Executive Committee Special Meeting Minutes June 26, 2019

I. CALL TO ORDER at 12:11 PM.

II. ROLL CALL
Present: Daisy Maxion, Kabir Dhillon, Melissa Baron, Riley Miller, Siddharth Valecha

Absent: Martin Castillo

III. ACTION ITEM - Approval of the Agenda
Motion to approve the agenda by K. Dhillon, second by S. Valecha, motion PASSED.

IV. ACTION ITEM - Approval of the Minutes of June 10, 2019
Motion to approve the minutes of June 10, 2019 by K. Dhillon, second by S. Valecha, motion PASSED.

V. ACTION ITEM - Approval of the Minutes of June 19, 2019
Motion to approve the minutes of June 19, 2019 by S. Valecha, second by K. Dhillon, motion PASSED.

VI. PUBLIC COMMENT – Public Comment is intended as a time for any member of the public to address the committee on any issues affecting ASI and/or the California State University, East Bay.
No Public Comment.

1:38

VII. UNFINISHED ITEMS:
A. ACTION ITEM- Fall Semester BOD Meetings Resolution
D. Maxion states the Executive Committee will take action on a resolution outlining the meeting times and dates for the BOD in Fall 2019.
Motion to adopt the resolution of Fall BOD meeting times and setting by K. Dhillon, second by S. Valecha, motion PASSED (unanimous consent). D. Maxion states they will begin discussion. K. Dhillon comments there is a total of 8 meetings for this semester. He adds that Executive Committee and Personnel Meetings will be alternating weeks. He adds that the first Board meeting is the first Wednesday after school starts.

3:48

B. ACTION ITEM- Student Conference Travel Funding Policy
D. Maxion states the Executive Committee will take action on revisions to the Student Conference Travel Funding policy.
Motion to adopt the Student Conference Funding Policy with the edits suggested by the Vice President of Finance by K. Dhillon, second by M. Baron, motion PASSED. D. Maxion states they will discuss the item. M. Baron states she clarified the policy by separating requests for process for individual and group funding. As well as removing
the amount of people that can request money for a group travel, as suggest by Martin. E. Pinlac comments that the University is moving towards a new way of planning travels. He says in the future, they might have to make revisions to the method of payment since the University wants all the payments to be done through the portal called Certify. He suggests approving the policy for now until they get clarification from the University. He recommends adding that the Vice President has to sign off for any out-of-state travel for number 7 (on the policy). S. Valecha asks if anyone is allowed to apply for travel funding during summer session. E. Pinlac replies most of the travel funding will begin August 1st.

Motion to make an amendment to include under eligibility number 7 sub points, for out-of-state travel, the Vice President for Student Affairs must approve the request 30 days before the travel date, and sub point B, for international travels the University President must approve the request 45 days before the travel date by K. Dhillon, second S. Valecha, motion PASSED.

12:47

C. DISCUSSION ITEM- Bylaws
D. Maxion states the Executive Committee will continue to discuss making potential revisions to the ASI Bylaws.
K. Dhillon states the Bylaws are 90-95% done. He adds the edits are of what they currently have, and closing loop holes. He says the new suggested edits are removing Senator of Online Students completely, and clarifying the process for selecting the next ASI Chair by stating the incoming President elected, Executive VP elected and VP of University Affairs elected will be part of the interviewing committee, and if they are not present, the process of selecting the Chair cannot happen. As well as clarifying language for VP of Communications, adding language for Senate positions, and clarifying language for elections. D. Maxion recommends clarifying language for non-academic Senator requirements. K. Dhillon adds that the title for Director of Programming Council was changed to Director of Programming. R. Miller asks for an update on the change of Legislative Affairs to External. K. Dhillon replies External Affairs implies that it has to do with everything outside of the campus. M. Baron asks for clarification on the VP of Communications duties. She comments that ‘shall work with the marketing department’ implies that they are suggesting to the marketing department, and if the marketing department does not want to do it, then they do not have to. She recommends changing the language to saying ‘shall collaborate’ instead of ‘work with them.’ K. Dhillon states there were language changes to the Chair’s veto power. R. Miller asks for clarification for the voting in of the Chair. K. Dhillon replies the language change is according to the policy which says the incoming Board has a say. R. Miller comments that since Communications is changing to Internal and Legislative is changing to External, there might be changes to the title again in the future. K. Dhillon says there have been changes in the past relating to the titles, and the future Board members will have to look at the roles and duties for a position if they want to change it.

28:48

D. DISCUSSION ITEM- 2019-2020 ASI Budget Review
D. Maxion states the Executive Committee will discuss the ASI budget for 2019-2020.
E. Pinlac comments that he has been trying to answer all the questions on the document that was shared with him. M. Baron says the main concern for the budget is the scholarship money being removed. She asks if there can be two sheets, so that it is clear. E. Pinlac says he can put the scholarship money back in but he has to pull from something else in order to balance. S. Valecha asks if the budget reduction from Senate went to Programming. E. Pinlac replies the budget decrease in special events under Senates went towards Senate stipends. He adds that there is a 10% overall cut to the Senate budget, and some committee stipends were cut. He asks if they want to set up a meeting to discuss the rest of the budget. D. Maxion replies that they can schedule another meeting afterwards.

36:34

VIII. NEW BUSINESS ITEMS:

A. DISCUSSION ITEM- Administrative Manual

D. Maxion states the Executive Committee will discuss making potential edits to the Administrative Manual.

K. Dhillon says he made changes under EVP/Chief of Staff. He adds he put a question mark next to VP of Communications role of sitting in the University Wide planning committee. He adds that other changes were that the attendance reports will go to the EVP instead of the President, and Director of Concord shall work with ASI Associate Director instead of Programming Director. He comments that he added resolutions from last year that was approved.

38:35

B. DISCUSSION ITEM- Alumni Wall & Website Policy

D. Maxion states the Executive Committee will discuss making potential edits to the Alumni Wall & Website Policy to include Non-Academic Senators.

K. Dhillon says it would be nice to include Non-Academic Senators to the website and the wall. D. Maxion asks what will happen if they run out of wall space. E. Pinlac replies the reason only the Board is on there is because the Board is the governing body of the organization. He recommends adding a separate wall for the Senate if they would like to put it up, and it will cost up to $5,000.00. R. Miller says since it is a lot of money, they should add the wall down the line, when the positions are more official.

41:30

C. DISCUSSION ITEM- Mission Statement

D. Maxion states the Executive Committee will discuss making potential edits to the Mission Statement.

K. Dhillon states they crossed out the second sentence of the mission statement. He adds that it is a definition of lobbying and it does not fit. E. Pinlac adds that the mission statement has to be concise and straightforward.

44:01

IX. SPECIAL REPORTS:

A. LeaderShape Conference Reports

Motion to postpone special reports of LeaderShape Conference until the next Executive Meeting by K. Dhillon, second by S. Valecha, motion PASSED.
X. ROUND TABLE REMARKS
R. Miller says he has a meeting with Councilman Mark Salinas if anyone would like to join. E. Pinlac says he is taking the staff to the Concord campus for training tomorrow.

XI. ADJOURNMENT at 12:56 PM.

Minutes Reviewed By:
President/CEO & Chair
Name: Daisy Maxion

Minutes Approved On:
7-1-19
Date: