I. CALL TO ORDER: EVP Pinlac calls meeting to order at

II. ROLL CALL

<table>
<thead>
<tr>
<th>Members Present</th>
<th>Absent Members</th>
<th>Guests</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michelle C. Xiong</td>
<td>Ellen Griffith</td>
<td>Sherry Pickering</td>
</tr>
<tr>
<td>Erik Pinlac</td>
<td>Stan Hebert</td>
<td>John Zaro</td>
</tr>
<tr>
<td>Thamer FahadAlhathalKenrick Ali</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marie Alexandra R. Ibarra</td>
<td>Sara Judd</td>
<td></td>
</tr>
<tr>
<td>Katrina-Mari Mayol</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jamelia Drake-Smith</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gaozong Yang</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kathy Cutting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Landon Patton</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jordan S. Leopold</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chris Gallagher</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Raymund Cruz</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Randy Saffold</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marguerite Hinrichs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Eileen Barrett</td>
<td></td>
<td></td>
</tr>
<tr>
<td>D. McKinney</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

III. ACTION ITEM - Approval of the Agenda
Motion: (Mayol) to approve the Agenda.
Motion Carries.

IV. ACTION ITEM – Approval of Minutes of June 5, 2013
EVP Pinlac approves the Minutes of June 5, 2013.

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.

John Zaro states that he is dismayed at the poor level of food/nutrition choices that this school offers.

- He doesn’t know what type of contract the school has with Aramark but the overarching food choices are dismal
- Comments on the vending machines being full of sugary drinks
- Mentions about how there’s a national campaign to make young people aware of poor nutrition and try to rid poor nutrition
VI. DISCUSSION ITEM – Modification of Reserve Policy - Darrell Haydon

EVP Pinlac yields the floor to ED Saffold and he addresses the following:

- Darrell Haydon brought to his attention that they will need to review their reserve policy because ASI isn’t in the position where they buy capital equipment for facilities. The money that goes towards capital equipment is paid by the university.
- ASI has a funding goal of $5,000 for capital improvements. The suggestion was made to change this to reflect something other than capital improvements - like programming, putting the money into current operations, putting the money into ‘undesignated’ for other future needs. They have the ability to make a decision on how they want to move this money around.
- They no longer want to place money into capital.
- Wanted to make the board aware of this

09:37

VII. DISCUSSION ITEM – Adoption of Audit Results -Darrell Haydon

Sherry Pickering, Director of Fiscal Services, gives an overview of the audit results of ASI for the 2012-13 fiscal year

- Current assets increased because there was an investment made by ASI and the UU for post-retirement liabilities – because of this an asset was created rather than a liability for the post-retirement benefits
- There was a small decrease in ASI’s revenue – this is made up of two components: ASI fees and a fee-for-service. The fee-for-service decreased slightly which was caused by the increase of the overall head count of students on campus
- The changes in the overall expenses to ASI were mainly due to the post-retirement benefits becoming an asset

14:41
VIII. INFORMATIONITEM – President’s Report – Michelle C. Xiong

President Xiong presents the following:

- Shows a summary of September CSSA at Stanislaus
- Mentions that there’s a new program that the Chancellor is going to push onto all CSU’s and it’s called Aware, Awake, and Alive. This program is to get students aware of alcohol poisoning. There will be an online training/meeting for this program on October 21st.
- Last month, Governor Brown signed SB 325 – this waived tuition for junior and senior student trustees and it allows sophomores, juniors, seniors, and grad students to apply for the student trustee position. The student trustee sits on the board of trustees for the CSU and they help in deciding policies that affect the CSU.
- In 2017, East Bay is set to transition into a semester system
- October CSSA, this weekend – Friday, she hopes all of the board can make it to the president’s dinner. Saturday, Dr. Diana Guerin who is on the statewide academic senate will be there – she will be discussing CSU’s moving towards online courses. Dr. Sabrina Sanders, the Assistant Director of Student Programs and is the Chancellor’s liaison will be in attendance as well. Assembly member Bob Wieckowski will also be in attendance. They will be discussing the transition from quarter to semesters again during the meeting.
  - Mentions questions that she has created regarding the transition
- Lists the committees that she is currently on: Education Summit Committee – this year’s theme is “It Takes a Community” and the purpose is to help students get educated about college. The Student Success and Assessment Committee – this committee focuses on how the university can measure success and increase the retention rate. The Student Communication Committee, this committee focuses on how can they better communicate with the students and get them more informed.
- Currently working on the Industry Job Panel which is a collaboration of AACE and Alumni Association this year. Right now they have 8 panels over the entire year rather than 4. It is more of AACE putting it together and ASI helping them out.
- For the fall quarter these are the things she will be working on:
  - University Hour
  - Wants the department to work on digitizing and archiving ASI policies and documents
  - Wants to create a database for previous ASI Board’s so they can have more information on the history of the ASI government and their successes
  - They will be beginning to prepare for the Elections Committee, wants to get Elections Committee seated no later than winter quarter
  - Will begin working on a student Bill of Rights
  - Will be working on the RAW Committee becoming the Wellness Committee – fitness, health, and nutrition
o Having a night walk around campus with Chief Boykins tonight at 7pm – this is to help identify places that are too dark, how many call boxes they have on campus and to ultimately insure the safety of students as they walk home at night
• Clarifies that University Hour is when there’s an hour out of the week where there aren’t any classes and this allows students to attend events, office hours, and so forth
• D. McKinney mentions that something they can create, in relation to a database, could be an ASI Alumni Chapter

26:38

IX. INFORMATION ITEM – VP External Affairs Report – Marie Alexandra R. Ibarra
EVP Pinlac yields the floor to VP Ibarra and she presents the following:
• vision
• Had the first External Affairs meeting last Friday and it was very successful
• Current projects:
  o The Downtown Hayward Discount Program – projected launch is winter 2014, Pritesh has produced window stickers for the businesses and will be following up on coupon books
  o Campus Outreach for Transfer Students – wants to collaborate with the Smooth Transitions branch of Student Life and Leadership to provide support for CSUEB transfer students
  o Multicultural Week – Goal is to bring together the cultural clubs and organizations to celebrate the cultural diversity on the CSUEB campus
    ▪ First step is to meet with the club officers and presidents and she has begun to do this. She will also speak with the diversity center to discuss possible collaboration
• Upcoming Projects:
  o Meet the Chair Event – Goal is to break the communication gap between departments and perspective students
  o Food Kiosk – recognizes that there isn’t a lot of time for students to go to Einstein Bagels or to the Union because of long lines. Wants to speak with Aramark about whether or not this is feasible. The goal is to provide students with more accessible places on campus to get food.
  o Campus Outreach for International Students – The goal is to make international students feel more inclusive within the CSUEB campus.
    ▪ She will be meeting with CIE and other organizations on campus regarding the needs of the international students
ED Saffold mentions that as VP Ibarra approaches the food kiosk idea, she look for logical partners and does her research on what types of things will be going inside the kiosks. ED Saffold also mentions that Mark Almeida would be the person that Ibarra needs to contact instead of Aramark.
Cutting mentions that they should also be pushing sustainability within the kiosk and how waste is dealt with.

Committee members and advisors introduce themselves amongst each other.

36:11

X. INFORMATION ITEM – Director, Legislative Affairs Report – Jordan S. Leopold

Leopold presents his report:

- Qualified members for his committee; he and the members established a meeting time of Friday’s from 3-5pm.
- Events that he plans on working on:
  - Frequent lobby visits to local legislators
  - Tracking legislation
  - Planning and hosting events like the Affordable Care Act and Obama’s plan for Higher Education
  - Wants to have a mayoral debate since the mayoral election is approaching
  - Wants to have monthly voter registration drives in front of the Union and different locations on campus
  - Plans to work with Pritesh and the marketing team on the promotion of events and different activities that he and his committee will be hosting
- During the summer and last month, he set up local office visits with local representatives
  - Currently, they have one set office visit with Bill Quirk on Wednesday, October 16, 2013 at 4pm. Leopold states that this visit will mainly consist of introductions, but ultimately the purpose of these visits is to gain a good relationship with the office and legislators. Also, to hear their take on higher education matters.
- Other projects that he is working on:
  - Working on a transition packet for people that will come after him
    - He states that he didn’t have this or any real guide when he got into this position. He believes that this transition packet will be beneficial for future officers in having a smooth transition
  - Picking up where Seetha left off in determining if the Student Ambassador Committee is really needed or if it can just be incorporated into the Legislator Affairs Committee.
  - His role in CSSA as a Lobby Corp Officer
    - To assist CSU’s that don’t have a Lobby Corp to establish a Lobby Corp and provide them with tools, guidance, and assistance. He has provided the schools with templates regarding the Lobby Corp process. He does monthly check-ins with the schools on the number of members and issues that they might come across.
If the schools do have a Lobby Corp, he assists them with their efforts.
During the CSSA meeting this Friday that they’re hosting, he along with other CSSA members will be having Lobby Corp training from 2-5pm in the New Union. Its purpose is to enhance students’ skills when it comes to lobbying and provide them with the tools and knowledge they need to effectively lobby. The training session is separated by regions: Northern – East Bay Lobby Corp and Southern – Fresno Lobby Corp.

ED Saffold questions whether or not parameters need to be developed around volunteers. ED Saffold asks if the volunteers should be approved by Personnel and states that they need to be thoughtful regarding the volunteer process. ED Saffold mentions that they need to be aware of the information provided by the Chancellor’s Office regarding ObamaCare so that they don’t go against the message that has already been put out.

45:55

XI. INFORMATION ITEM – VP Finance Report – ThamerFahadAlhathal
VP Alhathal presents his report:
- The funding policy has been updated and the funding limits were changed – these finance documents have been updated on the ASI website
- Describes what the flex fund is
- Shows new quarter breakdown, states that they no longer fund for the summer because there aren’t many students on campus during the summer and clubs and orgs don’t really ask for money during that time

EVP Pinlac states that he wants to make sure that they send the new documents to student life so student life posts them on their website as well

48:44

XII. INFORMATION ITEM – Associate Director Position
EVP Pinlac yields the floor to ED Saffold and he addresses the following:
- The position posted last week and it is listed on Bay Area Jobs and Bluefish.org. They tried posting on craigslist but there were issues with this. They tried to get it posted on CSU jobs but they’re not actually state employees so they couldn’t do this, however, there is a link to the listing on the CSUEB homepage.
- They expect the position to be picked up in a couple of days
- The target timeline is the first week of November to compile, and they want to conduct interviews in November and December. Possible start dates for this position are set for January.
- The first core team for the hiring panel have been identified and Cruz has been identified as one of the students they’d like to sit for the programming piece and he believes the other student that they’d like to sit on the panel is Gallagher.
• Is clearing the hiring panel through Danielle Ortuno for recommendations and to make sure that they’re being inclusive

51:08

XIII. INFORMATION ITEM – Committee Codes & Welcome Packets

EVP Pinlac yields the floor to President Xiong and VP Mayol and they highlight the following:

• President Xiong states that the Committee Codes are finalized but she would still like the committee chairs to look through them and make changes to anything they want changed

• VP Mayol states that she believes the Committee Codes is a document that they can edit throughout the year. VP Mayol further states that the Committee Codes can be a reference for chairs to follow and if while they’re following it they feel that they want to add something then they should make edits as necessary

• VP Mayol mentions for the members to contact her for the welcome packets before they have their first committee meeting
  o The packet includes an overview on information about ASI, brief summary of Robert’s Rule of Order, goals and purpose of each committee, and welcome messages from ED Saffold and EVP Pinlac
  o VP Mayol states that they can modify this packet to make it specific to their committees and they can email or print the document to give to their committee members

54:23

XIV. DISCUSSION ITEM – Appointment on University and Academic Senate Committees

EVP Pinlac addresses the following:

• Traditionally, at other schools Board members have the responsibility of being on committees already and this is something that they’re trying to establish

• He and President Xiong brainstormed about which committees fit best for each position. He further states that this is a discussion item because some of these committees may not work for members depending on their schedules and workload.

President Xiong addresses the following:

• For the academic senate committees, it made sense to put the academic senate members on them

• Further states which members have been appointed to what committees
  o She states that the list she mentioned will be sent out along with the time and dates of the meetings for these committees

ED Saffold suggests promoting select university wide committees to the student body through Student Life and Leadership. ED Saffold further states that they really need to encourage students outside of the ASI Board for the internal committees.
Yang suggests creating a small segment that promotes university wide committees, and posting the segment on the ASI website, on ASI TV, or on monitors in buildings around campus.

President Xiong states that the reason for them placing the Board members on the university committees is for accountability purposes and knowing that the Board members would attend because of commitment, in comparison to a student-at-large that doesn’t necessarily have to be as committed. President Xiong further states that some members shouldn’t be alarmed on seeing their name a lot on the list of placements because some of the university committees only meet once a quarter.

VP Mayol asks what happens when a student outside of the ASI Board wants to be on one of the university committees but they can’t because a Board member is already sitting on that committee

President Xiong states that this is just to hold their student place on these committees for now until they are filled by students. President Xiong further states that in previous years they were left unfilled by students and the university committees can’t really do much because they need the student vote.

1:04:56

XV. ACTION ITEM – Adoption of Code of Conduct

EVP Pinlac addresses the following:

- Passes out the Code of Conduct to the members and lets them know that they have to sign the back of the document
- Explains that the reasoning of this document is to centralize their responsibilities as Board members and be something that they can look back to
- Reads the Code of Conduct and explains the reasoning behind items

D. McKinney refers to items 1.3 – respect of persons and 1.8 – making fair decisions and comments that if they ever encounter someone that they disagree with, to advocate for that person as best as they can and allow the process to determine the outcome, and to not make things personal and shorten the process

President Xiong suggests tabling this item until the next meeting to allow the members to get sufficient time to read over the document.

Motion: (Xiong) to table the Adoption of the Code of Conduct until the next meeting.

Motion Carries.

1:11:55

XVI. ACTION ITEM – Confirmation of ASI College Director of CBE

EVP Pinlac yields the floor to President Xiong and she addresses the following:

- The previous Director of CBE resigned and they have a student that she’d like to appoint but she needs the Board’s confirmation on this
o The students’ name is Edward (Eddy) Andreini – President Xiong further reads the letter that Edward wrote addressing his interest in being appointed to this position

o The committee discusses the candidate

Motion: (Yang) to approve Eddy as the Director of College Business and Economics

Motion Carries.

1:16:08

XVII. ROUNDTABLE REMARKS

Drake-Smith: Expresses dislike for the smoking on campus and asks about the smoking policy vote from the last election

Mayol: The issue with the smoking policy is that there isn’t really any one to enforce it; they have a smoking policy in place yet people still disregard it and creating smoking areas costs money

Cruz: ASI Rush Week’s paint war is happening at 6pm today

Hinrichs: Basketball Madness is coming up on October 16 at 7pm and she would like them to help spread the word if they can’t make it, Make a Difference Day will be on Saturday, October 26 at 8am and on the same day there is a Science Festival. Thanks them in advance for presenting at the Leadership Conference that will be on Saturday, November 9 and thanks them for their involvement.

Xiong: Asks if the bookstore can give a discount for the campus attire and gear during Homecoming and Basketball Madness or any athletic event.

D. McKinney: Excited for the year, and states that they should want to keep the alumni engaged as well

Saffold: States that they need to update the ASI website with the new Board information

Yang: October 26 is the Science Festival and she’d like for them to turn in their volunteer forms

Mayol: The Social Media Policy from last year is incomplete and she’s working on completing it

Pinlac: Thanks everyone for coming to the meeting and states that he starts on time. He further states that if they didn’t do a report this week, they’ll be doing one in two weeks.

Xiong: Reiterates about being on time to the Board meetings because the agendas are usually packed. Thanks them for attending the meeting today and expresses that they make sure to take care of themselves. Highly encourages everyone to make it to CSSA this weekend and states that CSUEB hasn’t hosted in 3 years so they should take advantage of this opportunity.

#
XVIII. ADJOURNMENT
   Meeting adjourned at 1:45 PM.

Minutes Reviewed by:
   ASI Executive VP/Chief-of-Staff
   Name: Erik Pinlac

Minutes Approved on:
   10/23/13
   Date: