University Union Committee Meeting Minutes for April 20th, 2012

I. Call to Order: Chair Moore calls meeting to order at 5:21pm.

II. Roll Call

<table>
<thead>
<tr>
<th>Members Present</th>
<th>Absent Members</th>
<th>Guests</th>
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<tr>
<td>Parris Moore</td>
<td>Qui Yun Wu</td>
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<td>Yijia Guo</td>
<td>Krista Smith</td>
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<td>Victor Gonzalez</td>
<td>Christopher Prado</td>
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<td>Anne Bartlett</td>
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<td>Jerry Chang</td>
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III. Action Item - Approval of the Agenda

Motion: (Chang) to approve the agenda.
Motion Carries.

IV. Action Item - Approval of the May 14th, 2010 Minutes

November 8th, 2010 Minutes
December 3rd, 2010 Minutes
February 18th, 2011 Minutes

Motion: (Guo) to approve the minutes of May 14th, 2012, November 8th, 2012, December 3rd, 2010, and February 18th, 2011.
Motion Carries.

V. Public Comment - None

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.

VI. Action Item – Meeting Times

The University Union Committee will be discussing whether every Friday at 5pm will be a good time for the majority of the committee or another time can be proposed.
Chair Moore states that she cancelled the previous meeting since the committee did not meet quorum. We have it set up so that we have meeting every other week, but we are already in week four of the quarter and we have to get a lot done; this is our first time meeting quorum. I am proposing that we meet every Friday so that we can get everything going. It already takes two weeks to get everything approved from the board since we planned to meet every other week, but I don’t want that interfere with getting things done in this short timeline. The committee agrees to meet every Friday at 4:30pm.

Motion: (Chang) to change the meeting times to every Friday at 4:30pm.
Motion Carries. 3:36-8:55
VII. Action Item – Survey

The University Union Committee will create surveys to assess student clubs and organizations perception and satisfaction of services at the University Union especially those involving the room reservations for campus programs.

Chair Moore states that there has been a new implementation that Mohammed Salman and his staff have done; it was a mini survey. I will be speaking with him about starting this as a process in which he already has. They have a simple form that they take to each meeting to check for all of the efficiencies within the ASI staff. I want to have a form that is in conjunction with that. I want the survey to be simple with a short amount of questions. I don’t want it to be too extensive. I want to delegate to different people to brainstorm so that we can bring in a rough draft to the next meeting. I want us to have questions that we can add to the survey to see how they feel about their reservations process. This relates to clubs and orgs going through student life and reservations to do their programs. This survey would check the satisfaction of students who go through that process. I would like us all to come up with at least three to five questions for the next meeting to be put onto the survey. If everyone can have their questions by Wednesday, we will have a rough draft to vote on for the Friday meeting. I will then present it at the next board meeting for it to be approved. Chang states that today, I tried to plan an event through student life. I wanted that experience to know what the procedure is actually like. The counselor was pretty clear about what I needed to do. I purposely asked a lot of questions to test and see if there were any holes. It was clear about what I needed to do, but it did take asking many different people because things are so compartmentalized. For example, the people in reservations don’t know anything about the procedures having to do with Student Life or ASI. There needs to be some time of cohesive between all these departments. If there is a change in a policy, it’s important that all three departments are aware of those changes. Chair Moore states that she will mention this to ED Saffold. It’s a good point to have some type of cohesive training for the process. Chang states that policies change throughout the year and it doesn’t get updated. Chair Moore states that every quarter there is supposed to be mandatory leadership training that a fiscal or a president is supposed to attend to be recognized as an active global organization. Maybe that can initiate or be a reminder to updates and changes to the policies. That is something that I would have to talk with student life about. Chang suggests having an online training in which there be five questions to test them so that they know the procedure and understand it. Chair Moore lists the important points made in regards to the survey:

- More integrated training within the areas of the funding policies in ASI, reservations and student life.
- Online training
- Integrating the student life and leadership workshops every quarter with the new changes in policy.

Motion: (Gonzalez) to have a University Union survey.

Motion Carries. 9:00-9:10
VIII. **Action Item – Student Forums**
The University Union Committee will provide forums for students to be aware of the changes being made in the CSU system and how it will affect them and their communities.

**Motion: (Guo) to have Student Forums in the University Union.**
Chair Moore states that she would like to have student forums in the Union and to have an event to make the students more aware. I spoke with the Director of Legislative Affairs and we would be partnering up with them for these initiatives. There are a couple of different items that have to deal with activism especially since we have elections coming up soon. The forums will inform students about what is going. These forums would relate to the voting of elections as well as the proposed changes to the Seven Mandates of the university. Dr. Dalton has been attending the board meetings to give updates about those changes. It is something that students can be aware of. It’s important to know the vision of the university and where it’s moving, as well as the issues within the campus. I want the committee’s input as to how you guys feel about this so we can start planning if we do choose to do a forum like this. Chang asks what students would be doing if they come to the forum. Chair Moore states that they would come to listen, learn and ask questions; it’s an information forum. Gonzalez asks if it will be a one-time event. Chair Moore states that it would be a one-time event because we only have a couple weeks left in the quarter. If this was the beginning of the year, it would be something that I would do every quarter or month. We have a lot on our plate, and I at least want to have one before the year is over. We will be working with Legislative Affairs about what issues we will be taking on. There are major issues about the Seven Mandates and the requirement of having a limited unit load; these issues are immediate to students. Chang suggests creating a place where students can share their experiences and issues, and Lobby Corps can take those stories and bring them to our representatives and to the people we are lobbying for. The only thing that worries me is getting interested students there. Chair Moore states that we have somewhat of an apathetic student body, but we are here to provide a service whether they choose to take advantage of that or not. We have to make it incising to them. Overall, it’s our job to try and figure out how to get them there. Chang asks if there is any way that we can target the forums to get a better turn out. Chair Moore states that the GE department for the freshmen is a place in which we can contact. This is something that the Director of Recreation and Wellness has done as far as making them aware of the services that the RAW provides. That would be a really good tool. Many professors give extra credit to their students to go to certain events so that they can become aware of what’s going on. One of the main purposes of the GE class is for students to become acclimated to the campus community. This can be one of our strategies; to target the freshman year experience and also the peer mentors groups. We can also partner with housing or the RA’s. Chang suggests contacting the Political Science department. Chair Moore states that the committee will definitely be partnering with Lobby Corps and Legislative Affairs. Chang also suggests partnering Student Life, the Democrats and Republican club, and the Diversity Center. It can also be held at the Diversity Center. The committee talks about their interest in the student forums and agrees to have the student forums.

**Motion Carries. 19:13-28:42**
IX. **Action Item – Voters Registration Training**
The University Union Committee in collaboration with Legislative Affairs will provide training for student clubs and organizations to be able to register voters in the upcoming elections. **Motion: (Gonzalez) to approve Voters Registration Training.**
Chair Moore states that she spoke with Director Symonds about collaborating with the Legislative Affairs for this. Elections are coming up fairly soon; ASI always has a table out for Voters Registration, but it would be great to empower our clubs and campus community to support the Voters Registration as well. Hopefully we can partner up with Student Life and Leadership too. I want to try and host this at the Diversity Center. The process of training is fairly simple, it’s just a process of providing the materials and to inform them on how to use the materials as well as getting a time and place. I spoke with Arthur Jenkins and Jonathan Stoll and they are in full support and look forward to doing this.
**Motion Carries. 28:44-31:32**

X. **Action Item – Voters Education Board**
This board will be strategically placed in both the Old and New Union with information on major initiatives for the upcoming election to be aware of. **Motion: (Guo) to approve the Voters Education Board.**
Chair Moore states that this would involve two, possibly three boards. They would be in the Old and New Unions. The Diversity Center is willing to have one in their room as well. I spoke with Director Symonds about the type of material that will be put on these boards. These boards will include the different types of concerns and issues that students have. We’ll have something posted as a generalized of what the concern or issue is. If students want to know what they will be voting on or certain issues, the boards will be there to provide that information. Chang states that this will be similar to the voter’s packet that you receive in the mail. Chair Moore states that with this being on campus; it will be very accessible to students. This will be a great way for to students to grab one piece of paper that will provide a condensed specific explanation in order for students to have a better understanding. It’s important to have students aware because there is no point in getting a vote out if they are making uneducated votes. Chang asks if the information provided on the boards will be developed by Legislative Affairs or from somewhere else. Chair Moore states that she would first need to meet with Director Symonds to discuss the amount of items and information that will be provided. I would then work with someone from the Legislative Affairs Committee to come up with a summary for what will be presented, but the University Union Committee will be providing the boards. The information that will be presented will be based on current bills and initiatives in California. The goal is to get basic information out to the students about Voters Registration. The board has to be appealing to the eye.
**Motion Carries. 31:55-41:32**

XI. **Action Item – Get Out the Vote**
This will be an initiative to provide a Voters registration table at every ASI event and encouraging all events in the Union to also provide voters registration.
**Motion: (Gonzalez) to approve Get Out the Vote.**
Chair **Moore** states that this will be in spirit with the Voters Registration training. I want all of the ASI members to know how to have Voters Registration. My hope is that their knowledge and experience in training will encourage other clubs and organizations to have Voters Registration at their tables or events. If we can approve of this, then ASI can approve it so that we can have Voters Registration at all of our events. It would be great to do this initiative, but when you get students registered by the end of the school year their attitude tends to change when they come back in the fall. As a committee, we need to decide whether we want to initiate this now or wait until the fall to have a bigger campaign for the next board to work with. **Gonzalez** states that we should wait to do this because people will be more enthusiastic with voting in the fall; right now may be too little or too early to get this started. The committee discusses their opinions as to why they feel as if this initiative should not yet be acted upon. Chair **Moore** clarifies that this is something that will be spear-headed by us. It sounds as if this committee wants to hold off on this as of now, but I can talk with other board members to see how they feel about this, and it can be something that I present at the next board meeting to get more input.

**Motion Fails. 41:33-51:34**

**XII. Roundtable Remarks**

**Chang:** we have the Congressional Debate and also the California State Assembly coming up this Wednesday. It’s put on by Legislative Affairs and Lobby Corps in conjunction with the local community. It’s coming to be in the Multipurpose Room. We’re hoping for a good turnout and we really need everyone’s support to ensure this happens. If we have a turnout that is better than what we expected, we have overflow rooms. I think this is the first time that we’ve done an event like this. We have eight or nine candidates coming. The Incumbent Congressmen will be in Washington voting, but they are going to send representatives to give a statement. This is a chance to see the people that they are up against and what their points of views are. It’s a nice chance to see everything in action right here on campus. The debates start around 5:00pm-5:15pm. The first part of it will be the State Assemblies and the second part will be for U.S. Congress. Pre-sale tickets are available on Eventbrite. Hope to see everybody on Wednesday. Chair **Moore** states that at the board meeting, Courtney had a sign-up sheet for all of us to see if we had any volunteers. There is going to be a lot of people coming to this event. Courtney and the Legislative Affairs have been work tirelessly on this event, so we really want to show our support. We all have our separate committees, but at the end of the day we are one big family. As far as all our committees, we have the same goal with our different small objectives; that is to serve the students. If you guys want to sign up, I will give you this information to Courtney. She’s looking for volunteers to do simple things such as being ushers, helping people with parking, and for other things that are needed.
For people who would like to help, the hours will be from 4:00pm-9:00pm. If you guys are available between those times; it’s going to help. Chang states that if you are ushering, we are going to have a fifteen minute interval. If you are available sometime in the middle of that break, it would be really good to assist people with getting back to their seats. 

Moore: if you guys aren’t doing anything on Sunday from 7pm-10pm, my band and I will be preforming at 3000 Broadway in Downtown Oakland. It’s a free live jazz show; three hours of free music. Come by and have a good time.

XIII. Adjournment

Motion: () to adjourn meeting at 6:19pm.

Minutes Reviewed by:

University Union Committee Chair
Name: Director Parris Moore

Minutes Approved On:
4/27/12
Date: 

Parris L. Moore

"Students working for Students!"