

ASSOCIATED STUDENTS OF NORTHERN ARIZONA UNIVERSITY  
STUDENT SENATE  
THIRTY-FOURTH SESSION  
THURSDAY, 27, 2022  
ZOOM

Date: Monday 31, 2022

Number on Council: 12

Date of Senate Meeting: January 27, 2022

Number Present: 12

Prepared by: Truong Nguyen

---

Jacob Carter, Senate Chair, called the Senate meeting of the 2021-2022 Associated Students of Northern Arizona University Senate to order at 4 pm in the ASNAU Zoom meeting room.

**Roll Call**

Senators:

Senator Arnold

Senator Handlong

Senator Trachsel

Senator Cinader

Senator Soto-Velasquez

Senator Nielson

Senator Kolasinski

Senator Machelor

Senator Muneno

Senator Castro Encinas

Senator Leedy

Senator Fox

**Approval of the Minutes**

If there are no changes, the minutes are approved.

**Call to the Audience**

ITEM A: Patty Allenbaugh

Motion to bring ITEM A to the floor

First: Senator Muneno

Second: Senator Handlong

Patty: Thank you for having me here. The picture changes depend on what event is going on. For iPhone users, we have digital Jacks card. I highly recommend using a digital card. This is Louie Go, you can see your classes, grades, graduation status, and account status. A feature that was updated was your advisors and mentor for your major and minor. You can also email them through here. This is your ASNAU screen. This screen is a place where you can explain who you are within ASNAU. We also have a feedback button for any students to use. We attached your contact information down below. Another thing I want to show you guys, we also have the communication center. We have what is called opted in channels. If you would like to opt in to one, then you can check this box. Academic notification notifies deadlines. Parent channels for

parents. Transfer channel is for transfer students. The Flagstaff campus event channel is for students on campus to be notified. Content request form, for requesting any content on NAU Go. Featured item can be used...look at zoom.

Push notification, for smaller items. Anything can be included such as images and links. That is all I have. Do you have any question that I talked about?

Senator Machelor: Thank you for coming. I love the opt-in channels. A few of my friends have a problem with Louie go, that is we get log off after a day. So do you have a solution for that issue?

Patty: that is a security function. This is because Louie Go can display your personal information. We want to make sure your information safe.

Senator Machelor: Thank you.

Senator Arnold: What is a time frame on how long the request would be returned?

Patty: we have a calendar with all requests. The sooner the better. A week before we publish the info on the app. You should give yourself a month. This will allow us to exchange any question and approval.

Chair Carter: Is there a form to request or do we email you?

Patty: The form is here (<https://in.nau.edu/naugo/content-request-form/>).

Chair Carter: Are we currently advertising the graduate entry exam reimbursement?

Patty: No, there is not. We are currently only advertising basic, non-timely information. We can add something else and you would only have to let us know.

Chair Carter: Thank you

CHQ Manager Trevor: So the CHQ has changed. How would we able to change that?

Patty: As a matter of fact, you do have one student who is trained in helping you doing that to change. Are you able to come in to change the time?

Kylie: Yes.

Shelby: Kylie and I worked on this section for the app. So if you have anything you would like to add in, please contact Kylie or me.

Chair Carter: Senator Arnold mentioned the lection. It would be really good to advertise about the election and dean forms.

Patty: We want to make sure this a university wide event. So we want to make sure the event is a bigger event for it to be a featured event. If you submit a request, we may recommend a different category.

Chair Carter; those are very helpful event. Thank you. Do we have any more question, comment?

Patty: we are hiring. All we want is the student to have knowledge on Adobe programs. And be a sophomores and up. We provide lots of experience and training. Thank you.

Chair Carter: Thank you for coming!

### ITEM B SB 34-60 Jacob Baker

Motion to bring ITEM B to the floor

First: Senator Machelor

Second: Senator Cinader

Chair Carter: Now we will be discussing the reimbursement bill for Jacob Baker

Senator Fox: This is the fifth person from last week. They were individuals who independently worked for their project. But they has similarity on the topic and they were able to present at the same time.

Chair Carter: Was this event approved on TrueBlue.

Senator Fox: This was not a TrueBlue approved. However, there were many events not sponsored by NAU but were approved by ASNAU reimbursement.

Motion to approve SB 34-60 for Jacob Baker

For: 12

Oppose: 0

Abstention: 0

Motion is passed to approve SB 34-60 to reimburse \$793.07 to Jacob Baker

ITEM C SB 34-61 Beta Alpha Psi

Motion to bring ITEM C to the floor

First: Senator Machelor

Second: Senator Trachsel

Senator Fox: This is a very cool event for these individuals. They are asking for the full amount because it costs more than 2,000.

Senator Trachsel: Can we have more information for this group?

Senator Leedy: They are a profession fraternity.

Motion To Approve SB 34-61 for Beta Alpha Psi

For: 12

Oppose: 0

Abstention: 0

Motion is passed to approve SB 34-61 to reimburse \$2,000 to Beta Alpha Psi

ITEM D SB 34-62 Men's Ultimate Frisbee Team

Motion to table ITEM D to next Senate meeting

First: Senator Trachsel

Second: Senator Cinader

For: 12

Oppose: 0

Abstention: 0

Motion is passed to table Item D to next Senate meeting

**Unfinished Business**

**New Business**

**Executive Reports**

- a. President: Maylee Acosta

I am so proud of the progress I'm hearing about on all your projects. The Climate Resolution is receiving so much traction and support - Jacob, Brendan, and everyone who has been helping with this, your hard work is appreciated. This is a testament that your efforts are valued and meaningful. Keep up the great work! Elections packets will be available next week!! I hope that everyone who is not graduating will consider returning in one way or another. If you have friends that would be interested in a part-time, low

commitment job on the elections commission, please have them apply on Handshake. That is all, I yield my time.

b. Vice President of Student Affairs: Laurel Stempak

Hello, I hope you're all having a great week! This week I attended faculty senate, worked with WHC on some of our future events, I'll let Kinsey talk more about that, and am planning a gap and gown exchange with Maylee and Career Development more details to come there. Please sign up to staff the Career Exploration Fair on 02/23 it is on Teams on the tabling tab. Thank you.

c. Vice President of Student Affairs: Kinsey Kavanagh

Hello everyone! KMA distribution is Saturday 1 p.m. at the Skydome. Anyone is welcome! KMA shirts are in. Please sign out when you grab yours and yes you can grab some for your STUDENT roommates. Also front desk and CHQ are looking for people to fill some gaps. I sent the times in group me. Please let me know if you are interested. Alright that's it! See some of you Saturday!

a. Vice President of Government Affairs: Matt Billings

This week I worked on the election day attendance policy. After Senate today, I will send out an update on when the community engagement committee will be meeting. Director Best and I reached out to Marissa Griffin about a voter registration competition with Greek Life. I emailed Senator Trachsel and Director Best for some help with the Town Hall event in about 3 weeks. I apologize for not having office hours in person this week but I will be back next week.

b. Chief of Staff: Shelby Varner

Hello! If you follow our Instagram, you probably saw that I redid our highlights so that they're more informational. On Tuesday I attended Legislative Committee to suggest changes to the COS Staff part of the bylaws, which you'll be voting on shortly and today I met with Sarina to finalize the new reimbursement form. We have confirmed our 3<sup>rd</sup> concert of the semester for a huge artist (they have almost 10 million monthly listeners) on March 25<sup>th</sup> so stay tuned! My major project for this semester is trying to build a new ASNAU website, so if you want to help let me know! Have a great weekend, I yield my time.

c. Senate Chair: Jacob Carter

Hello everyone! This week I have been working setting up check-ins with our new Senators and committee chairs to make sure we are getting into the groove of things as the semester progresses. I have been working with the New York Times on the issue of expanding subscription access to all NAU undergrads; myself and Kinsey are meeting with him next week, so Senators - please use your group access, you should have received an email back in November for those returning. If you have feedback, send it my way next week. I have also been working on hiring new Senators for the team - we have one person interviewing next week. Finally, our Climate Declaration Resolution is receiving a ton of traction - we currently have endorsements from the GreenJacks, Faculty Senate, NAU Regents Professors, and the Environmental Caucus. Next week, I will be presenting to the Sustainability Committee with the GreenJacks President to get their endorsement as well. Vice-Chair Trachsel is also working to secure another endorsement. Our goal is to send a letter President Cruz-Rivera informing him of the broad coalition of support we have garnered and asking him to make a public commitment for carbon neutrality by 2030 on Earth Day in April. I want to conclude by

saying these past three weeks have been super busy for ASNAU, but that is a good thing y'all - we are doing amazing work!

### **Staff Reports**

a. Executive Assistant: Antonio Gilbert  
No report.

b. SSA Director

i. Tyler Best

Hi all, this week has been used as a prep week for some upcoming projects along with some follow through with some continuing ones. First a few updates. I followed up with Campus Dining and the process to begin updates for the Fall 2022 meal plans is beginning in mid February. The 7 meal plan option that I proposed is on the table and will be discussed then. As for the proposed plan of donating meal swipes that are unused to the Meal Swipe program which provides meals for those with food insecurity, it has gained massive traction inside the department in light of the ABOR Student Regents report on food insecurity in Arizona public universities. This has a high likelihood of making it as an official program next fall. Secondly, the Town Hall with Secretary of State Katie Hobbs is in two weeks. Here soon we should have official posters and advertisements so make sure that you get those out there. This event will be over zoom on February 14th from 4 - 5:30pm. This semester I am taking on three new projects at the moment. First, I have been looking into the athletic fee to see where those funds are being used. First major finding was that the new athletic facility is around 60% of the entire fee. Which is quite a lot for a facility that is very limited to students. I am working with VPSA Kavanaugh and President Acosta to learn more. But real fast there is an important contextualization behind this new athletic facility. They will be offering exercise science and nutrition classes and research in this new facility so it is not completely exclusive to just athletes. I will keep you all updated when I learn more. Second, I am looking into what is causing the massive waitlist in counseling services on campus and if there is anything we can do to alleviate that issue. If you are interested in this project please reach out to me or come to an advocacy committee meeting. Finally, I am starting a project where I am looking at adding a new method for departments and campus organizations to receive significant feedback from students. I have noticed that most of the issues on campus can be traced back to inaccurate information about what students want on campus. Giving departments and NAU another way to stay better informed about what the students want and need should help fix issues at their core and not require as much of advocacy for change. That is all for now, I yield my time.

c. Public Relations

i. Graphic Designer: Sergio DelGrande

This week I had the first meeting with the COS Staff, I also finished up edits with the election packet Instagram posts, I also created the Career Exploration Fair Flyer, Digital Sign, and Instagram posts and did some edits on the NSG banner. I also plan to start working on a logo today for the High Pines Award Ceremony and working on a Infographic for CTFs.

- ii. Social Media: Kylie Brennan  
No report.
- iii. Videographer: Rafael Rodriguez.  
This week I attended my first staff meeting with Shelby and the other members of the department. I also had a meeting with Brendan Trachsel on a new video idea for the NAU 100 classes which I have started working on.  
With all of this being said, I respectfully yield my time.
- d. Special Events Coordinator: Bridgette Bowers  
No report.
- e. New Student Government: Teddy Woolsey  
No report.
- f. Front Desk
  - i. Jordan Kittle  
No report.
  - ii. Morgan Bagovich  
This week we have worked on getting the KMA shirts into the office and put away. Please make sure to check out your shirt at the front desk when you are in the office next! We have also been getting ready for tabling by preparing the cart, which is now behind the front desk. Instructions for tabling will be taped on the wall above the cart and will be in the cart when you need it. I hope you all have a great rest of your week and weekend!
- g. Diversity Coordinator:
- h. Sustainability Coordinator: Ally Parker  
This week, I dropped off boxes for thrift jacks to Taylor Hall. Tomorrow from 2-4 pm Thrift Jacks and Reilly hall are having a clothing swap. I also attended the women's health committee this week and on Saturday I will be passing out KMA shirts. Thank you I yield my time.
- i. Awareness Coordinator: Jaime Palma  
This week I have been continuing my work on the Narcan presentation, which I hope to present in the near future. I have also been working with senator Cinader in order to come up with possible ideas for mental health awareness week. Thank you and I yield my time.
- j. CHQ Manager: Trevor Burich  
Hello everyone! This week CHQ wasn't super busy BUT we finally got our KMA shirts in! I spent most of Wednesday bringing about 35 boxes of shirts from Campus Surplus on South Campus. The backroom is filled to the brim with boxes so we will have a system put in place for organization. We also moved the printer out of the old CHQ room and into the main office so CHQ has a printer for clubs and we all still have our regular ASNAU printer. That's all I have today, I yield my time.
- k. Senate Clerk: Truong Nguyen.  
No report.
- l. Senate Parliamentarian:

### **Committee Reports**

- a. Appropriations Committee: Senator Fox  
Hello all. This week we held chair elections, there was a tie and Senator Fox and I are co-chairs for the appropriations committee. We will be switching and designating tasks, such

as I will read reports and Senator Fox will present the bills. If one of us is out, we will present both. During our appropriations meeting this week we passed three bills for senate. Senator Fox, President Acosta, Administrative Assistant Kilman, Michelle, Senate Chair Carter and many others have been working on figuring out some bumps in (complicated) receipts in the reimbursement process. They are all working hard to make the reimbursement process smoother and easier for individuals and clubs seeking reimbursement. Thank you. That is all for this week. I yield my time.

b. Legislative Committee: Senator Handlong

Hello everyone! This week, I invited Shelby to join committee to discuss and initiate some changes in regards to a few positions under the Chief of Staff. We amended Articles 20 and 21, and split the Public Relations Department (which was originally Article 22) into three new articles that entail information on the duties of the Social Media Coordinator, Videographer, and Graphic Design Specialist. We also made additions to the duties of the Special Events Coordinator, all suggested by Shelby. The committee also wanted to point out that since there were numerical changes made, we will fix those next week after these changes are made this week.

Senator Handlong: I invited Shelby to Legislative to discussion some changes under the Chief of Staff position. All of these were suggested by Shelby. In addition, if we vote on the grammatical errors today, the rest of the By-law will be adjusted based on that grammatical correction.

Shelby: A lot of these like 12, 13, and 14 (Article 20) were marked for consistency. I also thought that we should have up to three front desk assistants because since we can have up to three associate directors.

Motion to approve the amendment for Article 20

First: Senator Fox

Second: Senator Handlong.

Discussion:

For: 12

Oppose: 0

Abstention: 0

Motion is approved to amend changes for Article 20

Senator Handlong: a lot of these consists of the word By-laws being lower case or upper case. So we were just correcting those into appropriate capitalization. 3 and 4 (Article 21) should be in there for clear explanation on the position to help with ASNAU recruitment. 8 and 9 consists of consistency as well to explain the position.

Motion to approve the amendment for Article 21

First: Senator Fox

Second: Senator Handlong

Discussion:

For: 12  
Oppose: 0  
Abstention: 0  
Motion is approved to amend changes for Article 21

Chair Carter: It looks like this change for Article 22 is just separating the public relations into their own article.

Motion to approve the amendment of adding Article 22.

First: Senator Handlong  
Second: Senator Cinader

For: 12  
Oppose: 0  
Abstention: 0  
Motion is approved to add Article 22 into the By-laws

Shelby: The addition of Article 23 is just the separation of the Videographer position from the other public relation positions. For clearer explanation of the future responsibilities.

Motion to approve the amendment of adding Article 23.

First: Senator Handlong  
Second: Senator Soto-Velasquez.

For: 12  
Oppose: 0  
Abstention: 0  
Motion is approved to add Article 23 into the By-laws

Shelby: Again, same thing. This change is just for the position to have its own article.

Motion to approve the amendment of adding Article 24.

First: Senator Handlong  
Second: Senator Cinader

For: 11  
Oppose: 0  
Abstention: 0  
Motion is approved to add Article 24 into the By-laws.

Shelby: I added section 1 and 2 to add in specific responsibilities for future ASNAU so they know what to do.

Motion to approve the amendment of adding Article 25.



First: Senator Handlong  
Second: Senator Castro Encinas

For: 12

Oppose: 0

Abstention: 0

Motion is approved to add Article 25 into the By-laws.

c. **Advocacy Committee: Senator Cinader**

Last week Advocacy had its first meeting of the spring semester. We have a lot of projects that we have started working on and are hoping to be able to finish by the end of this semester. We plan on continuing work with the disability resources, looking into scholarships, the athletic fee, meal plans, and mental health counselors. Lastly huge shoutout to Tyler for his continued hard work with the website, we have had about 80 student submissions for the student issues network since we have come back to campus which is huge.

**Senator Reports**

**College of Arts and Letters**

a. **Senator Arnold**

I have been working with my clubs. Lots of them had questions about reimbursements. I am still trying to get used to them because I have new clubs. I am very excited to work with them. Thank you, I yield my time.

b. **Senator Handlong**

No report

**College of Social and Behavioral Sciences**

a. **Senator Trachsel**

This week I attended the Environmental Caucus meeting where I have the following updates:

- The CAP was presented to President Cruz-Rivera in December, who was fully supportive and is hoping to create the executive structure to support it
- When it comes to initial investments, “low-hanging fruit” will be funded first
- A new heating system would likely need to be operated by a third party due to high capital investment
- One aspect of the plan is to have an overall culture of sustainability, one recommendation for that is having a “commitment to sustainability” in all job descriptions. ASNAU can do that on our own if we wish.
- If you have questions, please reach out! A lot was covered at that meeting.

I wrote my first bill for Appropriations which was so exciting! Shout out to Sarina for making templates SO easy. Also on Monday, I met with Videographer Rodriguez about a video for NAU 100 courses and continued communication about potential constitution changes. Tuesday, I reached out to the Staff Advisory Council president about endorsement of the Climate Emergency Resolution and on Wednesday, as some of you saw, I scrounged the office looking for info on some potential projects. Finally, earlier today I met with Senate Chair Carter about my role as Vice Chair going forward. Happy end of January everyone and I yield my time.

## College of Health and Human Services

### a. Senator Cinader

This week I met with Senator Soto-Velasquez, and Dean Bounds in order to confirm a plan for this semester's dean event. We finalized a time for the event, and are planning to have it in early April.

### b. Senator Soto-Velasquez

Monday: Had my office hour in the morning and spent my hour prepping for Leg Committee reading bylaws and our constitution. Attended the first WHC of the Semester! Tuesday: Attended Legislative Committee was given an assignment for position and had a phone call with fellow Senator Cinader regarding our dean event and prep before our call with Dean Bounds. Wednesday: Had a meeting with Dean Bounds! Things went well, we already have an idea and date! Met with Senator Cinader after our Dean zoom call. Thursday: Attended my Office Hour, wrote my senate report as well as emailed Senator Handlong and VPAA Stempak regarding legislative committee. Friday: Will be attending Appropriations Committee as well as a special session with Leg Committee.

## College of Education

### a. Senator Nielson

No report.

### b. Senator Kolasinski

This week I got in touch with more of my clubs and answered any questions they had. I also went to NSG on Wednesday and am very excited to see what they do this semester. They have some amazing ideas. I also went to appropriations and wrote my first bill, which was both exciting and terrifying. Thank you for your time. I yield.

## College of Business

### a. Senator Machelor

Hello! Happy Thursday! This week I got elected as co-chair with Senator Fox for the appropriations Committee and attended the Women's Health Committee. I sent in my preferred time for the community engagement committee with VPGA Billings. Tomorrow I have advocacy and my office hours. I am tabling at NAU said Yes on Saturday with Senator Leedy. Senator Leedy, Senator Muneno, and I will be working on WHC flyers and possible stickers this weekend as well. I yield my time

## College of Environment, Forestry, and Natural Sciences

### a. Senator Muneno

Hello everyone, this week senator Castro Encinas and I sent an outreach email to our dean to get the ball rolling on possible dean event options. I also am starting to draft a WHC/ASNAU sticker as well with help from senator Machelor and Senator Leedy. I yield my time.

### b. Senator Castro Encinas

Hope you are all doing well! This week I have been working on writing up a bill as well as reaching out to CEFN's Dean in order to begin planning our college's spring Dean Event!

## College of Engineering, Informatics, and Applied Sciences

### a. Senator Leedy

No report.

## Honor College

### a. Senator Fox

Research on potential resolution, if anyone is interested it is concerning bussing at NAU and I will be in touch with the executive team for further guidance after doing more independent research. Multiple meetings concerning the reimbursement form with Senate Chair Carter and COS Varner. More to come but I am hopeful that this process will be a beautiful amalgamation of multiple brains that can be released next week! Side note, two of my classmates are looking to join us so I have been talking with them about the job which I thought would be cool to share! Thank you all and I yield my time

## Advisor Reports

### I. Michelle Gardner

Great work everyone. Shout out to Trevor, he is such a great person to have on the office. He has done a lot. Election packets will be in the office. They require a large amount of signature. People can walk around or table. They cannot sign up to table on TrueBlue so they can call the office. There will be a locked box because the packets have lots of personal info. I have the key. Chief Justice will help me coordinate the election.

### II. Megan Gavin

Hi everyone. Thank you to Michelle for working on the election businesses. The office of Dean have been managing hundreds of covid cases. Shout out to Tyler for making changes to make changes to dinning options. Meal plan changes will be rolling out more flexible options. They have been working to create micro blocks for food insecurities. It was a team effort here but really wanted to point out Tyler. I yield my time.

## Open Forum

Senator Kolasinski: A club wanting to purchase a movie rights. They are asking if they could file for reimbursement.

Senator Fox: According to By-law, it does not say we cannot say it as long as I assume that is must be open for the entire student body.

CHQ Manager Burich: earlier, the NAU go work fire was sent out. It was not working for me. I wonder if anyone have a version I can use

Tyler: I have a version you can use.

President Acosta: today, the Provo office was conducting an open forum for the Hispanic institution advisor. They are allowing us to provide feedback based on the letter of intent. You should take a look as it is a very important position on our campus.

## Announcements

Senator Machelor: It is Tuesday next week and all the way through 2022. It is a very cool event.

Chair Carter: Student leadership conference on February 19<sup>th</sup>. Career fair on the 23<sup>rd</sup> and a concert on March 11<sup>th</sup>.

Michelle Gardner: We some people in this room who is going to present at the leadership conference.

Matt Billing: Town hall February 14<sup>th</sup>

### **Spotlight Hour**

Senator Fox: Senate Chair Carter, President Acosta, Chief of staff Shelby, our advisor Michelle and administrative assistant Kim for helping me with the reimbursement form. It felt really good for getting support from all of you and for seeing it come together. Also, I want to spotlight the new senators for writing and creating bills. It has been awesome working with you all.

### **Adjournment**

Motion to adjourn the meeting

First: Senator Muneno

Second: Senator Arnold

For: 11

Against: 0

Abstaining: 0

Motion is approved to adjourn meeting.

Meeting was adjourned at 5:31 pm on Thursday, January 27<sup>th</sup>, 2022.