ASSOCIATED STUDENTS, INC.
California State University, San Bernardino

BOARD OF DIRECTORS 　　　**MINUTES** 　　　**FEBRUARY 28, 2025**

The meeting was called to order by the President, Carson Fajardo at 10:07 a.m.

Present: Carson Fajardo, Diego Rendon, Autumn Hudson (Zoom/in-person), Alondra Lopez (Zoom), Megha Babu, Dominic Bertolo, Jesus Ramirez-Castillo, Jeidi Carrion-Fajardo, Niamh Murphy-Gonzalez, Christian Gordo (Zoom), Alaina O'Connell, Amanda Reigle (Zoom), Juan Sibrian (Zoom), Melis Yurdakul (Zoom), Ayanna McAlister, Ashley Smith, Dr. Haakon Brown (Zoom), Kim Hunsaker and Dr. Michael Rister.

Absent: Dr. Paz Oliverez.

Guests: Herbert Gonzalez, Kevin Cleppe, Dr. Bradford Owen and Gerard Au.

APPROVAL OF THE MINUTES:

The minutes of February 21st were approved.

ADOPTION OF AGENDA:

The agenda was adopted.

EXECUTIVE OFFICER REPORTS:

President: President Fajardo met with representatives from Cal Maritime Academy and Cal Poly SLO to discuss their integration plans for the upcoming year. He attended the Outside Chief Investment Officer candidate visits for the Philanthropic Foundation Board. He will be attending The Discover CSU: Riverside Student Day alongside Juan Padilla to encourage prospective high school students to stay in the Inland Empire and make an impact in their local communities. He sent an email to students providing resources and information for those who are undocumented. The Vital and Expanded Technologies Initiative (VETI) grant deadline has been extended. He is working with Derek Sweem and Anthony Roberson on a grant proposal for fridge lockers to provide secure storage for groceries or packed lunches, especially for commuters who spend long hours on campus.

Executive Vice President: Mr. Rendon stated that due to a power outage, the Donuts with Diego event has been rescheduled for March 3rd from 12:00 p.m. to 1:00 p.m. He reminded the Board to submit their monthly reports. He met with representatives from Cal Maritime Academy and Cal Poly SLO to provide feedback on ASI operations, particularly how ASI works at satellite campuses. He conducted interviews for the three vacant Board positions. He had an interview with the Academic Success and Undergraduate Advising department. He will be meeting with Mr. Gonzalez and Ms. McAllister to discuss Howl Squad updates today. He is planning to attend the Philanthropic Foundation Board Retreat with President Fajardo this weekend.

Vice President of Finance: Ms. Hudson held meetings with several clubs including the Math Club to discuss their major events for this semester. She met with Dr. Rister to discuss the budget for the next academic year.

Vice President of Palm Desert Campus: Ms. Lopez recorded social media content for both ASI and other campus departments in order to promote upcoming events. She has several meetings scheduled with club officers next week to discuss their needs and concerns.

EXECUTIVE DIRECTOR REPORT:

Executive Director: Dr. Rister met with Ms. Hudson to discuss the budget for the 2025-2026 academic year. The budget was created without considering the potential passing of the referendum since the timing does not align with the budget approval process. This avoids the need for reanalysis if the referendum does not pass. He is working with Dr. Stacey Ortiz from the College of Education who oversees doctoral programs to discuss the possibility of involving graduate students in research projects related to higher education within the Division of Student Affairs (DSA) departments.

OPEN FORUM:

Dr. Brown stated that an upcoming workshop which is focused on using AI for career development will be hosted by the Hospitality Management Program at PDC next week.

GUEST SPEAKER:

Kevin Cleppe, Assistive Technologist for Accessible Technology Services introduced himself and discussed Speechify, an AI-powered text-to-speech tool that supports students with reading challenges like dyslexia, ADHD, and dysgraphia. He stated that the tool has greatly benefited students with disabilities by improving their reading comprehension and study habits. This past year 100 licenses were provided through the VETI grant which were promptly acquired by students. He is now exploring options to renew these licenses with the possibility of expanding access to all students for $10,000. He is seeking suggestions for funding the renewal.

Discussion ensued.

Mr. Bertolo raised concerns about potential limitations with the Speechify software, particularly regarding text-to-speech rates. He also asked whether additional fees might be required for students to fully utilize the tool and if it would be easily accessible through the CSUSB portal. Mr. Cleppe explained that there are no known limitations on the premium version of Speechify and students have unlimited access once they are on the premium plan. The only differences between the free and premium versions are the reading speed and quality of voices with the premium version offering more natural-sounding voices. He also mentioned that Speechify can be integrated with Canvas which would allow students to automatically import their course materials.

President Fajardo inquired about the possibility of receiving another VETI grant for the Speechify program. Mr. Cleppe explained that the VETI grant is intended for pilot projects and provides funding for new initiatives to be trialed on campus. The grant is not designed for long-term funding and after the initial implementation, it is up to the department to secure further funding if the project proves to be successful. Since Speechify has gained traction, he is now seeking alternative funding options such as donations to continue the program for another year.

Dr. Brown clarified that if the VETI grant were to be pursued for campus-wide funding it would be different than what was previously funded as the prior grants were SSD-focused. He encouraged Mr. Cleppe to apply for the grant, noting that the VETI committee which has a student majority is likely to support proposals benefiting a broad number of students.

OLD BUSINESS:

BD 19-25 M/S Rendon/Yurdakul: Revision of the ASI Bylaws. (Second Reading)

Mr. Rendon deferred to Mr. Gonzalez who briefly reviewed the Bylaws.

President Fajardo pointed out a contradiction in the attendance policy for executive officers. The policy initially states that they must attend all regularly scheduled Board meetings in person, however, further down it mentions that they can attend up to four meetings virtually in lieu of an absence. He suggested that the Board address this inconsistency in the language.

M/S Rendon/Ramirez-Castillo: To strike "Student Executive Officers of the ASI BoD are required to attend all ASI BoD meetings in-person and not miss four (4) meetings in an academic year. Student Executive Officers who failed to attend four (4) regularly scheduled meetings in an academic year will be removed from office. Executive Student Officers of the ASI BoD who fail to attend (4) regularly scheduled meetings in an academic year may be removed from office"

Ms. Lopez inquired if this would apply to the Vice President of PDC. President Fajardo replied that it does not. If a regularly scheduled meeting takes place at the Palm Desert campus, the policy allows Board members, including executive officers, to attend virtually, effectively flipping the expectation for in-person attendance.

Ms. Reigle sought further clarification, asking if executive officers elected from PDC would have the ability to attend via Zoom as the Vice President of PDC would under the current policy. President Fajardo confirmed that executive officers would be able to attend meetings virtually if they were based at PDC. He explained that the policy allows flexibility for Board members and executive officers who are in such situations but expects them to be in the boardroom when physically present on campus.

Ms. McAllister arrived at the meeting.

Ms. Smith arrived at the meeting.

Ms. Hudson arrived at the meeting.

Vote on amendment passed (8/1/8).

Ms. Carrion-Fajardo left the meeting.

Ms. Reigle pointed out a discrepancy in the language regarding the $3,000 line item transfer between San Bernardino and PDC. While PDC specifies that the transfer can only happen once per semester, the language for San Bernardino does not include this limitation. She asked whether both campuses should adopt the same language, either adding the once-per-semester limit for San Bernardino or removing it for PDC.

Dr. Rister recommended implementing a limit on line item transfers, particularly due to audit concerns. He explained that frequent transfers could create confusion as it would appear that the budget allocation is being altered after it was approved. He stressed the importance of maintaining transparency and consistency in how funds are managed. He proposed aligning the language between the two campuses to clarify whether the $3,000 limit is per semester or per year.

President Fajardo pointed out that the language for PDC already specifies that the $3,000 transfer can only be used once per semester. He acknowledged that the discrepancy arises from the different wording for San Bernardino. He suggested that the language for San Bernardino be amended to match PDC making it clear that the provision can only be exercised once per semester.

M/S Rister/Sibrian: To have the language mirror the San Bernardino side stating that these provisions can only be exercised once per semester.

Ms. Hudson discussed the discrepancies in the language between San Bernardino and PDC, highlighting that while San Bernardino mentions a $500 limit for transfers between accounts, PDC lacks a similar provision. She emphasized the need for consistent language across both campuses and suggested that the language for San Bernardino includes similar restrictions as PDC regarding transfers between accounts and not just between line items.

Dr. Rister asked for clarification regarding the motion.

President Fajardo clarified that the current motion involved adding the "once per semester" restriction for both $500 and $3,000 transfers under each campus provision. He indicated that the motion could be amended if needed but that the main focus was on ensuring consistency between the two campuses.

Discussion ensued.

Vote on amendment passed (10/0/6).

A roll call vote was conducted as follows:

In Favor: Babu, Bertolo, Ramirez-Castillo, Fajardo, Murphy-Gonzalez, Hunsaker, Lopez, O'Connell, Rendon, Rister, Sibrian and Yurdakul.
Opposed: Hudson and Reigle.
Abstentions: Brown and Gordo.
Vote on amended Bylaws passed (12/2/2).

NEW BUSINESS:

BD 20-25 M/S O'Connell/Bertolo: Discussion on the implementation of ChatGPT Edu at CSUSB.

Ms. O'Connell deferred to Dr. Owen who introduced Mr. Au and himself, noting that they had prepared a presentation on ChatGPT for the Board.

Mr. Au explained the exciting potential of ChatGPT and its rapid growth. ChatGPT is a generative AI tool that answers questions, summarizes documents, generates ideas and supports research in a conversational way. He introduced the CSU's new system-wide license for ChatGPT Edu which is a version tailored for educational use. CSU's contract with OpenAI provides 500 licenses at no cost to faculty, students and staff. The system will be managed centrally by the CSU Chancellor's office but allows each campus to manage its own workspace and data. Unlike the regular ChatGPT, the CSU version ensures that data is not used to train OpenAI's models. He emphasized the affordability of the CSU license which is offered at a fraction of the cost of individual licenses. He also discussed the features available with the CSU license which include different models like ChatGPT 4.0, custom GPTs for specific campus needs and access to the tool via web and mobile apps.

M/S Rendon/Ramirez-Castillo: To extend the meeting for 15 minutes. Passed unanimously.

Dr. Owen briefly addressed the necessary adherence to CSU and CSUSB policies regarding information security and academic integrity in the use of ChatGPT. He also highlighted the AI Commons site created by the CSU Chancellor's Office where students, faculty and staff can access resources including a self-guided course for students to become familiar with generative AI. Support will be provided through the Technology Support Center. He shared that the rollout is progressing with 110 faculty already using the tool. Faculty leadership has recommended delaying student access until the summer semester to give instructors time to adjust their courses and pedagogy for integrating generative AI into their teaching.

Dr. Rister asked whether the version of ChatGPT being considered would pull information from just CSUSB-specific data or from the entire web. Mr. Au replied that information would be pulled from the entire web similar to the current version of ChatGPT.

Dr. Rister then questioned the reason for delaying student access to ChatGPT given that many students are already using AI tools which includes ChatGPT and suggested there might be no strong reason to postpone its official adoption.

Dr. Owen responded by pointing out that recent data shows 80-90% of undergraduates already use AI tools like ChatGPT without official endorsement from the campus. He emphasized that the delay in student access was meant to give faculty time to adjust their courses and teaching methods as there was concern that the campus might be seen as endorsing AI use by officially providing access.

Mr. Bertolo expressed concern about delaying student access to ChatGPT, noting that the tool has been publicly available for over two years and that faculty should have had enough time to adapt. He argued that restricting student access could be harmful especially for those who can't afford premium subscriptions for AI tools. He pointed out that the CSU system has already paid for these tools and delaying access would only penalize students who are financially constrained. He further suggested that AI adoption is already happening across various industries so delaying access for students might not be justified.

Ms. O'Connell raised a question about how the official adoption of ChatGPT would affect faculty members who have explicitly prohibited its use in their course syllabi.

Dr. Owen clarified that the official adoption of ChatGPT by the university would not force faculty members to use or endorse AI in their courses. Faculty still have the authority to establish their own policies regarding AI usage including whether to prohibit it or integrate it into their teaching. The university's decision to provide ChatGPT access to students would not override individual faculty discretion on the matter.

Dr. Brown acknowledged that AI can be useful and that he personally subscribes to ChatGPT, however, some faculty members are slow to adopt AI while others have already integrated it into their teaching. He pointed out the lack of a clear, official policy regarding student use of AI in classrooms which is creating uncertainty. Although tools like Turnitin can detect plagiarism, detecting AI use is more challenging. He emphasized that faculty were not consulted at the CSU level regarding the adoption of ChatGPT which has led to discussions within the Faculty Senate about creating policies. He suggested that while students could benefit from using AI outside the classroom a formal policy would be necessary to manage its use in academic settings.

Dr. Owen responded by explaining that a policy on AI use in instruction had already been adopted by the Faculty Senate which allows faculty to decide how to incorporate or prohibit AI tools in their classes. He emphasized that this policy is sufficient and that no further prescriptive policies are necessary at this time.

M/S Rendon/Ramirez-Castillo: To extend the meeting for 15 minutes. Passed unanimously.

Discussion ensued.

Dr. Brown clarified that the Faculty Senate had already amended the policy on academic dishonesty prior to the announcement of the ChatGPT rollout, however, the policy did not account for AI use. He explained that faculty needed more time to consider how the availability of ChatGPT would affect academic integrity. He acknowledged the importance of AI in the

workforce but emphasized that faculty wanted time to assess the potential impact of ChatGPT on their courses and policies.

M/S Rendon/Reigle: To extend the meeting for 15 minutes. Passed unanimously.

Mr. Au suggested that ASI collaborate with other ASIs across the CSU system to gather insight regarding the rollout of ChatGPT. He acknowledged that some larger campuses are planning a roll out by the end of March and urged ASI to find a balance between addressing faculty concerns and ensuring students, especially those graduating this year, are not left behind.

Discussion ensued.

Discussion closed.

BD 21-25 M/S Lopez/Rendon: Discussion on dates for hosting a Board meeting at the Palm Desert Campus.

Ms. Lopez proposed March 27th as the date for the Board meeting at PDC, suggesting a time change from 4:00 p.m. to 6:00 p.m. due to the Evergreen event at PDC. She encouraged everyone to attend the event in particular for new Board members to become familiar with the campus. She plans to send a poll through GroupMe to confirm availability.

President Fajardo reiterated the importance of confirming Board members' availability since the proposed meeting time and date would affect quorum. He mentioned that carpooling to PDC could be arranged but for those unable to attend in person, a Zoom option would be provided.

Ms. Hudson asked if the proposed meeting time and date would count against attendance according to the Bylaws since it was not a regularly scheduled meeting.

President Fajardo confirmed that since the meeting time and date were being adjusted, it wouldn't count as a regular meeting or absences for the year.

Ms. Lopez clarified that if the proposed meeting time of 4:00 p.m. to 6:00 p.m. didn't work for everyone they could consider changing it to 5:00 p.m. to 7:00 p.m.

M/S Sibrian/Rendon: To table BD 21-25 until the next Board meeting. Passed unanimously.

REPORTS:

College of Business & Public Administration: Mr. Rendon delivered Ms. Yurdakul's report on her behalf. She is working on scheduling a meeting with student leaders and Dean Tomas Gomez-Arias. She plans to collaborate with Ms. Stone to discuss organizing a semester-ending event for students. She intends to visit classrooms with professor approval to talk with students about ASI. She will be attending the Riverside County State of Education Address on March 5th.

MOTION TO ADJOURN

Meeting adjourned at 12:43 p.m.

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Diego Rendon
Executive Vice President