

May 23, 2016 RSAC Agenda and Minutes

Highlander Empowerment Student Services
 Referendum Student Advisory Committee (RSAC) Agenda

In attendance: (5 voting members required for quorum)

Department	Department Staff Representative	HESSR Student Representative
ASP	Ken Simons -- Present	Nadine Isaacs - absent
APSP	Billy Caganap – Present	Alana Anguran- absent
CSP	Estella Acuña- Present	Jessica Urquidez- Present
LGBTRC	Nancy Tubbs- Present	Johnson Pham- Present
MESC	Tina Aoun- Present	Arman Azedi - Present
NASP	Joshua Gonzales- Present	Joshua Little- Present
WRC	Joe Virata - Present	Ambar Osorio - Present
Chancellor's Designate	Cathy Eckman - Absent	
Student Affairs Staff		
	Joe Virata, Asst. Dean of Students - Present	
	Brandy Quarles-Clarke, MSO, Dean of Students Office - absent	

- Meeting Begin 7:09 pm

No quorum yet, Item number 5 can be discussed.

1. Review & Approve minutes from May 16, 2016 meeting.

Motion made by	Second	Motion	Yes	No	Abstain
Jessica	Johnson	Approve minutes with changes discussed	5	0	0

Josh has a correction to his submission spreadsheet from last meeting. He will correct and resubmit.

2. Review departmental Spring Budget Forms:

Vote on requests for any adjustments to each departmental budget since the Winter Revise

APSP

\$3324 carry forward in budget sheet to be used for student staff.

An additional \$7500 due to cancelled performance is coming in, but will be incorporated as programming in the new year.

Approved at Director's discretion, with conversation with Rep.

ASP

\$302.18 – Would like to consult with staff to define fund use

CSP – No carry forward to request

LGBTRC - \$2853 to be used for marketing and brand redesign

MESC -- \$2000 to be spent on student staffing

NASP – no carry forward to request

WRC -- \$40K due to staffing/hiring challenges

Vote on plan for using any carry-forward

Motion made by	Second	Motion	Yes	No	Abstain
Johnson	Ambar	Approve as submitted and discussed	5	0	0

3. Review of latest Procedures draft

Is it necessary to include the Explanation box regarding adjustments? All departments moved funds within approved categories. No new categories were created.

Students are supportive of removing box 1. It is more important to explain adjustments during the mid-year adjustment report. Procedures Subcommittee will make the adjustment and resubmit.

Remaining work of the sub committee will be done via email.

Student Tasks will be added to the procedures

4. Update on Web Page progress

Joe will distribute update information that has been submitted so far regarding the website.

Photo day will be arranged, or individual photos will be collected.

5. Discussion of overall RSAC experience and suggestions for improvements

Guidelines about what roles students should play outside of the RSAC meetings and subcommittees.

Short meetings with Directors. Students are seeking ways to be more involved with understanding the programming

There is an openness to having regularly scheduled meeting between student reps and directors

Some departments are already regularly meeting with Department, RSAC rep, ex-Officio & Diversity Council rep. This is easily done with all departments. All departments agree by consensus

What is the nature of the relationship with RSAC reps & Directors

Time constraints during meeting is a factor that prohibits more meaningful communication.

Exploring ways to avoid being a programming board.

6. Discussion of volunteer summer work on RSAC projects

Procedures draft

Review Website

BCG facilitation

Move to adjourn

Johnson/Jessica