Emergency Executive Committee Meeting Minutes for March 8th, 2012

I. Call to Order: President Prado calls meeting to order at 10:42am

II. Roll Call
   Members Present          Absent Members          Guests
   Christopher Prado
   Chris Caldwell
   Mark Allen T. Laluan
   Lyla Pehrson
   Stan Hebert
   Siddharth Menon

   *the committee discusses the Information Items in regards to the resolution and the time sensitivity leading to the upcoming CSSA; discussing if the items should be changed to Action Items.

III. Action Item - Approval of the Agenda
    Motion: (Menon) to approve the Agenda.
    Motion Carries as Amended

Amendment I: (Laluan) to change the Informational Item-Resolution against 2015 CSSA Stability Plan an Action Item.

VP Laluan states that the rational is there has been six months to go over this specific 2015 Stability Plan. CSSA has repeatedly tried to limit the debate on this issue; this is certainly something that will be affecting us not just this year but in the coming years as well. When we asked the specific question about the fee being capped off at two dollars, the executive director indicated that he could not comment on that. I conducted research and presented to my specific committee so I can come up with a resolution in regards to the Stability Plan. I am recommending that this be acted upon now. Looking to journey to CSU Fullerton to present the resolution once approved but is certainly okay with this item being left as an Information Item.

Amendment I Carries.

Amendment II: (Menon) to the above motion to include about accepting applications for Committee positions during the ASI general elections as an Action Item rather than an Informational Item.

President Prado states that he will be forced to put these items on the Board of Directors, because he thinks that the Board should really vote on both of these things as an Action Item.

VP Menon cancel’s Amendment II due to there being an upcoming Board of Directors meeting in which the specific Informational Item can be voted upon then.

5:48-10:29
Amendment I Carries.
Amendment III: (Pehrson) to change The Information Items- Resolution to Adopt Audit Charter Committee Policy, Resolution to Adopt Procurement Card Policy, and Resolution to Adopt Travel Policy to Discussion Items.

Amendment III Carries
Motion Carries as Amended.

IV. Action Item-Approval of the February 8th, 2012 Minutes
-Approval of the February 17th, 2012 Minutes
Motion: (Menon) to approve the Minutes of February 8th, 2012 and February 17th, 2012.
Motion Carries.

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

VI. Information Item-Accepting applications for Committee positions during the ASI general elections
The committee will be informed on allowing students to simultaneously apply for Committee positions during ASI general elections.
President Prado yields the floor to VP Menon who highlights the following:
VP Menon states that it will make more sense from a logistical perspective and an organizational perspective to have the committee positions open to all students who’s willing to apply at the very same time that people are applying for the Board position.

- It gives an automatic pool of candidates on whoever wins the elections and they can just go on to be interviewed.
- We usually receive the highest amount of student interests in terms of the elections.
- EVP Caldwell states that committee members will be chosen right after elections with hopes that the members will still be considered eligible.
- The reason why I wanted to act on this now rather than later is because we then can give a clear direction to our marketing staff and the IT staff from the election’s chair on what they would like to see when it comes to. This gives them time to prepare and change their messaging if they would like to open up additional channels if needed.
- Hebert states that this is a great time to get information out about committee assignments that’s more the Board’s responsibility to get that word out. It can actually be done through the individual committees also. It is always good to get an earlier
jump on things and as far as eligibility goes if a student is eligible for a quarter and not eligible for another quarter that is something that we can find out.

- **ED Saffold** states that someone brought up the concern about students not being eligible for the committees due to them being transfer students, resolving the issue by informing the Board that a student is not eligible to participate in a committee due to them transferring in.

- **EVP Caldwell** states that if **VP Menon** would like to have this Information Item as an Action Item he should send out a memo to the Board addressing everything that tells what the motion will be about.

VII. **Action Item- Resolution against 2015 CSSA Stability Plan**

Inform Ex-comm. about 2015 Stability Plan Resolution

President **Prado** yields the floor to **VP Laluan** who highlights the following: **VP Laluan** states that there has been six months of inaction on this item; the main argument was that it was passed by previous CSSA Boards. The plan was passed but there was no discussion on the plan, there has been discussions going on from here to now and then. Last meeting there was a specific discussion item presentation generated for the Cal Poly SLO that generated a heated debate.

There are several reasons onto why I would like this resolution passed at this time:

- Its time sensitive and we do have the next meeting coming up next weekend and there will not be a meeting in April due to the CHESS Meeting.
- It is something that CSUEB really took the lead on this plan at CSSA.
- The Pioneer Newspaper is working on an article in regards to the CSSA Fee.
- Any Board of Director can speak to this issue.
- Believes that the framework for consultation should be there.
- This resolution provides the framework presenting the stance that we are against the fee and looking at ways to combat that fee indicating that CSUEB is against the specific fee.
- I would much like the chance to present this at University Affairs.
- I feel like I would be in the best position to proxy this resolution at CSSA.

The Committee discusses the resolution and why **VP Laluan** should be presenting the resolution.

President **Prado** states that presenting this resolution justifies the reason for **VP Laluan** to attend CSSA and making last minute purchases.
EVP Caldwell states that we don’t even know if this is going to be discussed at the upcoming CSSA meeting. He also wants to know why it is so pertinent for VP Laluan to attend CSSA and present this specific resolution. We don’t know if there will be action taking upon for this. The reason why I voted no on making this resolution an Action Item is because we need to have consensus from the Board about what they want to do before we are making plans for VP Laluan to go and present this specific resolution.

VP Laluan states that he wants to create a political action committee without all of the ASI’s.

The committee should be taking a strong stance on being against the Stability Fee. Research has been in regards to opting out of the Stability Fee, also what is CSSA how was it operated in the 60’s compared to how it is now.

There is a tradition of working with the legislature; it has only been in the past five years that we have seen the marches. CSSA is moving away from the forum scene.

VP Menon indicates that the committee should not let the cost logistics hold us back from VP Laluan presenting this specific resolution at the upcoming CSSA Meeting. Giving if they would go ahead with these two dollars per student ordeal CSUEB alone will be paying an additional $25,000; if comparisons are made with putting another person on the travel schedule or the school paying $25,000.

President Prado indicates that we want our ASI to move in the direction of not having representing government and having every individual speaks for themselves. I would like to propose that EVP Caldwell attend the CSSA also because of his participation and position on the CSU System-wide Policy and relay information on that as well.

VP Menon states as the treasurer he would not be opposed to that idea.

ED Saffold states that he hears the passion of the committee members clear in the room. If we could have some exchange of credit meaning that VP Laluan goes in the place of Director Symonds, he will be more aptitude to give his full support. We do not need three people to present this resolution in his opinion. The Board will make the decision on is it possible to send someone instead of as opposed to in addition to. I am not sure if CSSA will allow this.

Hebert states that when it comes to a resolution a lot of things are a part of it. It’s kind of tough to approve the little details of a resolution. I actually have some questions on rather if CSSA can even do this. CSSA and the Alumni counsels have gone through these cycles in which they have went into certain directions. This resolution has more power through the University’s President through the Chancellors Office if its alternative consultation, we want to make sure that your University President knows where the campus stands. Your stronger voice is through your own campus.

VP Laluan states that still needs to be expected support on other CSU campuses to gain what is going on. The priority right now is to get this piece done and then discuss if it is feasible to send Director Symonds and I. I feel like I would be remised in my duties if I did not make a strong argument after all I wrote the resolution and conducted the research. It is important to
make it known our disclosure to the organization; offer them every opportunity to move away from the portions of the Stability Fee.

VP Menon states that there can be a condition on the resolution, we can list the absolute must haves in which this can be the President’s Office, Chancellor’s Office, Pioneer, CSSA and any other core bodies that should take a look at the resolution.

VP Laluan states that there should be a town hall created around this. We are in a position where students should be aware of what’s going on and send a strong message to the students. VP Laluan states that the External Affairs committee can take the lead on this.

Motion: to pass this resolution as an Action Item.

Motion Fails.

- President Prado states that the resolution can be an Action Item at the next Board of Directors Meeting. If VP Laluan can come prepared with the CSSA document so that it can be presented to the Board.

20:54-44:00

VIII. Information Item-Ugandan Journalist Presentation

Informational about potential event to be hosted.

VP Laluan states that he has been working with the staff advisor of the pioneer, to bring a recorder down to hear the speaker on March 14th, 2012 at 2:00pm in the New University Union room 102. The room has been reserved and the speaker has been cleared to come to CSUEB. He feels that this would be very pertinent to the campus.

44:00-45:57

IX. Information Item-Resolution to Adopt Audit Charter Committee Policy 46:00

President Prado yields the floor to VP Pehrson who highlights the following:

VP Pehrson states that she has written up a policy in regards of the Audit Charter Committee Policy. This is really important for ASI moving forward.

ED Saffold states the committee is drafting a charter. Action would be taken in Wednesday’s Board meeting. VP Caldwell states that there needs to be a modification to the Bylaws because a standing committee would be created. There needs to be a referendum to adopt the changes in the Bylaws specifically addresses the addition of the committee. The committee would also have to modify the cooperation Bylaws to have a standing committee I believe. There’s no documentation stating that we have ever adopted an Audit Charter Committee, the issue is that ASI is out of compliance. Every three years the Chancellor’s Office has a different focus.

VP Menon states that the committee will consist of the President, Treasurer, VP of Internal Affairs, Stan Hebert, and possibly Debby and Linda. The committee would consist of six people instead of four.
ED Saffold states that it is not so much a voting committee it’s more on an informational basis. The committee can also call for an audit session with the lawyer. The committee is really to make sure the Executive Director is not using funds the wrong way and going places. We already have an Audit Committee; the only thing that is missing is the paper work stating that we have an Audit Committee. There is not a change this is just a correction. All three of these resolutions are simply stating that the committee will be recognizing that we are going to formally adopt what we are already doing.

VP Pehrson states that a lot of the language has been taking from CSUEB Audit Policy as it stands. But there have been a few changes in order for it to be pertinent to ASI. We are not sure if we have authorization to change the composition of the Audit Committee. There is Associated Vice President of Student Affairs, Associated Vice President of Administration and Finance, ASI President, ASI VP of Finance. We want to make sure it is a working committee that’s why it is a very limited amount of people on the committee.

ED Saffold states that the reason why Stan Hebert was proposed is because he’s a Board member and an Administrator.

The committee discusses the composition of the Audit Charter Committee.

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X. **Information Item-Resolution to Adopt Procurement Card Policy**

President Prado yields the floor to ED Saffold and VP Pehrson who briefs the committee with the following information:

VP Pehrson states that the Procurement Card is used for campus departments to purchase office supplies and make low-dollar purchases. The P-card is issued for someone in the department and it is a credit card to purchase supplies up to $2500 or less. It is not for travel expenses there is a different card that is used for those expenses. We have adopted the Universities P-Card for ASI usage.

ED Saffold indicates that the policy has been modified significantly; for example what ASI Presents uses the card for, what Sneh uses the credit card for when it comes to the Board member travels, there is some exclusion in the University Policy that we do not have to follow.

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XI. **Information Item- Resolution to Adopt Travel Policy**

President Prado yields the floor to VP Pehrson who briefs the committee with the following information:

VP Pehrson reads the Resolution to Adopt Travel Policy to the committee members. VP Person indicates that there was a Travel Policy that ASI had but it was an unfinished product.

Some of the language was changed in the Travel Policy.

ED Saffold states that the Travel Policy gives an outline on how the Board should travel and
how Staff should travel. It gives ultimate authority on travel decisions when it comes to the Board to the President. It gives ultimate authority on travel decisions when it comes to staff to the Executive Director. This policy allows for emergency travel with the decisions by the President and Executive Vice President and consultation with Executive Director and Stan Hebert. (This is in the Budget Document) Travel is who can travel and what they can buy when they travel. Who approves travel money is in the budget policy.

105:54-1:13:15

XII. Roundtable Remarks
Laluan: states that he looks forward to presenting the resolution in regards to the Stability Fee to the full Board the following week.
Menon: states that this was a great meeting and hopes that the Board can work as a team.
Pehrson: states that she also looks forward to the Board working as a team and is still excited about what ASI can provide to the student body.
Caldwell: states that the retreat that was scheduled this weekend is too close to finals but he is proposing to conduct the retreat the first weekend after the spring quarter begins. This gives us more time to come up with the logistics and contents of the retreat so that it is meaningful. ED Saffold states he would like VP Menon and himself to put together something on how the Board would request funding, as a training piece to the Board.
Saffold: states that team building is a great component for the Board, and being that there are two new Board members if the retreat is not held there should be a luncheon consisting of all the members to still do some cohesive team building. In my opinion, the members of the Board need to do some more coming together as well with staff.
Menon: proposes for the following year’s Board that the retreats are held because these are excellent team building aspects as well as training aspects.
Prado: states that the Board should always base their decisions on what is best for the students. One other thing that was brought to my attention was at the A2E2 meeting Chris Brown gave a presentation in regards to the fee that would be placed on all freshmen for the books. A few people from the committee and even me were livid about this proposal. I would like to dig deeper in this and just from the information I heard I do not want to be in support of this. Possibly we can have Sue Opp come and give the Board of Directors information on this. On March 5th, 2012, I got on the bus for the rally; there were about 3 CFA members present. The March portion went very well it took place from 10:00am to 12:00pm.
XIII. Adjournment
Motion: () to adjourn meeting at 12:05pm
Motion Carries.

Minutes Reviewed by:
Executive Committee Chair
Name: Christopher Prado

04-11-12
Date