knowledge of these territories to be listened to and their peoples to be a part of the healing of these lands and waters, as well as themselves.

This acknowledgment, though brief and in no way complete, demonstrates a commitment by this institution and their educators, to begin the process of creating a relationship with the local Chumash and Indigenous Communities and work to dismantle the ongoing legacies of settler colonialism.

We come together today to acknowledge, stand up for, and give voice to, the unceded lands and waters of the Chumash and all their peoples.

**Sean McArthur, CALPIRG chapter chair**

* **McArthur:** Hi everyone, thank you for having me again! I’m Sean and I’m the chapter chair with CALPIRG students here at UCSB! As a reminder, CALPIRG is a student run and student funded non-profit that was started 50 years ago by students like all of US who recognized that we were facing huge issues and decided to tackle the issues that students cared about. Since then, we’ve won some huge victories including getting a statewide commitment to phase out non-renewable energy sources and passed a bill banning plastic grocery bags. Our current priority is to decrease plastic pollution in California by 75% and phase out single use plastics, setting a timeline for all single use plastics to be recyclable or compostable. 300 million tons of plastic gets created yearly. This is the same weight as the entire human population, and 50% of this plastic is single use, getting used once and then thrown away with much of it ending up in our oceans and our environment. Today, we gathered 333 petition signatures from UCSB students in just 4 hours which we will deliver to our elected officials when we lobby next month and ask them to support our campaign. The reason we’re so effective on these issues is because we have 35,000 student members across the state who pledged to add the $10 CALPIRG activities fee to their tuition bill supporting us and giving students a voice in politics. Last quarter we signed up 1,200 new members, all while educating them on our campaigns and this quarter we’ll sign up another 1,000 in the next two weeks. Thank you all so much for listening to my update! I hope the rest of your week goes well!

**Schafer:**

* Thank you, Sean. Is anyone interested in signing up for public forum?

**E) Acceptance of Agenda**

*MOTION/SECOND: Ramos/Zhang*

*Motion language: motion to accept the agenda as seen on the screen as of 6:58 PM*

*ACTION: Vote:*  *CONSENT*

*Vote Taken:  6:59 PM*

**Schafer:**

* Shva, could you scroll to the top and then move slowly down? That way everyone can see what’s on the agenda.

**F) Consent Calendar**-

**G) Action Items**

**G-1) Immediate Consideration**

**G-2)Old Business**-

012622-35 A Bill To Update Environmental Justice Alliance’s Legal Code

Zhang - Lee

012622-38 A Bill to Update the Legal Code of the A.S Community Financial Fund

B.Johnson - Ramos

**Schafer:**

* My recommendation would maybe be to table all bills until next week.
* I heard a significant amount of Senators coming forward and saying they are dealing with a lot of stuff today.
* There’s a lot of important stuff we needed to get through today including the swear ins and the external audit report.
* Unless you all would like to table these matters, we could table them for next week.
* The floor is now open.

**Proxy Jian:**

* Question to the authors of the bills that are in old business, how urgent are these that they need to be passed tonight?

**Schafer:**

* They are both legislative bills. I see Brieonni Johnson is one of the authors here, however Senator Zhang and Senator Lee are not here. We have Proxy for Senator Lee.

**Johnson:**

* Specifically for my bill, they do really want to focus on peer advising this quarter, and so it’s necessary to pass it as soon as possible.

**Zhang:**

* I just want to clarify first, I was here at the beginning and usually I do have class, but because it is midterms, we have a test that did not happen during same class time. Lee has a proxy if we can I would like to move forward on this. This is just a bill to update legal code for the Environmental Justice Alliance. It’s to simplify the office hour requirements and made other smaller changes in order to make their work and time more efficient.

**Schafer:**

* I would like Marisela to weigh in here. When the first and second are not present, the bill cannot be voted upon. It’s kind of like a resolution, we cannot vote on it in immediate consideration if the second is no longer there. Might I recommend for the first bill, a bill to update Environmental Justice Alliance’s Legal Code, we change the author to a Senator who is present because Proxy’s cannot vote in this current vote.

*MOTION/SECOND: Gonzalez/Proxy Jian*

*Motion language: motion to pass a bill to update the legal code of the A.S. Community Financial Fund*

**Schafer:**

* Marisela, I see your hand is raised.

**Marisela:**

* I just wanted to confirm what you had shared to the senate. That would be the appropriate course of action.

*ACTION: Vote:*  *CONSENT*

*Vote Taken:  7:04 PM*

**Schafer:**

* Senator Maia, I just applaud your engagement right now. Even some senators who have been on the floor since swear in have not risen their hand in times like this. Thank you for your activity.

**Proxy Jian:**

* I reserve my right.

**Schafer:**

* You may reserve your right and I would recommend tabling.

**Proxy Jian:**

* Motion to table the bill to update the legal code of the A.S. Community Financial Fund for one week.

**Schafer:**

* Proxy Jian, we just passed that bill. The only old business we have is the bill to update the Environmental Justice Alliance legal code.

*MOTION/SECOND: Proxy Jian/Maia*

*Motion language: motion to table Environmental Justice Alliances’ bill to update legal code for one week*

*ACTION: Vote:* *OBJECTION*

*Vote Taken:  7:06 PM*

**Schafer:**

* I hear an objection. To you rescind your call to question Senator Maia?
* Let me briefly go over what it means. Right now when a Senator calls to question they are calling for a vote, saying there was enough discussion and now it’s time to vote. When someone makes an objection to call to question, I would ask you to rescind your call to question. If you decide to rescind, we would move back into discussion in which a fellow senator can bring up another point. If you decide not to, we would go into a vote-to-vote. This vote-to-vote would be whether or not we are going to have a vote. Another process that could happen is if the vote-to-vote passes we would immediately go into a hand vote.

**Ramos:**

* I rescind my call to question.

**Gonzalez:**

* I reserve my right, considering the author would like to pass this bill tonight.

*MOTION/SECOND: Gonzalez/Johnson*

*Motion language: motion to open up a bill to update the Environmental Justice Alliance legal code to change the second author*

*ACTION: Vote:* *CONSENT*

*Vote Taken:  7:07 PM*

**Schafer:**

* Senator Zhang I will allow you to share your screen to see the bill.
* Now is the time to change the second. Is there a particular senator you would like to second on this bill?

***\*Screen shared Exhibit A\****

**Zhang:**

* I do not have a preference. Senator Lee and I are the two liaisons for EJA. Any senator who would like to volunteer is fine with me.

**Schafer:**

* I see Senator Weiss and Senator Maia have their hands raised. If anyone is interested specifically with environmental justice or sustainability to align with this bill. Senator Weiss hand was raised first.
* Please edit Senator Weiss name in. Props to the new senators for jumping in at an opportunity. I am so proud!

*MOTION/SECOND: Proxy Star/Gonzalez*

*Motion language: motion to approve Noah Weiss as the second for the bill to update the Environmental Justice Alliance legal code and exit and go back into orders of the day*

*ACTION: Vote:*  *CONSENT*

*Vote Taken:  7:11 PM*

**H) Recess**-

**Schafer:**

* My recommendation would be to go into a five-minute recess. The reason why is that there are a few things I must prepare regarding a few BCU’s. I am going to need time to check in with them and make sure I have a full understanding of all the points they have to bring forward.
* As chair it has come to my attention that a few senators have not really adhered to the BCU’s my respecting them properly, hearing them out really just being a good senator. I would like to give them space at this meeting to address those matters on their behalf.

*MOTION/SECOND: Gonzalez/Proxy Jian*

*Motion language: motion to pass a bill to update the Environmental Justice Alliance legal code with the modifications from the second author of Senator Lee to Senator Weiss*

*ACTION: Vote:*  *CONSENT*

*Vote Taken:  7:12 PM*

**Proxy Jian:**

* I reserve my right. Have we passed the bill yet?

**Schafer:**

* Yes, we just did.

*MOTION/SECOND: Proxy Jian/Maia*

*Motion language: motion for a five-minute recess*

*ACTION: Vote:*  *CONSENT*

*Vote Taken:  7:13 PM*

**Schafer:**

* Please be back here at 7:18 PM.
* Please come back to your screens, it is 7:18.

**I) ASUCSB Reports**

**I-1) Administrative Committees**-

**I-2) Boards and Commissions**-

**Schafer:**

* I will be giving updates on boards and commissions, the ones that I spolke with, during my report.

**I-3) Unit Reports**-

**I-4) President’s Cabinet Report** -

**I-5) Executive Director’s Report**-

AS External Audit Report

**Marisela Marquez:**

* Thank you to the chair and the senate. As you all might recall, on an annual basis all of our records and decisions are audited by an external firm. This is the report. All of the folks that have been with us for a few years have heard the results of the audits. The idea is that we listen, as questions, and contact questions in written form after the fact. I am also available to ask questions for the sake of the report.

**Cindy:**

* Hi everybody, I am Cindy Lopez, the outgoing assistant director of finance. We do have a couple of new auditors this year.

**Miguel:**

* Hi everyone, my name is Miguel Mendez. As Cindy mentioned, we do have a full team. David, Christian, Sarah Turner. As Marisela mentioned, this is an annual process. Our goal is to come in and perform an independent audit of AS. WE take a look at the records, do some sampling and analytics of the transactions. Our goal is to provide a conclusion of the audit report.

***\*Screen shared Exhibit B\****

* This is what a financial statement essentially looks like. You have an opinions report, which is probably the most important thing when you look at a financial statement. The verbiage is essentially saying “these are the procedures we performed, analytics, procedures, and everything else we do.”
* After you provide the opinion, you talk about the base of it, responsibility of management, responsibility management, assets, how much cash it has. Showing this visually will give you a better idea.
* Ultimately, we hope you can make better decisions and how these decisions affect the association.
* Balance sheet includes assets, liabilities, net assets.
* Income statement is all the revenue that come in and the sources and expenses. You can do a comparative of previous years. Goes into cash flows.
* Each financial statement goes into what we call notes. It gives you an idea of how the numbers were put together. Every single number is on the report has been reviewed and audited.

***\*Screen shared Exhibit C, slide 1\****

* These metrics are being pulled from the report. We like to give a three-year comparison to show where the association has been previously. As we all know, COVID, has taken an impact on any entity. The expenditures are associated with any student groups. The drops seem reasonable because COVID has taken an impact. We will see revenues pick up again.
* ***\*Slide 2\****
* This graph shows the breakup between what ultimately makes up the revenue. The biggest driver will be registration fees. The other budget is the sales and services products (bike shop revenue) if the University were open. Last few years have been challenging, and the revenue stream has lowered.
* ***\*Slide 3\****
* Once again, the COVID trend, student programs are the high drivers on expenses. You can see that its taken a hit.
* Salaries, without students on campus, that has taken a slight dip.
* ***\*Slide 4\****
* The last piece shows the make-up of the balance piece. It’s the meat of the bone. IT is trying to say how much assets do we have at our disposal to support groups and make decisions with this money. I am only showing the assets because there are not many liabilities on the sheets. Within the assets piece, there is billable cash there. It’s to support student programs.
* The other make up is investments. There are a chunk of assets that go into investments. The last piece are prepayments that make up the rest.

**Schafer:**

* If you notice, in assets, cash has increased, investments have increased, and assets have decreased. What happened to make this occur? Why the assets may have decreased a bit? If you may or may not know, a lot of BCU’s and entities are submitting a lot of budget requests to increase their budget for the second. We have our hearings soon, financial wise, I think all of this stuff works together to make up the association.

**Miguel:**

* Cash is the focus on the revenues. Your revenues went up, expenditures stayed pretty flat, and the expenses went down. You have a bit more revenue and expenditures are not as in line as the previous year. The simple answer is you guys did not use up your cash as you had historically. The budgets that were submitted may not have been fully spent.
* On the investment side, the market has done well recently and that’s what striving increase.
* The other assets are prepayments, inventory, whatever is left over. Fixed assets depreciate. As assets depreciate, ultimately drive down the net assets that are there. The other assets, the main drawback are the depreciate assets for the year.

**Proxy Star:**

* Is this the only entity that this information is shown to? Is this information available for students to access in any form perhaps on the AS website? If we have any further questions, what is the best way to reach the committee?

**Miguel:**

* The financial statements are sent to management and the senate. We don’t share with anyone else. The finalized report is given to Marisela and her team. We assume they share it with you guys. I’m not sure if its available to the public forum. There isn’t a requirement on our side. If this was a public company it would be required. If you guys have questions, feel free to reach out. You could reach out through Marisela. Historically we have concluded the statements after being asked questions. The goal is to get the finalization done this week.

**Schafer:**

* For Cindy and Marisela, I am letting senators ask questions directly before we have admin oversight.

**Maia:**

* I wanted to acknowledge my question is similar to that of Senator Merkel and Liebetrau, it would be nice if we could get this information to have more time to review it. My other question was shared by Proxy Star. I did also want to ask how long this will be in draft form and how long do we have to review it?

**Miguel:**

* From our perspective, there isn’t a compliance to get the financial statements issued. Usually there is a driver behind by a bank after year end. It would come down to management. I don’t want to speak on their behalf, we don’t have a problem with you guys reading through them.

**Schafer:**

* That being said, I would love if this draft could be sent to all senators. I would say that since a lot of senators are not here, proxy’s this information is very important and why I didn’t shift this meeting to an email vote. Please send this to the executive email that way our committee can take a look at them.

**Marisela:**

* I’ll take a second to answer additional questions. If we were in person you would have a set of these reports in front of you. The issue of it being presented here tonight, this is a minuted and Facebook live event, it is public in minutes and published in your minutes. These features make it a public report.
* The additional matter is that our fiscal years end on June 30th. The new year starts on July 1st. The workflow being report here is not on the current year, it is the prior year. All elements that we have paid out and everything we were charged have been completed. Those are the records being reported by the outside auditors.
* What you are viewing now is not on the current year, but all the expenses occurred before June 30th. I just want to make sure we contextualize that.

**Cindy:**

* As far as the timeline, we will be sending out the drafts. Once it has been finalized, all the senate gets a copy. Other people who get a copy of this audit report are the Chancellor, Vice Chancellor of Student Affairs, the Business and Financial Services, the controller of UC, and the audit department. The executive officers, staff, and management also receive copies.
* Another thing I want to address is a question asked about the increase of cash assets. We have a lot of designated funds to certain groups. Although our associate was very active considering we were remote, you just can’t spend the same amount of money doing virtual events like you could at concerts in person. There is a lot of money that couldn’t be spent but is designated to certain groups that have roll over and have an automatic lock in.

**Marisela:**

* This is only 50% of the audit reports that have been presented to you. There is another coming to share to you.

**Schafer:**

* Regarding what Michaels said, about getting the senate’s blessing, what does that mean necessarily?

**Marisela:**

* I meant in the next few minutes you will be presented a whole other report. There is more coming. This is our process. The draft is presented and all. If you have questions, you can send them to me and I will pass them along to the audit team. In general, they will be able to send it out in draft form.

**Cindy:**

* Tomorrow when I get into the office, I can send it out to senate and execs.

**Marisela:**

* Michael is just one presenter.

***\*Screen shared Exhibit D\****

**Miguel:**

* I was going to go ahead and present the SOC 1 report. There is a lot of activity, reviews, controls, that ultimately require a little more oversight. What we wanted to do was make sure the controls were in place and implemented correctly. That’s what this report is achieving.
* We draw procedures to make sure the processes are in place. If there is specific controls in place, that they are being followed. We do a number of tests and take a look at the procedures are and being followed. An opinion is issued on the controls piece. For the year in scope, this is from July 1, 2020 to June 30, 2021. We looked at procurement system, making sure invoices are being reviewed. We concluded the controls were implemented correctly and designed correctly.
* The report shows in detail what the controls are, what we did, and the results.
* ***\*Page 15\****
* This is more a pass and fails that were noted.
* We did note there was a common in that the known was more around a clause in the organization financial policy and procedures. In section VII, clause 5 it talks about bidding process in anything over $5,000. That is the only one we did not see being followed. We issued a recommendation. We didn’t need to send an unqualified opinion. That was the only observation under the controls that we reviewed.
* I will pass it on to Sarah.

**Sarah Turner:**

***\*Screen shared Exhibit E\****

* I am the partner in charge. I manage the team around this job.
* As a part of the procedure, we are required to communicate with management and those in charge of governance which in your case would be Senate. We are required to issue a report over the audit and any information we feel is important for you (in regard to running the organization).
* The first section goes over the scope of what we did. This report is attached to the original set of financial statements we looked at, not the second.
* We were able to issue an unmodified opinion on the statements that they were in compliance with “generally accepted accounting principles”. That’s a good opinion.
* Management was fully cooperative with us. There were no restrictions on any of the scopes we had to do.
* Section 3 is the required communication. A lot of the language is what we issue to most of our clients but there are some differences. We are required to notify if there are any disagreements with management (we did not have any of these issues), say if there is anything in the judgements (areas of the financial statements that require judgement on the part of management). We did not discover any type of fraud. We also certify we are independent of the organization.
* The last part is the main part of the report. These are different types of deficiencies in internal control that we are required to report to you. There are different levels. The worst level is a “significant weakness”. It’s the most troubling because it means that controls are so bad that there is a high likelihood that the financial statements are materially misstated. There is nothing there to catch this. I am happy to say we did not detect any material mistakes during the audit.
* The next level is called a significant deficiency. This is something that is less severe than a material weakness but is still important enough that we are going to bring it up to you. I think we had three different significant deficiencies this year:
  + The emergency student loans accounting is not being recorded in compliance with GAP. We do correct that, Miguel?

**Miguel:**

* Right. This is more an FYI. The financial statements are being presented in accordance with GAP. This is just something that we noticed. It can be a lot more work. Ultimately we book an entry.

**Sarah:**

* (Significant deficiencies continued)
  + Same thing we kind of issue with the accounts payable. They are not being recorded properly. Year-end we propose a judgement to correct that. It’s not a bit deal, but it something we need to bring to attention. Something we report every year.
  + This one is new this year, it deals with the costs that are occurred on behalf of the association for the construction of the new Bike Shop. We had to add an adjustment to add those costs to the books.

**Miguel:**

* Yes. The university is occurring costs on behalf of the association, any costs that have to do with the construction. Ultimately those costs are going to be cross searched to the association because that is where the Bike Shop costs will end up. They are going to be cross searched. It’s prudent to list those costs and put them on the balance sheet. As of the financial reporting date say how much is the university going to charge the association. It shows the reader that there is a cost that will be coming your way.

**Sarah:**

* What happens is those Costs accumulate. Once that asset opens and you are actually using the bike shop, what happens is life will be assigned to the asset. That asset gets depreciate over the life of the asset.

**Schafer:**

* This is very quick and fast, I would just like to reiterate that we are going to need more time to look this information over. I want all the senators to see this. I think it would be beneficial to contact you directly.

**Marisela:**

* I just want to clarify for the sake of our new senators, the timeline that these documents reflect was over a year ago. At the present time, as of February 2022. The building in question at the time the documents are being reviewed, was over a year ago. The purpose of this is to make sure the proper controls are being used.
* I don’t know how many of you are authorized signers, only folks that have done through a certain procedure can actually approve to spend money on behalf of anyone. If you multiply that across hundreds of decisions and projects, those are what we call controls.
* Many people will ask why a requisition looks that way or why there has to be so many hoops. All those hoops are the controls. They are what these auditors are testing. They make sure we are doing what we are supposed to based on your financial policies and procedures and legal code. They test against the actual expenditures/transactions that have long been completed.
* You will see towards the end of your academic year limits on when you can make expenditures so we can begin to gather these same records for the current year.

**Anjum Finch:**

* Thank you, Marisela, for putting it so simply. I also wanted to add the auditors for coming out here and working with us. We had numerous meetings to give them the information that they requested. I also wanted to ask them if they have any concerns or if they need anything from us.

**Miguel:**

* I think that the report to management is the ultimate “report card”. This is kind of what we can see of what can be rectified or implemented. The ones that are currently presented don’t require a lot to be rectified. A lot of these that have come up we determined although this could be a “perfect” system, these controls may not make sense because it adds more work.
* We come in with an open mind every year. We decide if it will ultimately harm the overall financial statements. If you do put a control in place, will it ultimately show something different on the balance sheet or income statement? The result was no. That’s the approach we take.
* This is probably one of the best run entities I have audited. There are numerous controls that are followed almost to the T.

**Sarah:**

* There is a spot in here that management has the chance to respond. We pretty much got all the responses. There was only one that might have been open.

**Miguel:**

* It was a construction in progress. I did have a discussion with Anjum earlier today to go over it. After the Bike Shop is complete, it’s not like the association will have all of these construction progress go on. There is a construction contract out there with the contractor and I’m sure the university will stay close to that.

**Anjum:**

* One quick clarification. The recommendations they are making are for future years. Another thing, the Bike Shop has 10 months scheduled. We will probably not see the completion of the building when we go through the next audit cycle.

**Schafer:**

* Thank you, presenters and faculty, for weighing in.

**Sarah:**

* We are almost done. This last section is other matters. It is things we like to bring to the senate’s attention. The big one is always political activities. One of things is an exchange for you guys having tax exempt status is you guys cannot engage in any political campaign activity (any supporting or opposing certain candidates for any side of public office). Local, state, or federal offices.
* You as an AS senator can’t come out publicly say you are in favor for voting for a particular candidate. Individually, that is something you can do. As a part of your Associated Students senator’s duties, it is not something you can do.
* You can do things like non-partisan voter drives. You can campaign for a certain issue. You can have both sides come in and present. You just can’t say through AS that this is the candidate you should vote for. That has to do with the political campaign.
* There is also another part called lobbying where a not-for-profit engages in trying to influence potential legislation. You can do some lobbying, however it cannot be substantial. The problem here the IRS has never clearly defined this and so its really based on what is called “facts and circumstances” test.
* If the IRS was going to come in they would look at a bunch of different factors such as the time devoted and expenditures devoted by the association towards the lobbying. One court case said that anything that was less than 5% of the organizations total time was considered minor. Another case said anything over 20% was considered major. There is no official sanction from the IRS.
* The key thing here is to kind of rely on the training you have received. If you have questions about this you should just bring them up.
* Did you want us to leave our emails in the chat?

**Marisela:**

* If it’s okay with you, Bee, I’d rather put my email if anyone has questions. The way this works is management responses are put back into the document. I can gather questions and work them into responses.

**Schafer:**

* The only reason I am inclined to say no is because people have directly messaged me. That’s why I have asked three times. I would like their emails directly, if that is possible.

**Marisela:**

* The issue is they each do parts of the report.

**Miguel:**

* I don’t have a problem. I can kind of filter the questions and loop you in with them. Bee, can you do me a favor and kind of consolidate the questions and forward them to me? That way I don’t have to respond to every person, unless you think they should send them personally.

**Schafer:**

* I can do my best to do that. I will say if it is a senator that has a question, I probably will send them directly to you. If it is someone outside of the space, I will do some “vetting”.

**Marisela:**

* The other thing that is helpful is that there are a lot of things that are unknown by either senators or authorized signers. The intent was to just answer the questions in parallel. They are auditing our procedures. If folks don’t know our procedures the questions that come up are more important to yourselves.
* I wanted to thank the external audit team that has been working extremely diligent these past two years while the pandemic has been going on. They have been the audit firm for over 32 years. In the scope of the campus, there is literally one department that pays for an external audit and this is the one. All of the responsibilities that they students put into this; this is what they are reviewing. Who is making decisions and how they are made.
* There are a number of opportunities coming forward in terms of legal code and really future financial policies and procedures. The intent of the audit is how we can improve.

**Cindy:**

* The next steps are tomorrow morning when I get into the office. I will send all the senate and execs the reports. They still are a draft. Anjum and I are always there during the year if you have any questions or would like to look back at previous years. We have this audit every year as it states in the legal code. It’s really a great thing for us because it make us go over everything we do. It lets us know that we are doing everything properly. We feel good to know that we are running the organization in the way the students want us to do it.

**Marisela:**

* Just a last point on the political lobbying. The effort of the department is of education To draw a distinction of lobbying for the sake of somebody winning or losing versus what you all do is really to educate on the effects of changes in law, legislation, or leadership. That tends to be more of the type of work our entities are involved in.

**Schafer**:

* One last question is if the association, whether that be senators or execs invites you to come back and speak, would you all be open to that?

**Miguel:**

* Yes.

**Schafer:**

* Thank you for presenting, I appreciate you all.

**Miguel:**

* Thank you. It is always a pleasure. Thanks everyone.

**I-6) Executive Officers’ Report** –

President

Internal Vice President

**Schafer:**

* Thank you all for being here and taking the time to stay here longer. I would like to preface this conversation by having everyone be active and listen. Everyone who can hear me now please raise your hand. I am going to take note of people who are not here.
* I would like to address concerns brought forward by a BCU entity, specifically the Black Women’s Health Collaborative, as well as concerns brought forward by other black members of the association.
* I would like to open this up by saying it is Black History month, for those of you who do not know. It is a month where people come together in the black community, revive, and educate themselves on a lot of the black excellence that has occurred, and, personally, a time to remember where I come from, where my people have come from, and what this leadership experience/appointment means to me. I will be offering Shva Star to speak as a fellow black member of the association.
* First, I would like to address some concerns that are unacceptable and will not be tolerated going forward. The Black Women’s Health Collaborative has come to me and state that they wish and have demanded, and I will enforced, that their names or likeness cannot be included on any bill or legislation without their firm, documented consent.
* What is documented consent? That is email and text if they consent to their text being a formal means of communication.
* Another, to ensure that if a black woman attends a meeting do not let that moment be perceived as a co-sign of the Black Women’s Health Collaborative’s intent to be there. This goes forth with a legacy that is misogynistic and very racist. That a black woman’s presence represents every woman in their community or black person.
* This is rooted in racial bias and so many disgusting ism’s that I cannot speak. A black woman or a black person was mistaken to be taken as a member of the Black Women’s Health Collaborative. This is blatantly racist and will be addressed further. This is not the first nor last time I will say this. I will address this until it is remedied and until the Black Women’s Health Collaborative feels whole again. There is no way we can mitigate this, there is just a best way we can move forward.
* The Black Women’s Health Collaborative would like to make sure the senate spells their names correctly. This can intern cause harm to a community that is already harmed so much.
* Treat the Black Women’s Health Collaborative and black students as humans and students who are attending classes alongside you, serving alongside you, and in your community, not stand beside them as a radical performative action.
* What this means, for those of you who do not know, means aligning yourself with the Black Women’s Health Collaborative or any black entity, it might be considered as taking a radical approach. As you know, there is a lot of performative action going on. You can say you are “environmentally friendly” “pro Black Lives Matter”, all of these social movements that gage and guide our community and liberal environment. In reality, you may not engage or subscribe to those morals at all.
* Please do not reach out to BCU entities just for radical proximity. Be sure to engage; these are not requests, they are a demand and mandate.
* Think of communities of color and reach out to them with ample time for care and response. Do not think that you will get an automatic email. That comes from a place of privilege which you may or may not think you have. You must give them ample time to respond, especially when discussing things like menstrual equity which affect black women even worse.
* These are just a few topics that they asked me to discuss. I will go further into how I will address this matter. Allow people ample amount of time to respond. If you do not know the appropriate amount of time, ask them. That is common, business etiquette.
* That concludes what I want to say on behalf of the Black Women’s Health Collaborative. I will continue to speak more of these issues in the future when they arise, I hope they will not again. I will also note this is not the full extent of how I will address this matter. Be prepared to hear more next meeting.
* The only reason I am not continuing this conversation more is because I know it is midterms week and we have seven senators who are not here. This is solely meant for you all to understand and engage with this content so you will know how to move forward in the future.

**Proxy Star:**

* Hi everyone. I am currently a proxy for Senator Lee, however I was a senator last year.
* Racism, anti-blackness, and afro-pessimism is very nuanced and entrenched in so many institutions, including AS and in basic interactions. Please make sure you are not ignoring your counter parts, dismissing their experiences, or statements.
* If you make an error like names spelled incorrectly, please ensure you correct it. I have had gross and egregious misspellings of my name in both my first and second name. However, I have had people disrespect me by asking to call me by another name and/or refusing to say it properly including teachers throughout my education.
* I just want to state this could be nuanced and it may not necessarily be on purpose. However, intention does not negate harm. You may have the best intentions, but that does not mean your actions or statements were perceived in that way.
* It’s not the end of the world. I have also been on the senate floor so I understand what it’s like to be in the public eye. It’s okay to make error. It’s okay to change your mind. It is best to remain optimistic. It is best to remain open minded and willing to learn, that’s why we are here. I think that is also assumed we all have these “contemporary social etiquette” in this new age that we are in. I think that we are just now starting to see other people’s experiences and to treat people like human beings, or rather, we are recognizing that that is not happening.
* Errors are going to be made. That is okay as long as you correct them. What is not okay is going forward like they were not made. Most times, in the black community that can spread across all ethnicities, language barriers and things like that are often times typically dismissed and brushed past. You are erasing someone else’s discomfort, especially when you are not the active recipient of that harm. Please keep that in mind when things like that occur.
* I hope that you all are asking questions, correcting yourselves, and seeing how you can assist. Not necessarily taking a back seat, but to just ask how you can engage best. I think it’s best to ask questions and always stay open minded. I do understand some of what the Black Women’s Health Collaborative has gone through. I do think it is unacceptable. Keep this in mind at all times because it’s not really an ask, it’s a standard that should be upheld.

**Schafer:**

* Thank you, Proxy Star, for the remarks and helping me address this matter with the senate.
* I want to reiterate; this is not a request it’s a demand. As the only black executive, I have definitely been on the receiving end of anti-blackness. It’s been difficult to hold my position and make sure that I’m operating in the best light because there is a lot of pressure. For the Black Women’s Health Collaborative, I think that this is a new way you all can engage and take it as a learning experience/moment to improve.
* This is not really a time for feedback so if any senators have feedback on what I just said, I kindly mandate you put your hand down. If you have anything you want to address, email me or the Black Women’s Health Collaborative because I am not in the space or capacity to educate.
* My sole purpose is to speak on behalf of the Black Women’s Health Collaborative and just represent their concerns. Since they are not here, I cannot really address any questions.
* I did want to add on a few things. Just remember who you are speaking to and when you are speaking to them. Remember where they come from. Remember how your words can be a bias of privilege and anything that could be perceived of harm. Always be mindful of what you say and how you say it. If you make a mistake don’t just say “Oh, I completely understand where you are coming from, it was not my intention.” Those words, “intention”, is just for me, as black woman, is what automatically throws an apology out the door. “Intention”? What? Come again?
* I just want to make sure you all know never to approach me in that way. If you did in the past or in the future, you will still be addressed.
* As far as anything going forward, there will be an anti-blackness training. You all can further learn about anti-blackness for those of you who may not know what that is, you should know by now. Research it on your own time. That is the only training we did not conduct. I spoke about this a little bit before; we will have an anti-blackness training and know that is on the agenda in the future. This will be added to the additional required honoraria trainings just like the other mandatory trainings.
* With that said, retroactive honoraria will be due on the 10th. Please, every senator if I ask you for proof next week that you contacted your BCU’s I hope you can provide it. If I ask for a screenshot of the emails you sent to the chairs, I hope you can do that.
* Let them know about the deadline, if any member by now, and I quote, “has not received honoraria, they should apply for retroactive honoraria just to be safe.” If they have not received or touched their check, we want to make sure it gets there. I don’t want students to miss this deadline. I will make retroactive honoraria is available for any quarter that the association has been in operation during my term always an option.
* Let’s just say that somebody has COVID right now and they miss the deadline and miss the deadline for fall retroactive honoraria. Winter quarter honoraria will also encompass fall. Spring quarter retroactive honoraria will encompass winter and fall. There will never be a limit to where you can receive the money you should have gotten when you were working. I just want you to take advantage of this opportunity because the honoraria committee will dedicate time to review these responses. If we keep getting trickled in responses it will keep on overlapping for the committee. I don’t want to have to put you all on the back burner.
* The anti-blackness trainings from last year are still linked in the YouTube recording list for the senatorial trainings. If you all want to get ahead and learn some more you can go ahead and look at those videos. It would be very commendable considering it is black history month and we all should take initiative to learn more about black community. We are a part of your constituency, we are a minority, we are marginalized, and if you are representing marginalized communities and minorities, you cannot do that without representing us. Please take that time. It will probably be more extensive next week.

**Chow:**

* I just wanted to say wow. There are so many better ways to talk to someone. You can’t just assume that it’s okay. I think that’s something people chose not to think of. There are so many other ways to phrase things. You can stop ignoring them. Be a better person by education yourself. Just reach out.

**Schafer:**

* I don’t mean to cut you off, I appreciate what you are saying.

External Vice President of Local Affairs

External Vice President of Statewide Affairs

Student Advocate General

**I-7) Senator Representative Reports**-

**Gonzalez:**

* For the new senators please send over your bio, photos, and potential office hours. I know there is also the “Direct Government State of Accountability” with the IVP office that has a form for office hours to make it more efficient. Please get that to me as soon as possible for the website.

**I-8) Administrative Reports**-

**J) Committee Reports**

**J-1) Standing Committee on Finance and Business**-

**Johnson:**

* To reiterate, for authorize signers workshops, my office hours are 10 AM to 11 AM on Tuesday and Thursdays from 9 AM to 11 AM.

**J-2) Standing Committee on External Affairs**-

**Zhang:**

* The committee had a relatively short meeting to respect midterms week. Essentially, we just presented, discussed, and approved the budget proposal for the upcoming year for the committee. Moving forward, we have a couple pieces of legislation we have in mind we will continue to work on. We are also working with COC to fill the vacant spaces on this committee.

**Wang:**

* I am looking forward, like the other members, to fulfill the space in our committee. Am happy to have those people. This week we approved the proposal and present at the budget hearing.

**J-3) Standing Committee on Internal Affairs**-

**Ramos:**

* First, I’d like to welcome the new senators to senate.
* We met last Thursday to kind of finalize how we want to move forward in a new minute receiving. Holly is going to talk to IT and see how it will pan out. Eventually we will create legislation for it.
* We also talked about the senior advisor for the Office of the President and his wanting to change the GE requirement for European traditions. We had a pretty lengthy discussion on that. We are all trying to get the word out in our own specific ways.
* We don’t have a co-chair for our committee. Please talk to Bee if you want to be a co-chair. You get to work with me and awesome people a part of the committee.

**Schafer:**

* Just to reiterate to the new senators, there is a vice chair vacant. I am opening it up to the new senators as well. I know that you all have zero experience in the senate, but I think it would be great if you all are interested in taking up leadership. Experience is not something I will be factoring in to this process, there will be other metrics that are supported by legal code.

**J-4)** **Standing Committee on Basic Needs-**

Merkel:

* We are working on a water project with the student advocate general. We are sending out a survey this week.
* We also just talked about our budget.
* Alex is looking to change some of our bylaws.

Liebetrau:

* I yield my time.

**J-5) Group Project and other Temporary Committee Reports**-

**K) Minutes and Allocations:**

**K-1) Senate Minutes**

Senate 1/26

Senate Appointment AdHoc Committee 2/01

*MOTION/SECOND: Gonzalez/Johnson*

*Motion language: motion to bundle and approve all Senate minutes*

*ACTION: Vote:*  *CONSENT*

*Vote Taken:  8:46 PM*

**K-2) Administrative Committees Minutes**

**K-3) BCU Minutes**

IVTU 1/21

CMU 1/28

SCORE 1/26

SASA 1/27

BikeComm 1/31

EJA 1/31

ZWC 1/31

EAB 1/31

CAB 1/31

PCGB 1/28

ASBWHC 1/18

TSA 2/1

CODE 1/28

CF 1/28

CFF 1/26

HRB 1/26

ASPB 1/31

CoVo 2/02

*MOTION/SECOND: Gonzalez/Johnson*

*Motion language: motion to bundle and approve all BCU minutes*

*ACTION: Vote:*  *CONSENT*

*Vote Taken:  8:48 PM*

*MOTION/SECOND: Castillo/Maia*

*Motion language: motion to suspend orders of the day for February 1st*

*ACTION: Vote:*  *CONSENT*

*Vote Taken:  passed at 8:59PM*

Motion to amend previous motion for February 1st

*MOTION/SECOND: Castillo/Maia*

*Motion language:  motion to amend*

*ACTION: Vote:*  *CONSENT*

*Vote Taken:  passed at*

**K-4) Standing Committee Minutes**

IAC 1/27

BNC 1/31

EAC 1/18

*MOTION/SECOND: Ramos/Ramirez*

*Motion language: motion to bundle and approve all standing committee minutes*

*ACTION: Vote:*  *CONSENT*

*Vote Taken:  passed at 8:48PM*

**Schafer:**

* Isabella, are F&B minutes ready?

**Mendoza:**

* Yes, they are in the folder I have shared with everyone. I will say, I wasn’t able to get two exhibits, but its all edited and ready to go.

**Schafer:**

* It’s okay to motion on it?

**Mendoza:**

* Absolutely.

**Schafer:**

* F&B minutes are arguably the most important because there are a lot of entities that go to that space are non-AS affiliated. They are SEAL.

**Castillo:**

* Question to Isabella, what is the folder to access the minutes?

**Mendoza:**

* It’s a folder I have shared with the F&B committee.

**Schafer:**

* I know it is getting late, but just remember there is no end to senate meeting until legislation is written that changes this.

**Mendoza:**

* Can I email the minutes to you, Bee?

**Schafer:**

* Yes. Let me know when it is sent. I am going to quickly download the copy. I appreciate you all are doing this and not complaining. It is a sign of your character and that you hold dear this position.

***\*Screen shared Exhibit F\****

* These are the minutes. I am just scrolling through them. If you want me to stop at any time, please let me know.

**Ramos:**

* Bee? Do you think you could zoom in just a little?

**Schafer:**

* I can do that.
* If you all do not know, F&B hears presentations on the members that are coming to request funding. After they hear the words of the members, they go into discussion and put everything to vote. As you can see they had a lot of discussion which is always good.
* This is a beautiful thing we can see. We have the SEAL winter quarter fund of just under $250,000 in the account.

*MOTION/SECOND: Castillo/Maia*

*Motion language: motion to approve the F&B minutes from February 1st*

*ACTION: Vote:*  *CONSENT*

*Vote Taken:  passed at 8:59PM*

**\*Moved back at 9:00 PM\***

*Motion language: motion to amend my previous motion to approve the F&B minutes from February 1st to approve the F&B minutes from January 31st.*

**Schafer:**

* Is this friendly with the second? This is friendly. I will now invite you to amend motion.

**Castillo:**

* Is that not what I just did?

**Schafer:**

* Now you will make the motion.

*MOTION/SECOND: Castillo/Maia*

*Motion language: motion to amend my previous motion to approve the F&B minutes from February 1st to approve the F&B minutes from January 31st.*

*ACTION: Vote:*  *CONSENT*

*Vote Taken:  passed at 9:01 PM*

**L-1 ) Appointments**

**\*Moved here at 8:59 PM\***

Committees on Committees

Appointment of Caroline Bancroft as AS Zero Waste Committee Public Outreach Coordinator

Appointment of Tiffany Nicolescu as AS Zero Waste Committee Public Outreach Coordinator.

Appointment of Justin Vo as COSWB Finance Coordinator

Appointment of Johnny Bashawaty as COSWB Fitness Coordinator

Appointment of Jake Ratana as COSWB Fitness Coordinator

Appointment of David Wu as COSWB: Nutrition Coordinator

Appointment of Sydney Yamanishi as CoVo Secretary

Appointment of Owen Skinner as Elections Board General Member

Appointment of Jason Lee as Internal Affairs Committee Student at Large.

Appointment of Gabriella Sterritt as Internal Affairs Committee Student at Large.

**Schafer:**

* These are all recommendations by the Committees on Committees.

**Castillo:**

* I have been made aware that I made a mistake in my motion where the F&B minutes were from January 31st. How do I correct that mistake?

**Schafer:**

* You would amend your previous motion.

**\*Moved back at 9:01 PM\***

*MOTION/SECOND: Castillo/Johnson*

*Motion language: motion to bundle and approve the appointments made by the Committee on Committees*

*ACTION: Vote:*  *CONSENT*

*Vote Taken:  passed at 9:02 PM*

*​​****\*Moved here at 6:44 PM\****

Senate

Appointment of Love Maia as Letter and Science Senator

Appointment of Michael Yang as Letters and Science Senator

*MOTION/SECOND: Gonzalez/Ramos*

*Motion language: motion to bundle and approve Love Maia and Michael Yang as collegiate senators for the college of Letters and Science.*

*ACTION: Vote:*  *CONSENT*

*Vote Taken:  6:45PM*

**Schafer:**

* We will conduct the swear in process. Congratulations everyone! Thank you for being a part of the process and the senate. We will be here for you every step of the way. I am here, Marisela is here, as well as your fellow Senators.
* Before we get started, I would like to start the swear in process. You will raise your right hand and repeat after me. We are first going to start with Senator Yang.

***\*Swearing in process begins at 6:46PM for Michael Yang as Letters and Science Collegiate Senator\****

**Yang:**

* I, Michael Yang, hereby affirm that I will fulfill the duties of the Letters and Science Collegiate Senator for the 2021-2022 academic year to the best of my ability. I will see to facilitate the Associate Students and the University Community in a manner that is consistent with the ideals of an academic community.

**Schafer:**

* You are now sworn in! Marisela, I see that your hand is raised?

**Marisela:**

* That was an error I was just trying to clap.

**Schafer:**

* We will swear in the next senator and then go more into detail about the people in the room.
* ***\*Swearing in process begins at 6:46PM for Michael Yang as On-Campus Senator\****

**Maia:**

* I, Love Maia, hereby affirm that I will fulfill the duties of the Letters and Science Collegiate Senator for the 2021-2022 academic year to the best of my ability. I will see to facilitate the Associate Students and the University Community in a manner that is consistent with the ideals of an academic community.

**Schafer:**

* With that I believe our senate is full with all 27 Senators. Thank you for being a part of the process.

**Marisela:**

* Hello I am Marisela Marquez. I serve as the executive director for Associated Students. I am also a lecturer for the department of Chicano/Chicana and political science studies. Welcome both of you. I want to emphasize we are all here and available to connect with you. I am the main contact along with Holly. It’s been a lot and we have a lot to be grateful for. I appreciate it.

**Holly Mayes:**

* Thank you both, welcome. It’s so exciting to meet you virtually. I am looking forward to a great rest of the year together.

**Schafer:**

* Thank you all. These are great resources for you to reach out to anytime. They are tenured member of the association. I am the Internal Vice President. You all have my number, text me if you need anything. You also have your fellow senators. They have experience one quarter and some summer before you. I will be connecting with you in the future to go over all the intricacies of AS. Holly is the assistant director of government affairs.

*MOTION/SECOND: Gonzalez/Ramos*

*Motion language: motion to resume orders of the day and enter public forum.*

*ACTION: Vote:*  *CONSENT*

*Vote Taken:  6:51 PM*

Office of the Student Advocate

Resignation of Matthew Sevilla as Academic/Financial Aid Caseworker.

*MOTION/SECOND: Castillo/Maia*

*Motion language: motion to approve the resignation of Matthew Sevilla as Academic/Financial Aid Caseworker*

*ACTION: Vote:*  *CONSENT*

*Vote Taken:  passed at 9:02 PM*

**M) Discussion Items**

**N) Remarks**

**O) Adjournment**

*MOTION/SECOND: Proxy Star/Rutenburg*

*Motion language: motion to adjourn at 9:03 PM*

*ACTION: Vote:*  *CONSENT*

*Vote Taken: 9:03 PM*

**\*Moved adjourned at 9:03 PM\***

*Exhibit A*

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*Exhibit B*

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*Exhibit C*

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*Exhibit D*

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*Exhibit E*

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*Exhibit F*

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