Executive Committee Meeting Minutes July 19, 2017

I. CALL TO ORDER at 12:02 PM

II. ROLL CALL
Present: Samantha Quiambao, Joshua Peckham, Ryan Finazzo, Tiffany Patterson, Martin Castillo, Alex Goelzer, Erik Pinlac

Not Present:

Late:

III. ACTION ITEM - Approval of the Agenda
Motion to approve the agenda of July 19, 2017 by Samantha Quiambao, second by Alex Goelzer
Motion to amend the agenda to switch DISCUSSION ITEM G and DISCUSSION ITEM H so that “Policy on Student Travel Funding” is discussed first by Samantha Quiambao, second by Ryan Finazzo, motion PASSED.
Motion to approve the agenda of July 19, 2017, motion PASSED.

IV. ACTION ITEM – Approval of the Minutes July 5th, 2017
Motion to approve the minutes of July 5, 2017 by Ryan Finazzo, second by Tiffany Patterson, motion PASSED.

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

4:40

VI. UNFINISHED ITEMS:

A. ACTION ITEM – Open Position Policy
Motion to approve the policy on appointment process for vacant positions within the ASI Board of Directors and the ASI Senate by Samantha Quiambao, second by Tiffany Paterson, motion PASSED. Samantha Quiambao took all of the feedback she received from the edits and goes over them with the committee.

10:45

B. ACTION ITEM – Chair Nomination Policy
Motion to approve the policy nominee appointment of the chair by Samantha Quiambao, second by Ryan Finazzo, motion PASSED. Samantha Quiambao states that nothing is really different from this document; they just cleaned it up a little. Martin Castillo was under the impression that part of the process was to switch it so that the incoming board determines the chair. Samantha Quiambao confirms that the outgoing board will elect the chair not the incoming board.

15:16
C. DISCUSSION ITEM – Election Codes

Samantha Quiambao has been talking to Erik Pinlac about how different the elections are going to be, therefore Samantha Quiambao feels like the election codes shouldn’t be edited. Erik Pinlac is looking to make the elections group a separate commission in order to avoid influences by the current board because it can cause a conflict.

16:30

D. DISCUSSION ITEM – Senate Constitution

Samantha Quiambao wants to keep this document opened for a while because she feels like this document was very rushed during the previous years. In order to avoid revisiting that routine Samantha Quiambao wants to know what the committee thinks about the current changes in the document. The committee then discusses their views on the chair of the board also becoming the co-chair of the senate. Joshua Peckham is also going over the senate constitution with Tiffany Patterson, and they’re aiming to reduce some of the problems they had last year. Samantha Quiambao feels like some of the language in this document is very unclear. Joshua Peckham recommends the committee to read through the document thoroughly and make wording corrections so that it is more translatable for people to understand what is going on.

Motion to table discussion on the Senate Constitution until the next executive committee meeting by Alex Goelzer, second by Ryan Finazzo, motion PASSED.

34:20

VII. NEW BUSINESS ITEMS:

A. DISCUSSION ITEM – Committee Codes

Motion to table DISCUSSION ITEM – Committee Codes to the next executive committee meeting by Samantha Quiambao, second by Alex Goelzer, motion PASSED. Samantha Quiambao wants to do more research on this, so she feels like tabling this discussion item is necessary.

35:33

B. DISCUSSION ITEM – Alumni Wall Policy

Samantha Quiambao was looking at the alumni wall and she thinks it is unfair how there are people who served three quarters and still aren’t on the wall. Samantha Quiambao also wants to know how the committee feels about the president’s wall. Samantha Quiambao wants to also open up the discussion to talk about grade point average because there are people who are sworn it but they leave right away due to their GPA so she feels like the eligibility requirement can be contradicting. Joshua Peckham feels like they should leave this issue to the board and have them decide.

Motion to allow three more minutes to this discussion item by Martin Castillo, second by Ryan Finazzo, motion PASSED.

Motion to table the alumni wall policy to the next executive meeting by Ryan Finazzo, second by Samantha Quiambao, motion PASSED.

47:53

C. DISCUSSION ITEM – BART Discount for Students

Samantha Quiambao admits that this would cost a lot of money, so she is asking for a budgeted break down. Samantha Quiambao also states that there was a student who
came in for a meeting but he missed public comment so this would probably be brought up again in the near future. Overall Samantha Quiambao thinks this is a good starting point for one of the senators.

54:20

D. DISCUSSION ITEM – CSSA Travel
The committee discusses the travel for CSSA representative Melissa Baron. Erik Pinlac states that roughly this shouldn’t cost too much because the rooms are going to be covered. Erik Pinlac is just waiting for the schedule for CSSA’s because he is unsure when the bid process goes.

58:17

E. DISCUSSION ITEM – New Organization Chart
Erik Pinlac noticed that some of the board events lacked support from the professional staff so he is proposing that they have a government and program council coordinator to help with their events. Erik Pinlac wants their programming to be intentional instead of throwing it all on one person. Joshua Peckham recommends Erik Pinlac to get a list together that presents his duties and responsibilities in order for him to narrow up what’s taking a toll on his time. Joshua Peckham thinks this will be a good starting point for Erik Pinlac working to get an assistant director.

1:06:08

F. DISCUSSION ITEM – Policy on Emails & Memo
Motion to table DISCUSSION ITEM – Policy on Emails & Memountil next executive meeting by Samantha Quiambao, second by Alex Goelzer, motion PASSED.
Samantha Quiambao wants to table this discussion item because no one put any input on this document.

1:08:04

G. DISCUSSION ITEM – Policy on Student Travel Funding
Ryan Finazzo had the idea to take away the conference funding within the club funding policy. However, Ryan Finazzo encountered a lot of confusion so he saw this as an opportunity to not have a conference travel apart of club funding.

1:13:01

H. DISCUSSION ITEM – Student Club Funding Policy
Ryan Finazzo just took out the conference funding within the club funding. Ryan Finazzo also didn’t make any edits to the amount of money that a club organization can get for a quarter as well as any of the funding limits. Erik Pinlac thinks the time frame for funding should be extended in order to avoid being overwhelmed.

1:18:10

I. DISCUSSION ITEM – Policy on Attendance
Joshua Peckham states the purpose of this is to make sure they have a set route and set decision making on any absences, unexcused absences and any inconvenience that
happens to pop up. Joshua Peckham continues to go over some edits that were made to the document and discusses it with the committee. Martin Castillo suggests that an appeal process is created in order to avoid this document being subjective. Motion to add three more minutes to this discussion by Ryan Finazzo, second by Tiffany Patterson, motion PASSED.

1:35:50

Erik Pinlac states that this bill is already passed through the senate, but Samantha Quiambao gives the committee a brief explanation what this bill is and how it is effective towards students.

1:38:03

K. DISCUSSION ITEM – Special Events Department Update & New Job Descriptions
Erik Pinlac apologizes for not getting this out before in advance, and wouldn’t mind if this discussion item is tabled because he doesn’t expect everyone to understand it yet. Erik Pinlac continues to discuss the update and new job descriptions with the committee. Erik Pinlac will have the budget and timeline prepared for the next meeting.
Motion to table this discussion item to the next executive meeting by Ryan Finazzo, second by Samantha Quiambao, motion PASSED.

1:46:38

VIII. SPECIAL REPORTS
A. Retreat Update
Joshua Peckham states that the retreat is going well, but he did come across a minor issue when it comes to the location so a few things have changed. The committee also discusses what they can do if one board member is unable to attend.

1:50:42

B. Open Positions Update
Joshua Peckham states that all the forums have been sent out and Sneh Sharma is going over the eligibility. Once the eligibility clears Joshua Peckham is going to start scheduling interviews.

1:52:35

IX. ROUND TABLE REMARKS
Samantha Quiambao tells the committee to take some time when reading through the agenda, and reminds them to have their one on one’s with her.
Tiffany Patterson thinks the committee is doing an amazing job and she is very proud to be on this board.
Joshua Peckham thanks the committee for bearing with him. He acknowledges that the first meeting was really rough. He also thanks the committee for helping out he understands it is a tough process.

X. ADJOURNMENT at 1:57 PM
Minutes Reviewed by:

**ASI VP/ Chief of Staff**
Name: Joshua Peckham

Minutes Approved on:

7-26-17
Date: