

**Joshua Bozarth**  
Director of Business Administration

**To: ASI Board of Directors**

**From: Joshua Bozarth**  
Director of Business Administration

**Subject: 2020-2021 End of Year Board Report**

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### **General Information**

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### **A Special Note to Our Hornets**

Hello Hornets,

The academic year of 2020-2021 has been a challenging year for all of us. We started this academic year with little knowledge of what to expect. As we all have seen, it took some time for us to adapt to a virtual world. Some of us still remain uncomfortable in this new virtual world, while others found many benefits. Regardless of which side of the argument you are on we all faced hardships during this year. However, Sac State has once again proven its' resilience. I am so proud to call myself a Hornet, we fought to make this academic year successful, and we accomplished that Goal.

To all the students who are graduating, I am so excited to be joining all of you in becoming an alumni of Sac State. We worked so hard to get to where we are, and most of use probably worked the hardest this year. We did not allow the pandemic to knock us down, and even when it did, we stood back up. To all of the remaining and incoming hornets, make the most out of your journey at Sac State, the lessons you learn will guide you into your future. Stingers Up!!!

Stay Safe and Stay Healthy,

Joshua Bozarth

## **Internal Committee Accomplishments**

### *ASI Finance and Budget Committee*

During the fiscal year of 2020-2021, the Finance and Budget Committee was faced with a new challenge. That challenge included recreating the application process for our external grant program. Through much hard work on the behalf of the committee and advisors we were able to develop a new form of grant called the Student Employment Grant, which replaced the old program. With this new grant established a new application had to be formed.

The reasoning for reworking this grant program came from legal guidance sent to us by the CSU Chancellors office. In response to this guidance I, along with some assistance from the committee and advisors, created a new formula to distribute funds in an objective manor. \*See Operating Rules 400.2, Section E, 'The Bozarth Calculation'\* Through much deliberation the ASI Board of Directors voted to add the formula to the operating rules on May 12<sup>th</sup>, 2021. This will ensure future Boards, VPs of Finance, and Committee Members, have the tools they need to continue with the Student Employment Grant.

## **University Committee Accomplishments**

### *Grade Appeals Panel*

As a member of the Grade Appeals Panel, it was my duty as a member to review all assigned Grade Appeals and discuss with the panel whether the appeal proved a violation of school policy. Through this academic year I had the opportunity to review 3 grade appeals. I am pleased to say that the panel I was a part of committed to a fair and honest review in all 3 cases. Both the students and professors were given multiple chances to address the cases and all points were taken into consideration. A decision has been made for all cases and have been reported to the Academic Affairs Student Issues Coordinator.

### *Student Fee Advisory Committee*

The Student Fee Advisory Committee is charged with reviewing all requests to change student fees associated with different courses across the campus. While taking into consideration the impact of the pandemic the committee was able to agree and make decisions on all proposals. After review and some adjustments, the second proposal for student fee changes was accepted.

### *University Budget Advisory Committee*

The University Budget Advisory Committee is charged with reviewing the entire budget for the campus of Sac State. During the review of the budget many difficult decisions had to be made due to the financial impact of the pandemic. However, taking that into consideration, the committee was able to come to an agreement and make a fair proposal of the overall budget for the next academic year.

### *Bias Response Director Search Committee*

The Bias Response Director is a new position at Sac State, created to combat racial bias incidents on campus. This position came with many requirements for experience and education. This led to an extensive review and interview process conducted by our committee. This process took a couple months to conduct. Upon completion of our review process the committee was able to make a confident recommendation to the hiring manager for the position. It was later revealed that the hiring manager desired to make changes to the job description which resulted in the process being restarted. I was not able to join the second committee in reviewing the applicants.

## **2020-2021 Director of Business Administration Strategic Priorities**

### **2.2.2 - Work with health center for COVID-19 testing & vaccines**

Through the Fall semester our strategic priority group spent time preparing for a meeting with the student health center. Part of this preparation process was establishing an appointment with the Vice President of the center, and creating a list of questions that answered the concerns of our constituents. Through our meeting with the Student Health Center, we were able to gather a large amount of information relating to the services available to the campus in relation to the pandemic. This priority was completed in February of 2021.

### **4.3.1 - Incorporate ASI representation through requirements in Student Employment Grant applications.**

This priority was created in combination with priority 4.6.1. Both priorities use the same process for completing the priority, however, focus in different areas of interest. This priority focused mainly on student interests and student involvement with ASI events. Through the use of the Student Employment Grant Application, I was able to incorporate a requirement for our campus partners to advertise ASI events. Through the year we have already seen an increase in student participation due to advertisements conducted by campus partners.

**4.4.1 - Investigate the creation of a student briefing newsletter or other forms of communication to disseminate information.**

Through this priority group we researched the feasibility of creating a student briefing newsletter. We were able to address multiple departments within ASI to make the newsletter possible. Unfortunately, the newsletter will not be continued at this time.

**4.5.1 - Collaborate with RHA and campus housing to investigate feasibility of ASI presentations.**

This strategic priority group focused on the feasibility of incorporating an ASI presentation into Resident Advisor and Desk Attendant trainings within the Student Housing department. While the group identified the steps needed to incorporate this presentation, thus completing the priority, we have not moved forward with conducting the presentation at this time.

**4.6.1 - Incorporate ASI representation through requirements in Student Employment Grant applications.**

This priority was created in combination with priority 4.3.1. Both priorities use the same process for completing the priority, however, focus in different areas of interest. This priority focused mainly on student representation in ASI elections. Through the use of the Student Employment Grant Application, I was able to incorporate a requirement for our campus partners to advertise the ASI election. We consider this requirement to be a success based on the huge increase in voter turnout we saw this academic year.

**Noteworthy Events and Initiatives**

August 2020

- 7-9 ASI Board Strategic Priority Retreat
- 27 Safe Zone Training

September 2020

- 11 Honors Convocation
- 15-17 BizFest (College of Business)
- 18 SSSP Virtual Open House
- 25 Creation of Allyship Program
- 25 Queer Welcome
- 29 Sac State Fall Convocation
- 29 ASI Student Open Forum

October 2020

- 2 Dreamer Ally Training
- 6 Serial Entrepreneur (Serna Center)
- 15 Why Hornets Vote (ASI Gov)
- 19 Allyship – Voting (Pride Center)

November 2020

- 6 Meeting with the Student Health Center (Pandemic Services)
- 6 Meet the Major's – (College of Business)
- 9 Allyship – Gender Pay Gap (Pride Center)

December 2020

- 20 ASI Midyear Strategic Priority Review

February 2021

- 4 Student Employment Grant Funds Presentation Prep (Mark, VPF)
- 22 Student Employment Grant Funds Presentation (Ed Mills)

March 2021

- 6 CSSA Plenary
- 11 Allyship – Masculine Expectations (Pride Center)
- 16 Women of Influence Awards
- 18 Student Employment Grant Funds Presentation (University President)
- 29 ASI Candidate Open Forum

April 2021

- 8 Allyship – Pride Week (Pride Center)
- 27 Operating Rule Change 400.2 Prep (VPF)
- 29 ASI Student Awards

May 2021

- 12 ASI Board Celebration
- 21 CARmencement!!!