Programming Council Meeting Minutes of February 14, 2014

I. CALL TO ORDER: Chair Cruz calls meeting to order at 9:10 AM.

II. ROLL CALL
Members Present: Absent: Members: Guests:
Raymund Cruz Tamisha Latimore Chandra Kohler
Chris Gallagher Jennivy Tabbay Heather Harbeck
Yvonne Guzman Angela R Gonzales Michelle Xiong
Hendrix Erhahon
Stephanie D. Luna
Monica Juarez
Everett Lai

III. ACTION ITEM - Approval of the Agenda
Amendment I: (Gallagher) to add in Earth Week in Discussion Item, Warrior Update in Information item, and to move T4T Festival after Club Fest Update. Motion Carries as amended.

IV. ACTION ITEM – Approval of the January 31, 2014 Minutes
Chair Cruz approves the January 31, 2014 Minutes.

V. 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.

VI. DISCUSSION ITEM – Earth Week – Michelle
Chair Cruz yields the floor to Michelle and she addresses the following:
• Earth Week is actually Earth Month for the Month of April and it is going to be called Save the Earth Month.
  o A committee is working on this.
  o They are asking for some funding from the Board allocation to go forth with their efforts.
  o Buying refillable water bottles from Clean Canteen. Each bottle costs $12. A water bottle is $9.50 and additional printing is what makes it costs up to $12.
  o Received $1,000 from CSSA’s Green Innovation Fund which allows campuses to do something green and environmental.
  o Asking the Programming Council to allow the Environmental Affairs Committee to use the Board initiatives which is $2,000 and asking the campus President to match with $3,000. This totals $6,000 which equals 500 water bottles that they are planning to use on Earth Day.
- Asking for sustainable shirts made out of recycled materials that costs $1,000 for seventy shirts. It will go to forty sorority members, 15 Board members, and other individuals. The shirts are for community service events throughout the Earth Month.
- Plant a Garden will be a program that Environmental Affairs will put on as well. It gives students an opportunity to plant a garden using recycled materials. Asking for $100 and the marketing banner for Earth month will cost $240. The total they’re asking for from the Programming Council is $3,340.
- Earth month is a campus wide initiative.
  - Harbeck mentions that Latino/Hispanic Heritage month and Earth month will be integrated.

8:40

VII. DISCUSSION ITEM – Spring Schedule Meeting
Chair Cruz addresses the following:
- Need to schedule and reserve meetings for spring as soon as possible.
- Email him the class and work schedules for spring quarter.

11:53

VIII. DISCUSSION ITEM – Club Fest Update
The committee discusses which clubs are going to participate in Club Fest.
- Vice Chair Gallagher mentions that he received confirmation from Hiking Club.
- Xiong mentions that Vietnamese Student Association, Hmong Student Association, and the other Asian organization will be participating. Also, it gives small, cultural, social clubs opportunities to collaborate with each other.
- Erhahon mentions that many clubs are confused about the purpose of the event.
- Harbeck mentions that clubs can get $250 from diversity center affiliate program.
- Vice Chair Gallagher made a new checklist for clubs that shows if they are participating or not and if they are bringing food or not and will email it to everyone.

18:32

IX. INFORMATION ITEM – T4T Festival – Hendrix
Erhahon addresses the following:
- T4T Festival will be held this year instead of Springfest.
- They are bringing a big name artist on campus.
- Wants Programming Council to reach out to students about T4T Festival regarding entertainment and marketing.
- Wants continuous HIV testing that lead up to T4T Festival on which will be on April 26. Students will receive free tickets to the T4T Festival for participating in the testing.
X. INFORMATION ITEM- **Warriors update**
Vice Chair **Gallagher** addresses the following:
- Purchased the tickets and ended up with fewer ticketsthan they approved the budget for. Purchased 125 tickets for two games for $5,600 and will sell them back to students for $ 25 each. Only $2,300 will be coming out of the budget.
  - Filipino Heritage Night on 3/7/14 – receive a free Warrior’s snapback, David Lee cheer card, and a chance to sit courtside during pregame.
  - Polynesian Night on 4/4/14 – Free Warrior’s shirt and Andre Iguodala cheer card, and a chance to sit courtside during pregame.
- Tickets will be coming next week.

29:42

XI. DISCUSSION ITEM – **Late Night Study Hours**
Chair **Cruz** addresses the following:
- Late night study hours will be on March 17, 18, and 19 of finals week from 8pm to 1 am for Old UU building.
- Sent in marketing flier form and wants everyone to post fliers on every building.
- Wants to propose a budget for goodie bags to handout to students for finals that will inform them on the late night study hours. Wants signage out during the day/night of the events.
- Wants a banner and four gallons of coffee per day for late night study hours.
- Have the cave open to students too.
- **Xiong** mentions to reach out to University Village, Housing, and blackboard to let students know about late night study hours.

41:25

XII. ROUND TABLE REMARKS
**Gallagher**: Might have another tailgate and will get a budget for it. He mentions that Randy suggested they team up with External Affairs and table for events. The Wellness Committee has a working session after this.
**Xiong**: Thanks all committee members.
**Harbeck**: Drag show was a major event and was successful. Welcome Center changed their bathroom to gender inclusive. Diversity Center received 4.6 out of 5 by student surveys on their events.
**Erhahon**: Wants to learn marketing skills from the diversity center.

XIII. ADJOURNMENT
Meeting adjourned at **9:56 AM**.
Minutes Reviewed By:
**Director, University Union**
Name: Raymund Cruz

Approved on:
**2/28/14**
Date: