

Executive Committee Meeting Minutes August 6th, 2025

- I. CALL TO ORDER at **10:36AM**

- II. [ROLL CALL](#)
Present: London Deguzman, Kartik Tripathi, Charan Reddy Doolam, Rolando Munos Erick Loreda, James Carroll, Martin Castillo
Absent:

- III. ACTION ITEM - **Approval of the Agenda**
Motion to approve the agenda of **August 6th, 2025** by **C. Reddy Doolam**, seconded by **R. Munos**.

- IV. ACTION ITEM - **Approval of the Minutes of July 23rd, 2025**
Motion to approve the **Minutes of July 23rd, 2025** by **L. Deguzman**, seconded by **C. Reddy Doolam**.

- 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 Comments.

- VI. UNFINISHED ITEMS:
No Unfinished Items.

- VII. NEW BUSINESS ITEMS:
 - A. ACTION ITEM: [ASI Student Conference Travel Funding Policy](#)
The Executive Committee will take action on updates on ASI Student Conference Travel Funding Policy.

Motion to approve the ASI Student Conference Travel Funding Policy by **C. Reddy Doolam**, seconded by **L. Deguzman**.



C. Reddy Doolam began by noting that, before any discussion took place, it was important to clarify that for the current academic year, there was no budget allocated for the funding policy being discussed. He explained that the updates under consideration primarily involved clarifying grammar to make the policy easier for students to read. Given that there was no funding available at the moment, **C. Reddy Doolam** recommended that the committee move forward and approve the updated version.

K. Tripathi asked if there was any further discussion. Seeing none, He suggested to proceed to a vote asking all those in favor of approving the policy to raise their placards and say “aye.”

MOTION CARRIED with 7 AYES.

3:24

B. ACTION ITEM: BOD Meeting Exemption for Germione Villegas

The Executive Committee will take action on granting an exemption to Germione Villegas from attending Board of Director meetings for the fall 2025 semester.

Motion to take action on granting an exemption to **Germione Villegas** from attending Board of Director meetings for the fall 2025 semester by **L. Deguzman**, seconded by **C. Reddy Doolam**.

L. Deguzman confirmed that there was no opposition to the motion, and proceeded to summarize **G. Villegas’** case. She explained that **G. Villegas** had spoken to her academic chair, who confirmed the necessity of a required lab course for her nursing major. The course was only available on Wednesdays and Fridays, but all Friday spots had been filled, leaving **Wednesday** as her only option. Due to this, **G. Villegas** was requesting an exemption from biweekly Wednesday meetings, noting that she had not received priority registration, which most ASI members typically would.

K. Tripathi expressed agreement with **L. Deguzman**, adding that he had spoken with **G. Villegas** individually and recognized her **commitment to the board**. He stated that they would ensure she made up the missed time and emphasized that she would remain efficient and passionate in her role. His recommendation, based on prior conversations with James, was that, if the motion passed, a letter should be written to **G. Villegas** outlining the expectations and requirements tied to her exemption.



J. Carroll then emphasized the importance of discussing in the room what makeup expectations would be required of **G. Villegas**, as this formed part of the vote.

K. Tripathi reiterated that **G. Villegas** would compensate for the two hours missed by increasing her office hours from five to seven, ensuring fairness and continued contribution. He invited others to add further suggestions.

M. Castillo recalled a previous conversation where **G. Villegas** had planned to read the meeting minutes, stay updated, and submit any reports ahead of time, ensuring her contributions were reflected in the agenda.

L. Deguzman inquired whether **G. Villegas** could have someone present on her behalf if she had an agenda item or report.

J. Carroll responded with a point of information, confirming that anyone could deliver a report on another's behalf, but stand-ins could not vote or make motions. He clarified that for informational items, this was permissible and even encouraged. He gave an example where someone from a committee could present if needed. A point of inquiry was raised by **L. Deguzman** about whether granting the exemption meant **G. Villegas** would forfeit her voting rights at board meetings and questioned how she could take action on agenda items if not present.

In response, **M. Castillo** clarified that while **G. Villegas** was granted permission not to attend, she could still choose to attend meetings if something important came up. Proxy voting or participation was not allowed. Her voice could only be reflected if she was present.

J. Carroll added that **G. Villegas** could still read the minutes and agendas, and share her feedback with others, such as **K. Tripathi**, but her opinions couldn't be counted in the vote. He clarified that even as an excused absence, she would still count toward quorum because she held a seated board position. Only vacant positions were excluded from quorum calculations.

K. Tripathi asked for clarification: if the exemption were granted, **G. Villegas** would provide her thoughts ahead of time on agenda and discussion items but not on action items, since she couldn't vote. After the meeting, she would read the minutes and share any feedback. This was confirmed as correct.



M. Castillo reiterated that **G. Villegas** could share her opinions through group chats or conversations, but they could not be used to influence decisions or votes as hearsay. If another member said “she would vote this way,” it could not be included in the official record. However, general input discussed in group conversations could be brought into broader discussions. It was also confirmed that even if she expressed a voting preference ahead of time, that could not be included in the minutes, as it would essentially constitute proxy voting, which is not allowed. Therefore, **G. Villegas** contributions would be limited to reports and discussion items, but not action items. She could still informally influence others by sharing her opinions outside of formal voting, but her vote would not be counted unless she was present.

K. Tripathi asked if there was any further discussion. Seeing none, He suggested to proceed to a vote asking all those in favor of approving the policy to raise their placards and say “aye.”

MOTION CARRIED with 7 AYE.

13:02

VIII. SPECIAL REPORTS:
No Special Reports

IX. ROUND TABLE REMARKS:

J. Carroll expressed his appreciation to the Executive Committee, offering kudos for their efforts. He acknowledged the adoption of a new meeting model over the summer, in which full board meetings were paused due to the broader board’s limited availability for in-person attendance. He commended the committee members for stepping up, completing significant work, and moving many policies into the queue. He noted that in recent years, there had been less consistency in annually reviewing and updating policies, and he was pleased to see improvement in that area. **J. Carroll** recognized those who had contributed to pushing the work forward and expressed confidence that the momentum would continue into the academic year. He emphasized that reading, researching, and updating policies takes time and effort, and reiterated his appreciation for what the



committee had already accomplished during the summer, expressing his enthusiasm for the work ahead.


14:10

X. ADJOURNMENT at 10:58AM

Minutes reviewed and approved by:

Chair/Executive VP/Chief of Staff Name:

Casey Pangilinan


[Casey Pangilinan \(Jun 10, 2026 14:06:50 PDT\)](#)

Minutes approved on:

06/10/2026

Date:

