



ASSOCIATED
STUDENT
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UNIVERSITY OF SAN DIEGO

Senate Minutes

Thursday, December 9th, 2021
12:15pm
University of San Diego

1. Call to Order
2. Land Acknowledgement (2 min)
3. Roll Call (3 min)
4. Approval of the Agenda, December 9th, 2021 (2 min)
 - a. Motion to approve the agenda. Seconded.
 - b. Motion passes.
5. Approval of the Minutes, December 2nd, 2021 (2 min)
 - a. Motion to approve the minutes. Seconded.
 - b. Motion passes,
6. Report from Speaker of the Senate (5 min)
 - a. Had lunch with Auxiliary Services yesterday
 - b. Approved \$1,000 from the Senate Initiatives Fund to help the Copley Library support students during finals week
 - c. Helped Justice interview a new candidate for one of the vacant Senator positions. Will be doing some more interviews in the near future.
 - d. Lunch with VPSA Johnson tomorrow
 - e. Meeting with the Senate Chairs and Coordinators tomorrow
7. Reports from Committee Chairs and Coordinators (18 min)
 - a. Academics Committee - Valentina Rodriguez
 - i. Finished the Grant Process
 - ii. Ari is tracking the Acceptance Forms from Approved Student Funds
 - iii. Have a potential date for our committee meetings for next semester



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- iv. Appreciate the approval of both Initiatives:
 - 1. Students in Need Fund (Computers)
 - 2. Library Gifts (fleece blankets, aid kits)
- b. Inclusion, Diversity, Equity, and Accessibility Committee - Siri Dandu
 - i. No major updates
 - ii. Reviewed Spring Budget Allocations with Committee, addressed concerns/questions
 - iii. Briefly discussed a plan for next semester
- c. Student Orgs Committee Chair - Ceci Barron
 - i. SOC has been working on collecting more data from the Student Org Mixer Survey, from those who did not get a chance to attend
 - ii. We have a plan to go through the data early next semester
- d. Student Life Committee Chair - Lauren Fettes
 - i. We had 8 more Lyft grocery code uses this weekend!!!!
 - ii. Excited to keep growing this initiative next semester!
 - iii. Tote bags have been ordered (shoutout to Madeleine Woo)
- e. Health and Wellness Coordinator - Jake Dredge
 - i. Contacted the library about potentially providing masks for students in the spring, stay tuned!
 - ii. Preemptively work on STI testing, pending budget approval this afternoon
 - iii. School Events:
 - 1. Take a Paws event, hot chocolate, cookies, dogs
 - iv. Please be mindful of your mental health during finals, sleep is more important than cramming!
- f. Sustainability Coordinator - Madeleine Woo
 - i. First Sustainability Coalition Meeting!
 - ii. See notes and agenda here
 - iii. Found out how to display SLC updates on the community screens



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8. Reports from ASG Executive Board (18 min)
 - a. President - Justice Zoto
 - i. Lyft Code: USDASG21
 1. \$10 credit, expires Dec. 31st
 2. For undergraduate students only
 3. Please refer to email from me for more information
 4. Share with your constituents!!
 - ii. Meeting with Auxiliary
 1. Working team to distribute masks throughout the school
 2. Working team to make external vendor requests accessible, transparent, and raising the \$500 limit for external food vendors
 3. Vegan, vegetarian, and more students looking for feedback on food options.
 - b. Vice president - Ari Sambrano
 - i. Currently at University Senate
 - ii. Academic grants are all done and confirmed
 - iii. Thank you to Dr.'s Starky, Keshtzari, and Flemming-Davies
 - c. Chief of Staff - Logan Tucker
 - i. Office hours
 - d. Chief Justice - Sarah Barbar
 - i. Complaint about a student organization from another student organization
 - ii. Spring Elections Timeline
 - iii. Will be working with Manda and Lucia to plan the Spring elections
 - iv. Senate bylaws next semester
 - e. TPB Chair - Kobe Huynh
 - i. Attended meeting w/ Auxiliary
 - ii. Bingo Night was super fun! Thank you to those who attended.
 - iii. Good luck with finals & take care of yourselves!



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- f. Finance Chair - Shyen Hirabayashi
 - i. Last ASGBC was this past Tuesday -- vacant Academic Chair position and Religious chair
 - ii. Vacant Academic Chair Position
 - iii. ASGBC will resume next semester on 2/1/21
 - iv. Update on the Senate Initiatives Fund Request by the Academics Committee
 - 1. Fund comes from Lauren's leftover lyft money
- g. PR Chair - Lucia Fiore
 - i. Currently attending a Student Media Meeting
 - ii. Will keep you guys informed once I know more!
 - iii. Starting a new project: Day in a life of a senator
 - iv. Please raise your hand if you would like to become a part of it.
 - v. It would consist of a 30 sec TikTok Video showing what your day consists of up through Senate.
 - vi. Working on Alcala Bazaar giveaways for next semester
 - vii. Will keep you updated on that!
- 9. New Business
 - a. Presentation of Returning Organizations (5 min)
 - i. Motion to approve the USD Artist Society. Seconded.
 - ii. Motion Passed.
 - b. Presentation of the ASG Spring 2022 Budget and Q2 Reports by Shyen Hirabayashi (40 min)
 - i. Remaining of these funds (Centers budget, ASG OPS and Creative Zone Budget, Exec Budget) will be to know how much money can be allocated for the Spring. Also, with TPB.
 - ii. Funding Guidelines -- Q2 Budget Report:
 - 1. If quarterly spending does not follow the maximum allotments stated in these guidelines, please provide justification as to why. If there is no reasonable explanation provided, going over budget, not spending



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on approved line items, etc, the committee will issue the Center with an infraction. (See Infraction Policy below):

2. Infraction Policy:
 - a. 1st Infraction: Emailing warning notice from the Finance Chair
 - b. 2nd Infraction: In-person warning follow-up w/Finance Chair and any Committee member.
 - c. 3rd Infraction: Involving supervisor
3. If there are multiple infractions within a single quarter's budget report, this will be counted as one infraction.
4. Food: \$10 per undergraduate student
- iii. There is no balance remaining to allocate Spring 2022
- iv. Funding Guidelines- Spring 2022 Allocation Requests:
 1. The Finance Committee will disapprove budget reports and deny funding requests if not given thorough descriptions, cost breakdowns, justifications, does not follow the guidelines, also if no expected undergraduate attendance is provided.
 - a. Center's Discretionary Fund
 2. Entertainment: \$250 maximum per event
 3. Stoles: \$25 maximum per undergraduate student
 4. Award Plaques: \$40 maximum per undergraduate student
 5. Food:
 6. Outside Vendors (Not USD Catering):
 - a. A maximum of \$10 per undergraduate student can be allocated
 - b. A maximum of \$15 per undergraduate student can be allocated for Banquet type events



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7. USD Catering:
 - a. A maximum of \$17 per undergraduate student can be allocated
 - b. A maximum of \$27 per undergraduate student can be allocated for Banquet type events
8. Motion to approve Spring 2022 Allocations. Seconded.
9. Motion Passes.
10. Final Business and Hearing of the Public. *At this time, any Senator may take from the table any motion previously laid on the table in the meeting the week before or present urgent business; any member of the public may voice any concerns to the assembly on non-agenda items. (10 min)*
 - a. Justice Zoto -- Emphasizing the financial future presentations, to take time to look at the spreadsheet and make sure there is more of a discussion based on this.
 - b. Catherine (librarian) -- Thankful for the budget acceptance in making the fleece blankets, worked really well and students took advantage of this. BibliU will be exhibited more.
 - c. Ceci Barron -- Virgen de Guadalupe Event Sunday 3pm-7pm. Join if you would like!
 - d. Jenn Lee -- Spring Training on Saturday February 5th.
 - e. Chloe Cohen -- Appreciate this semester and good leadership. Cannot wait to continue learning.
 - f. Sean Kenney -- In the academics committee please stay after.
11. Adjournment (2 min) 1:07pm
 - a. Motion to adjourn today's meeting.
 - b. Motion passes.

The public is invited and encouraged to attend and participate in all Associated Student Government Senate Meetings. All meetings are open to the public and participation in discussion is welcome during Final Business and Hearing of the Public.