



ASSOCIATED
STUDENT
GOVERNMENT
UNIVERSITY OF SAN DIEGO

Senate Minutes

Thursday, September 23rd, 2021

12:15pm

University of San Diego

1. Call to Order
 - a. Senate called to order at 12:27pm
2. Land Acknowledgement (2 min)
3. Roll Call (3 min)
 - a. Let the record reflect that quorum is met
4. Swearing-in (5 min)
 - a. Senators not yet sworn in join The Speaker at the podium to be sworn in by saying “I will” and repeating the oath
 - i. 2021 ASG Senate sworn in at 12:35pm
5. Approval of the Agenda, September 23rd, 2021 (2 min)
 - a. Senator Arissa moved to approve the agenda, seconded
 - i. No discussion
 - ii. Unanimous approval, motion passes to prove the agenda
6. Approval of the Minutes, May 4th, 2021 (2 min)
 - a. Senator Eliza moved to approve the minutes, seconded
 - i. No discussion
 - ii. Unanimous approval of the minutes from 5/4/21
7. Confirmation of Senate Leadership Team, Committee Chairs, and Coordinators (5 min)
 - a. Motion to approve confirmation of Senate Leadership Team, Committee Chairs, and Coordinators
 - i. Clerk of the Senate: **Amaya Rodriguez Agiss (she/her)**
 - ii. Speaker Pro Tempore: **Alexa Andrade (she/her)**

- iii. Student Life Committee Chair: **Lauren Fettes (she/her)**
 - iv. Academics Committee Chair: **Valentina Rodriguez (she/her)**
 - v. Student Orgs Committee Chair: **Ceci Barron (she/her)**
 - vi. Inclusion, Diversity, Equity & Accessibility Committee Chair: **Siri Dandu (she/her)**
 - vii. Health and Wellness Coordinator: **Jake Dredge (he/him)**
 - viii. Sustainability Coordinator: **Madeline Woo (she/her)**
 - ix. No discussion
 - x. 3 abstain, unanimous vote to approve the motion to approve confirmation of Senate Leadership Team, Committee Chairs, and Coordinators
8. Report from Speaker of the Senate (5 min)
- a. Welcome
 - b. SACBOT meeting tomorrow
 - c. Met with VP Charlotte Johnson
 - d. All committee chair and coordinator positions filled except Athletics Coordinator
9. Reports from Senate Committee Chair and Coordinator
- a. No update
10. Reports from ASG Executive Board (15 min)
- a. President, Justice Zoto
 - i. SACBOT tomorrow
 - ii. Strategic Planning Steering Committee later today
 - iii. VP Charlotte Johnson attended exec meeting on Monday
 - iv. Meeting with Charlotte and Ky Snyder (VP of University Operations) who serve on COVID-19 Action Team next Thursday
 - v. Exec lunch next Tuesday with President Harris and VPs
 - b. Vice President, Ari Sambrano
 - i. Met with Dr. Guerrieri and Sean on August 31, 2021 to talk about COVID-19 protocol, primarily professors in the classroom and students
 - ii. Sent and email to Dean Norton to discuss ASG's new goals for the year and to provide student feedback
 - iii. Professors met with the COVID-19 Action team from last University senate to get clarity, though there is still much

- iii. ASG Speaker of the Senate
 - iv. TPB Chair
 - v. Four Senate Committee Chairs: Academics; Inclusion, Diversity, Equity & Accessibility; Student Life; Student Orgs
 - vi. Non-Voters: Chief of Staff, The Finance Chair, Advisor: Jen Lee Aller
- c. ASG Budget:
- i. \$2.05 Million
 - ii. Breakdown: 40% ASG, 35% TPB, 20% Centers, 5% Reserve
- d. Reserve:
- i. \$65,000 or 5% of budget (whichever is lower)
 - ii. Can only be spent with Senate $\frac{2}{3}$ approval
- e. Endowment:
- i. With the exception of the reserve; 75% of all funds that are unspent and unallocated at the end of the fiscal year will go into the ASG endowment
 - ii. Funds in the endowment will go towards student scholarships
 - iii. ASG did not add any funds to the endowment last year
- f. Senate in ASG Finances:
- i. Senate reviews budget allocations for Fall and Spring and votes to approve the budget
 - ii. Senate receive updates on quarterly spending and can provide feedback
- g. Now:
- i. Quarter 1 ends September 30th
Finance Committee will review Q1 reports
Senate will review Q1 reports
 - iv. Committee will be allocating budget for Spring semester in November
 - v. Senate will vote on Spring allocations at the end of Fall semester
- h. Finance Committee Reallocations Presented by Shyen Hirabayashi (20 min)
- i. Funds allocated for ASG:
- i. Exec, Senate, Operations, and Creative Zone
 - ii. Allocated by line item/initiative
 - iii. ASGBC → Funds allocated in lump sum, distributed to ASGBC
- j. Funds Allocated for TPB:
- i. Funds allocated in lump sum
 - ii. TPB allocates funds internally as they plan events
 - iii. A list of events may be submitted with funding request
- k. Centers:
- i. Funds allocated in lump sum for items requested

1. Funding Guidelines:
 - i. Food: \$8.50 for food per person per meal
 - ii. Supplies: Essential to initiative: \$5 per person, Non-essential to initiative: \$250 per Center/Exec/TPB **TOTAL**
 - iii. Transportation: Not funded - use the Lyft initiative
 - iv. Entertainment: Essential to initiative: \$250, TPB = exception, cannot exceed 15% of semester allocation, Non-essential to initiative: \$0
 - v. Marketing: TPB/Exec = \$2,000 total
 - vi. Only 1 exec member allowed to have marketing budget (PR Chair), not including TPB
 - vii. Centers = \$0, use Creative Zone for initiatives
 - viii. Flyers require the current ASG logo
 - ix. Decorations: \$0
 - x. Swag, giveaways, etc.
 1. \$0 = Centers
 2. Do not require ASG logo
 3. Prizes are not swag, giveaways, etc.
 4. Prizes = \$10 per person receiving prize
 - xi. Conventions/Conferences - \$0
 - xii. Re-requested Events
 1. Max approval is the lower of the new request and original request
 - xiii. Overlapping initiatives
 - xiv. Centers/Exec/TPB must collaborate if initiatives overlap
 - xv. No double funding of overlapping initiatives, give to area taking lead
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 - xviii. Funds
 1. Examples include: Senate Initiatives, Discretionary, etc.
 2. Must have a committee of:
 - a. 1 Exec Member (member requesting the funding)
 - b. Finance Chair
 - c. 2 Senate Committee Chairs overseeing the fund
 3. Allocations over \$250 or 5% of semester allocation must be approved by Senate with a simple majority vote
- m. Things to consider when allocating funds:

- i. Why is this event/program important?
 - ii. Who will benefit from funding?
 - iii. How can we reach new audiences?
 - iv. How can we fund events without overlapping?
 - v. How are groups utilizing the funds they already have?
 - vi. How large is the department's budget?

- n. ASG OPS & Creative Zone:
 - i. ASG Operations
 - 1. Office Supplies: +\$2,000
 - 2. DirecTV: +\$650.00
 - 3. Updates to the third floor of the SLP: +\$75,000

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- p. Creative Zone
 - i. *Social Media Campaign Funding: +\$500

- q. President
 - i. Welcome Week: +\$10,000
 - ii. Lyft Initiative: +\$20,000
 - iii. Discretionary Fund: +\$5,000

- r. TPB:
 - i. Lump Sum: +\$100,000

- s. Speaker of the Senate:
 - i. Food Pantry & Torero Closet: +\$5,000
 - ii. Toreros in Need Fund: +\$25,000
 - iii. Senate Initiatives Fund: +\$10,000
 - iv. Hammock Maintenance: +\$1,000

- t. Finance Chair :
 - i. ASGBC Funding: +\$25,000
 - ii. Center's Discretionary Fund: +\$75,000

- u. Public Relations Chair:
 - i. Team Merch (Polos): +\$3,000
 - ii. Initiative Marketing: +\$1,000
 - iii. ASG Giveaways/Promotional Items: +\$5,500
 - iv. Elections: +\$3,500

- v. Questions
 - i. Lyft (Will there be campaigning and marketing for students to begin to use this?):
 - 1. Marketing for students to be able to use it and more marketing (Will talk with Luchia and Justice funds)
 - ii. Discretionary Fund:

1. Finances in spring: not all will be used to will be reallocated into the spring funds
2. Jen: Over the summer there were over funds
- iii. Lauren: Can this approval process be created for discretionary funds? Senate be aware and be able to vote
 1. Shyen: Finance committee meet at end of year (Sean, Justice and Sarah get to vote on this) small three people committee will approve that
 2. Justice: It is within bylaws and fund created so it would be approved
 3. Jen: Now that we have Committee Chairs they will be selected and asked to be part of these decisions.

12. 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. Catherine Paolillo (member of public):
 - i. Night librarian at Copley until 2am
 - ii. Group study rooms open and need to reserve these rooms
 - iii. Looking for student input on how to better supports group organizations

13. Adjournment (2 min)

- a. Adjourned meeting passed unanimously

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.