Executive Committee Meeting Minutes July 29th, 2019

I. CALL TO ORDER at 12:07 PM

II. ROLL CALL
Present: Kabir, Dhillon, Riley Miller, Siddharth Valecha, Bronte Kuehnis

Absent: Daisy Maxion, Melissa Baron, Martin Castillo

III. ACTION ITEM - Approval of the Agenda
Motion to approve the agenda by R. Miller, second by S. Valecha, motion PASSED (unanimous consent).

IV. ACTION ITEM - Approval of the Minutes of July 24, 2019
Motion to approve the minutes of July 24th, 2019 by S. Valecha, second by R. Miller, motion PASSED (unanimous consent).

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.
No Public Comment
1:41

VI. UNFINISHED ITEMS:
A. ACTION ITEM – Point of Contact
K. Dhillon states the Executive Committee will take action on the updated Point of Contact document.
Motion to adopt the Board of Directors and Senate Point of Contact System by K. Dhillon, second by S. Valecha. K. Dhillon states they can begin discussion. He says he went through it and added advisors on the document. He says the academic senators are under the Academic Chair and Director for Programming, Senator of Transfer Students, Senator for Greek Life, and Senator At-Large are under Director of Student Life and Leadership. He adds that it is non-binding, so they do not have to meet at the beginning, middle and end of the semester. It is on a need-based system. E. Pinlac says once this is approved, they should reach out to the advisors. He says he will forward them (advisors) the policy. K. Dhillon takes it to a vote; he announces the document is APPROVED.

5:53

B. DISCUSSION ITEM – AS Ohlone College Endorsement Resolution
K. Dhillon states the Executive Committee will continue to discuss support of the AS Ohlone College students’ concern. K. Dhillon says the Ohlone College President replied, and he reads what she replied. E. Pinlac recommends signing the support letter. K. Dhillon shows the current resolution.

8:08

C. DISCUSSION ITEM – Media Policy
K. Dhillon states the Executive Committee will continue to discuss a policy in regards to conduct while speaking on the East Bay Live radio station. R. Miller says he has a policy draft for the radio station. He says he referenced the tabling, code of conduct, and social media policy. He says the actual policy for the radio station is more in-depth. K. Dhillon says the tabling policy went away, and the code of conduct policy took its place. E. Pinlac says it is an old policy and he recommends running this by the University News Liaison. He says that department offers mentorship in similar areas. R. Miller asks if they should have a specific policy geared towards the radio station, or collaborate it together with social media policy and add a couple point of references. K. Dhillon recommends keeping it broad. E. Pinlac recommends running it by the Board, and setting up a meeting with Kim.

13:42

D. ACTION ITEM – First Year Mentorship Program Policy
K. Dhillon states the Executive Committee will take action on revisions to the First Year Mentorship Program Policy. Motion to adopt the ASI First Year Mentorship Policy by S. Valecha, second by K. Dhillon. K. Dhillon states they can begin discussion. He says the changes clarify language for the First Year Mentorship Program. S. Valecha asks if it is getting changed because it does not qualify as an internship through the program. K. Dhillon replies yes; the university’s perception of internship is credit-based. He says this program did not meet that threshold. E. Pinlac says it won’t change the essence of the program. He says it can go back into an internship, but they would have to develop a curriculum and a Graduate Student or a professional staff who will be in-charge of the whole program. K. Dhillon says the number of mentees will be decided by the Personnel Committee. E. Pinlac recommends having a small number of mentees, so that they can offer a thorough experience. K. Dhillon takes it to a vote; he announces that the policy has been APPROVED.

19:38

E. DISCUSSION ITEM – ASI Bylaws
K. Dhillon states the Executive Committee will continue discussing making potential revision to the ASI Bylaws. K Dhillon says Martin recommended making structural changes. He says him and Melissa talked about completely removing Vice President of Communication, and giving
their internal affairs obligations to the Chair of the Board. He adds that the Chair of the Board would Chair the Internal Affairs Committee, and the tabling items would go under Vice President of University Affairs. He adds that the Director for Programming would get moved up to a VP position. As well as, having the Director for Sustainability moved down to a Senator position. Also, removing Senator of Alumni Relations and Senator of Online Students, and adding a Senator of Graduate Studies. He says the executive number is going to stay five, the Board would be twelve and Senate would be fourteen. R. Miller recommends keeping in mind of all the tasks each position has to do. K. Dhillon says with social media going away from VP of Communication to Communications Department, their (VP of Communication) only job would be internal documents and any other initiatives they have. R. Miller asks if Kris will be in charge of all things Communication related. K. Dhillon replies yes. R. Miller says for him, social media isn’t communication, it is more marketing. He says communications should be related to talking to students-at-large. K. Dhillon says they can have student aids in the Communications department. E. Pinlac reminds that everyone on the Board is supposed to be advocating and speaking to the students. He says Kris’s position entails gathering feedback. K. Dhillon says this will be a discussion item at the next meeting.

28:25

VII. NEW BUSINESS ITEMS:

A. DISCUSSION ITEM – ASI Chair Nomination and Selection Policy

K. Dhillon states the Executive Committee will discuss making revisions to the ASI Chair Nomination and Selection Policy.

K. Dhillon says there are small language and grammatical changes. He says the application for Chair will be released after the general election concludes and the eligibility check must be completed before an applicant is called for an interview. He adds that the interview must include a transparent interview question script. He says the changes in procedures were to take who appoints the Board from the outgoing Board to the summer Executive Committee. R. Miller asks if they want only three people on the interviewing committee. K. Dhillon says it will be the summer Executive Committee who will interview. R. Miller says he agrees on doing video calls if they don’t live nearby. E. Pinlac says he agrees with Riley; in-person would be the best and video call for need be.

32:48

B. DISCUSSION ITEM – ASI Agenda Policy

K. Dhillon states the Executive Committee will discuss making revisions to the ASI Agenda Policy.
K. Dhillon says there are no major changes. He says a paragraph from section 7 was struck out because it was incomplete. He adds that they replaced it with a complete sentence. E. Pinlac asks if this is an update to the last agenda policy. He shares the Agenda Policy summer 2016 document. K. Dhillon says if there is anything additional on that document, then they can add it to the new one. E. Pinlac says the main reason the created the previous one was because they wanted to make sure the agendas were a specific way. He recommends looking at the old agenda policy in order to integrate or cancel out items.

36:40

C. DISCUSSION ITEM – ASI Code of Conduct
K. Dhillon states the Executive Committee will discuss making revisions to the ASI Code of Conduct. K. Dhillon says there are grammatical and spelling errors on this document. He says there were two sections 1.9 and no section 1.8, so they made one of the sections 1.9 to section 1.8. He says for the second sanction violation, they can’t really change the stipends so it just gets crossed out. E. Pinlac recommends suspending them from the office. He says upon a second violation, they have to work with the Executive Director on a performance improvement plan. He says the most extreme would be removing someone from the Board.

39:05

D. DISCUSSION ITEM – ASI Policy Agenda 2019-2020
K. Dhillon states the Executive Committee will discuss the development of a Policy Agenda for the 2019-2020 year. K. Dhillon says this is an idea they took from CSSA. He says Daisy’s thoughts on the matter were to get input from the Executive Committee and then get input from the Board in order to make the agenda policy. He says some of the things that came up were mental health access, student success, and student support (DACA students, International students). E. Pinlac says one of the activities at the retreat is to list priorities on a sticky note and group them together. K. Dhillon reads the priorities Daisy came up with.

42:15

VIII. SPECIAL REPORTS:
No Special Reports.

IX. ROUND TABLE REMARKS
E. Pinlac says the full-time and student staff will be doing the strength finders training tomorrow. He says in the afternoon, it will mainly be the ASI staff at the workshop to see how they can work together to better their strengths. He says Michael is out starting Wednesday; he
is going to be at NACA. He says Lil will be out starting Thursday until the end of next week. S. Valecha says he will be away Wednesday evening till Sunday for a conference.

X. ADJOURNMENT at 12:50 PM

Minutes Reviewed By:
Executive VP/Chief of Staff & Vice Chair
Name: Daisy Maxion

Minutes Approved on:
8-5-19
Date: