Board of Directors Meeting Agenda
REGULAR MEETING
Mohammed Beig, President & CEO
Friday, January 21, 2011 1:00 PM
Board Room, University Union

I. CALL TO ORDER

II. ROLL CALL

III. ACTION ITEM - Approval of the Agenda

IV. ACTION ITEM – Approval of the January 14 2011 Minutes [Page 3]

V. PUBLIC COMMENT
   Public Comment is intended as a time for any member of the public to address the board on any issues affecting ASI and/or the California State University, East Bay.

OLD BUSINESS

VI. INFORMATION ITEM – STRATEGIC PLANNING (STAN HEBERT – 60 mins.)
   The board will brainstorm ideas for the strategic planning of ASI.

NEW BUSINESS

VII. ACTION ITEM – ELECTIONS COMMITTEE APPOINTMENT
   The board will appoint members to ASI’s elections committee.

VIII. ACTION ITEM – ELECTIONS TIMELINE
   The board will review and take action on the timeline for ASI elections.

IX. ACTION ITEM – APPROVAL OF ASI RECREATION FEES
   The board will review and take action on the RAW fees as proposed by the RAW committee.

X. ACTION ITEM – RESERVATIONS POLICY
   The board will review and take action on the RAW reservations policy as approved by the
XI. ACTION ITEM – STAFF POLICY
The board will review and take action on the RAW Staff policy as approved by the RAW committee.

XII. ROUNDTABLE REMARK

XIII. ADJOURNMENT
Recreation and Wellness Center
Reservations Policy

The purpose of this policy is to ensure that Associated Students Inc. (ASI) at California State University, East Bay provide specific guidelines for on and off campus groups to make reservations in the Recreation and Wellness Center (RAW). All reservations must fall under the Student Health and Counseling Services (SHCS) and ASI Recreation mission statements and be approved at the discretion of the ASI Director of the Recreation & Wellness Center. This policy will be effective at the start of the Spring quarter 2011.

I. Priority Levels of Registration
   A. ASI Recreation and SHCS Health Promotion and Wellness Department
   B. All other ASI and SHCS departments
   C. CSUEB Student Clubs and Organizations
   D. Campus Affiliates (i.e. Academic and Student Services departments)
   E. Non-profit off campus groups*
   F. For-profit off campus groups*
      * Off campus groups can only reserve space during non-academic hours and summer quarter.

II. Spaces Available to Reserve
   A. Studio A or B
   B. North or South Gymnasium court
C. Outdoor lawn
D. Lower RAW plaza

III. General Reservation Policies
A. RAW is for the use of all CSUEB students. The facilities within the RAW may not be reserved for academic courses or intercollegiate athletics practice/training even if the activity taking place falls in line with the mission of Student Health and Counseling Services’ Health Promotion Department or ASI Recreation.
B. All groups reserving any facilities in the RAW must follow building policies including but not limited to food and beverage policies.
C. All reservations are approved at the discretion of the Director of the Recreation and Wellness Center.
D. Reserving groups will be held responsible for maintaining the space reserved in good condition and will incur charges for any damages.
E. Facility reservations that conflict or compete with ASI Recreation or SHCS Health Promotion and Wellness Department programs or services will not be considered.
F. Any planned decorations or equipment utilized during the reservation must be detailed in the reservation application and is subject to approval.

IV. Reservation Procedures
A. Reservations are on a first come first serve basis by level of priority. A reservation can be made at the beginning of each quarter after the dates of availability have been released by ASI Recreation.
B. Reservations must be made a minimum of 72-hours in advance and cancellations must be made a minimum of 48-hours before the scheduled reservation time.

V. Reservation Fees (applicable to groups identified in Section I under items C through F)
A. To hold groups accountable for their reservation, if the responsible party(s) are not present fifteen minutes after their scheduled reservation time they will incur a $20 fee and will lose their reservation.
B. A deposit is required for each facility reserved (applicable to groups identified in Section I items D through F). These fees will be determined for each priority level and may differ based on the facility being reserved. A full deposit is required to guarantee the reservation. Groups that fail to show for a scheduled reservation will not be eligible for deposit.
reimbursement.
C. Any reserving group that fails to show twice in an academic quarter is subject to a loss of facility reservation privileges as determined by the Director of the Recreation and Wellness Center.
D. Requests for tables, chairs, A/V equipment, or other equipment not available within the facility will result in additional costs as determined by the University Union Operations Manager.

VI. Student Clubs and Organizations
A. Reservations for use of a space on an ongoing basis are limited only to currently chartered student clubs and organizations on a very limited basis.
B. Student Clubs and Organizations with a reservation are eligible for up to two (2) complimentary day passes. These passes are for instructors and/or coaches only. To be eligible for such passes, instructors’/coaches’ names must be submitted at the time of the reservation and are subject to approval.
C. Generally, Student Clubs and Organizations are not charged any fees associated with a typical facility reservation. Any guests participating with the reserving group must follow the RAW membership policy for guests. (Refer to the RAW website, www.csueastbay.edu/raw)
Recreation and Wellness Center
ASI Staff Membership Policy

The purpose of this policy is to ensure that Associated Students Inc. (ASI) at California State University, East Bay advocates for the health and well-being of its employees. ASI is committed to improving the health of the greater campus community, which includes the non-student staff employed by the corporation, who play a pivotal role in executing and maintaining programs and facilities run by ASI. By supporting the health and well-being of its employees, ASI aims to implement its idea of corporate social responsibility, thereby fostering harmonious relationship between the Board of Directors and the employees.

I. Complementary ASI Staff Membership

A. Complimentary membership to the Recreation and Wellness Center is to be extended to non-student staff employed by Associated Students Inc. at California State University, East Bay as part of their benefit package.
B. All ASI staff, Board of Directors, and the Recreation and Wellness Committee will be offered complimentary access to fitness classes during their term/employment.
C. All ASI staff are eligible to sponsor one guest a quarter equivalent to the rate of a guest
membership.