**Board of Directors Meeting Minutes for January 16th, 2013**

1. **CALL TO ORDER**: President **Chang** calls the ASI BOD Meeting to order at **12:00pm.**
2. **ROLL CALL**

Members Present Absent Members Guests

Jerry T. Chang Randy Saffold Lil Brown-Parker

Zamil A. Alzamil Martin Castillo

Erik Pinlac D. McKinney

Stephanie Flowers

John Erlandson

Erin L. Baca

Sarah Kelso

Michelle C. Xiong

Erik I. Olivar

Stephanie Pinkston

Laurel O’Brien

Pablo Benavente

Seetha Ream-Rao

Derek Volk

Garrick B. Sangil

Stan Hebert

Marissa Parry

Marguerite Hinrichs

Mitch Watnik

1. ACTION ITEM **- Approval of the Agenda**

**Motion to approve the agenda.**

**Amendment I: (Xiong) to move the Information Item Personnel Committee Report after Garrick Sangil Information Item University Union Committee Report.**

**Amendment I Carries.**

**Motion Carries as Amended**.

1. ACTION ITEM **- Approval of the December 12th, 2012 Minutes**

**Motion to approve the December 12th, 2012 Minutes.**

**Amendment I: to replace the statement made by Stephanie Flowers during Round Table Remarks “the board is awesome” to “she expresses her gratitude towards the board”.**

**Amendment I Carries.**

**Amendment II: to change the statement mentioned by President Chang during Action Item VI “the Chancellor is coming on board prior to the New Year and will also be under this plan”.**

**Amendment II Carries.**

**The minutes will be approved as Amended.**

1. 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.**

**Lil Brown- Parker** mentions that ED **Saffold** will be out of town until January 22nd, 2013.

1. INFORMATION ITEM– **ASI Board President’s Report –** Jerry Chang

President **Chang** highlights the following:

* Industry Job Panel

- Update the Board

- Support from University Advancement

- Bring on speakers for the panel

- Support from Student Life and Leadership

- Reach out to the Professional Chapters for Student Organizations

- This will help build our speaker database

- Include professional organizations in the planning

- Support from AACE

- April will be the Career Month

- Looking to have faculty support

- Support from ASI Presents in regards to event planning

* CSSA

- started off with half of the board going to the Student Leadership Conference in August this conference is on its way to being the CS Unity Conference

- CS Unity was developed at Panetta Institute

- A lot of the vision and logo was set up at CSUEB

- CS Unity is about bringing the CSU’s together

- Capture the campaign and set the vision

**15:37**

1. INFORMATION ITEM– **Internal Affairs Committee Report** – John Erlandson

President **Chang** yields the floor to VP **Erlandson** in which he highlights the following:

* Four Main Goals and Adjectives

- Quality Management

- Advisory Board

- Students Working for Students

- Recruitment

* These tasks will be prioritized
* creation of calendar and master calendar
* Revise the Internal Committee Code structure
* There is a Wikipedia article about ASI but it is very brief
* A survey has been distributed

- the purpose of the survey is to verify that students actually want to attend certain events rather if it is on weekends or after hours

- once the survey ends the results will be analyzed

* The board briefly discussed the new graduation ceremony

-VP **Erlandson** mentions that this is something for the External Affairs Committee

**21:50**

1. INFORMATION ITEM **– Environmental Affairs Committee Report –** Laurie O’ Brien

President **Chang** yields the floor to Director **O’ Brien** and she addresses the following:

* There was an informal Meet and Greet during Fall Quarter
* Formal Environmental Affairs Committee Meeting took place last week
* Topics discussed during the meeting included:
* Housecleaning: Vice Chair appointment, establish meeting time
* PEIL (Programmatic Excellence and Innovative Learning) projects
* Two committee members have been selected as student interns to start a botanical/educational garden on campus this quarter (water wise)
* Work with Derek Volk and RAW committee on water refill stations/ reusable water bottle give-away(this is currently in the works)
* Brainstorming session: follow-up to last quarter’s informal meet-and-greet
* Farmer’s Market Plan B- Promoting the Downtown Hayward Farmers Market
* Extra Saturday shuttle service
* Promotional incentives (i.e. free basket of strawberries with Bay card, etc.)
* Maps/flyers, posters, other PR assistance
* Alameda County bag tax opportunity: work with bookstore and/or RAW, others on tote bags (BYOB?)
* Alameda County Bag Tax
* Desire to have Book Store sell tote bags
* Desire to host other green-centered event this quarter (prior to spring quarter’s Earth Day in late April)
* Sustainability standards for ASI events
* Facebook page promotion and group creation

**28:15**

1. INFORMATION ITEM – **RAW Committee Report** – Derek Volk

President **Chang** yields the floor to Director **Volk** and hehighlight’s the following:

* Rawdiculous Week took place Fall Quarter

- Discounted Prices

- Prize Giveaway

- RAW Facebook Raffle

* KISS Carnival takes place on Valentine’s Day

- Thursday, February 14th, 2012

- RAW Committee Booth

- Create the theme

- RAW and ASI Promotion

- Giveaways at the RAW Booth

* Coaching Corps

- creating a chapter here at CSUEB

- use the RAW Committee to find volunteers and coaches

- The chapter needs: President, Vice President, Director of Coach Engagement, Director of Athletic Engagement, and Director of Community Engagement

- The RAW Committee/Coaching Core Committee

* Joint Project with Environmental Affairs Committee
* Idea from PEIL meeting to install new water refill stations
* Giving away reusable water bottles possibly at the Kiss Carnival
* President **Chang** mentions that there is a career event taking place the same day as the Carnival and the RAW committee should show their presence there and advise students to stop by
* Pool Party
* Games for students that are not willing to swim but still wanted to attend the party
* East Bay 5K

- The RAW Committee is willing to help

- Taking place on May 11th, 2013

**36:15**

1. INFORMATION ITEM – **Finance Committee Report** – Erik Pinlac

President **Chang** yields the floor to VP Pinlac and he addresses the following:

* + The main project for the Finance Committee will be the budget during the Winter Quarter
  + February 1st, 2013 will be the start of the Programs budget proposal
  + March 1st, 2013 the budgets are due to (FE)
  + March 8th,  2013 the budgets are due to ED Saffold
  + March 15th, 2013 will be the first round of the budget defense
  + March 22nd, 2013 will be the second round of the budget defense
  + April 5th,  2013 will be the final recommendation from the Finance Committee to the Board of Directors
  + Not Sure what date the Board of Directors will be voting on the budget so it is to be dated

- There may have to be a special meeting

* + May 3rd, 2013 the budget will be due to the President’s Office
  + May 17th, 2013 the budget will be due to the Chancellor’s Office
  + During budget defense on March 15th, and March 22nd, 2013 at 10am it is requested that as many board members be present as possible so that managers can receive all questions at once and don’t have to be brought back in
  + **Hebert** compliments the Finance Committee on the budget’s schedule it seems to get better and better as time progresses

**-** He also recommends that the data from the survey’s be collected so that the findings can be incorporated when allocating the budget

**40:51**

1. INFORMATION ITEM – **Public Relations Report** – Pablo J. Benavente

President **Chang** yields the floor to Director **Benavente** and he highlights the following:

* Looking to put the ASI Name out to the students
* The photos from the Link provided are discussed
* Insists that the College Directors send names of students who are interested in being in having photos taken

- Also speak with the Deans

* **Hinrichs** indicates that she would like the photos at the Orientation Sessions so that ASI can be bridged with Orientation
* Possibly conduct a Raffle for the students who find all six photos and take a picture with those photos (ASI Scavenger Hunt)
* The board discusses the locations of the poster photos
* **Hebert** discusses the banners located near the entrance of the school being up until a date close to commencement
* Have photos at the Concord Campus

- “I am Nursing”

- “I am Concord Campus”

* Goal is to have 1000 Likes on the Facebook/ Instagram page by the end of the Academic year
* **Watnik** recommends on Pioneer TV a 15 second video spot of “I Am ASI”

**54:48**

1. INFORMATION ITEM – **Legislative Affairs Committee Report** – Seetha Ream-Rao

President **Chang** yields the floor to Director **Ream-Rao** and she addresses the following:

* The first Legislative Affairs Committee Meeting went well
* Committee is has 3 more open seats
* Vice Chair was discussed and will be voted o
* 3 initiatives were discussed and we will be pursuing

- City Ambassador Program

- State of the East Bay

- Legislative Affairs Database

* Next meeting will be in 2 weeks on Thursday 4:30-6pm

**56:08**

1. INFORMATION ITEM – **University Union Committee Report** – Garrick Sangil

President **Chang** yields the floor to Director **Sangil** and he highlights the following:

* + The first University Union Committee Meeting will take place Friday, January 18th, 2013
  + Would like to use what was learned from the Study Lockdown Event taking place last quarter to improve on the Study Lockdown event scheduled for this current quarter
  + President **Chang** mentions that the RAW may collaborate with the University Union committee in regards to the water refill stations
* This was looked into during the previous year and the estimates were around $15,000 due to meeting the requirements for the California Building codes.

- VP **Alzamil** inquiries from Stan Hebert if the hours in the computer lab can be extended during the Study Lockdown Events

* **Hebert** states he will advance the request to extend the computer lab hours.

**59:09**

1. INFORMATION ITEM – **Personnel Committee Report**  - Zamil Alzamil

President **Chang** yields the floor to VP **Alzamil** in which hehighlights the following:

* + Last quarter Director **Volk** and VP **Alzamil** both served in the Fitness Program Coordinator Panel
* The new Fitness Program Coordinator for RAW is A’Naja Bass
* The Personnel Committee has been approving applicants for committees
* There are six applicants for the elections committee in hopes of approving applicants by next week in time for the committee
* ASI should have a LinkedIn Profile to connect Alumni and the current employee base

**1:00:00**

1. INFORMATION ITEM – **California Budget** – Stan Hebert

President **Chang** yields the floor to Designee **Hebert** and he mentions the following:

* Has requested to table the item due to not having all the details on how the budget will impact the campus and to allow the ASI board members to ask some questions in regards to the budget
* The impact on the campus will be the recommended allocations by the government to the campuses
* With the ASI Budget calendar time has been included to retrieve all the information
* The Governor budget does usually look at a potential revision of what he has already proposed, based on the updated revenues, and expenditure projections in May time period
* Recommends that this item be put on the agenda at the following Board of directors Meeting

**1:02:24**

1. INFORMATION ITEM – **Industrial Job Panel** – Jerry Chang

President **Chang** states that this item was reviewed during the President’s Report.

**1:02:36**

1. ROUNDTABLE REMARKS

**Hebert:** states the President office reminds that on January 28, 2013 the lunch with the President has been scheduled and would like to confirm the attendance. He alsoreminds those graduating on spring to file for graduation the deadline is January 22nd 2013.

The board discusses their availability for the lunch with the President.

**Watnik**: states the Academic Senate has two Liaison Officers. The two are Diversity and Equity Liaison Officer and Student Affairs Liaison Officer. The Student Affairs Liaison Officer position has not been filled in a number of years and he mentions that he would like to change this. If the board needs more information of what the actual position entails or have someone in mind for the position, contact him and he will forward the information.

He extends thanks to the board for providing committee members, noticing that there previously was zero participation on the part of students to now there being a full slate. All the feedback that has been received has been positive. This is a good thing for the students and the faculty government.

**Parry:**  mentions that The Athletics is in full swing and thanks everyone for coming out Friday. There were over a thousand people present in the gym. She also mentions that there are two basketball home games Friday and Saturday also baseball starts on Saturday. Homecoming starts on Monday, February 4th, 2013 and goes through the whole week. The Pep Rally will be on Wednesday night it will include all student talent.

**Benavente:** mentions that since there’s a 10 cents charge for bags in Alameda County, possibly there can be reusable bags generated with the logo “I Am ASI” and can be given to students. He also seeks information about the Cross Fit Class.

**Kelso**: highlights the event Red Dress Gala that’s put on by the sorority she’s a part of. The event raises money for cardiac research in regards to women’s heart health. The event takes place in early March. She also lets the board know that they can buy tickets if they would like to attend.

**Chang**: mentions to the board that they will be autographing the posters with their photos. He also highlights that he would like all the board members to keep in mind student representation on the committees. The board will discuss this further at the following board meeting.

1. ADJOURNMENT

**Meeting Adjourned at 1:27pm.**

Minutes Reviewed by:

**ASI President**

**Name: Jerry Chang**

Minutes Approved on:

**01-30-13**

**Date**