**Board of Directors Meeting Minutes for October 17th, 2012**

1. **CALL TO ORDER**: VP **Alzamil** calls the ASI BOD Meeting to order at **12:03pm.**
2. **ROLL CALL**

Members Present Absent Members Guests

Zamil A. Alzamil Jerry T. Chang Lil Brown-Parker

Erik Pinlac Pablo Benavente

Stephanie Flowers Martin Castillo

John Erlandson Mitch Watnik

Erin L. Baca D. McKinney

Sarah Kelso

Michelle C. Xiong

Erik I. Olivar

Stephanie Pinkston

Laurel O’Brien

Seetha Ream-Rao

Derek Volk

Garrick B. Sangil

Stan Herbet

Randy Saffold

Debby De Angelis

Marguerite Hinrichs

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

**Amendment I: (Pinlac) Add information Item to cancel paychex account.**

**Motion Carries.**

**Amendment II: (Ream-Rao) Add Discussion Item on a Fee Increase by the Board of Trustee.**

**Motion: (Ream-Rao) add Discussion Item on Fee Increase Proposed by the Board of Trustee.**

**ED Saffold mentions that typically items are added as information or discussion items, and if there is an intention to speed up the process of possibly taking action, he supports bringing an item as a discussion item as oppose to an action item.**

**EVP Alzamil discussed the item was added as a discussion item as the Board of Trustee will take a stand and decision on the fee increase in their next meeting.**

**Motion Carries.**

**Amendment III: (Xiong) move to withdraw her Action Item: Academic Senate Seat Reduction.**

**Motion: (Xiong) to withdraw Action Item: Academic Senate Seat Reduction.**

**Director Xiong mentions that although the Action item: Academic Senate Seat Reduction is removed due to time constraints, as there is no time to write a resolution, there are still alternative ways which the board will proceed with.**

**Motion Carries as Amended.**

7:49

1. **ACTION ITEM - Approval of the October 10th, 2012 Minutes**

**Motion: (Alzamil) to approve the minutes.**

**Amendment I: (Alzamil) to remove the highlight of town hall-not a big fan, on the Discussion item: Idea development.**

**Motion: (Xiong) to remove the highlight of town hall-not a big fan.**

**Motion Carries as Amended.**

9.53

1. **PUBLIC COMMENT: none**

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.

There was no public comment.

1. **INFORMATION ITEM** – VP Finance Board Report – Eric Pinlac

VP of Finance **Pinlac** highlights the following:

* Funded clubs and organizations include:

-Chinese Students Association for their Gala

-Zeta Phi Beta for a conference

-East Bay Student Nurses for a conference

- AAPISU

-Health Connect granted their seed allocation.

 12.53

1. **INFORMATION ITEM –**Cancellation of paychecks account - Eric Pinlac

VP of Finance **Pinlac** highlights the following:

* He has been made the new trustee of paychex**,** and to cancel the paychex service.
* ED **Saffold,** discusses it was expected for the previous contract to be signed off by him, but because it was entered with a trustee agreement with the board, there is another resolution that needs to be done. A special meeting needs to be called to cancel these contracts, which include FSA Program (divert medical program), and removing the 401K plan.
* He proposes for the board to have a special meeting on Friday or the next executive meeting, and for VP **Pinlac** to follow up with the board to assure it will be in the agenda next meeting.
* Director **Ream-Rao** asks what is the special meeting.
* ED **Saffold** answers by saying the special meeting is for the board, as the executive board can’t execute a contract**.**

 15:03

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

Director **Ream**-**Rao** highlights the following:

* The Dean of **Pinlac’s** college sent a mass email on voter registration.
* Shares a response of a student at the Concord campus who appreciated the information on voting, and used the resources to register.
* Excited for what the legislative affairs will be doing next.
* ED **Saffold** asks if **Ream-Rao** has tracked voter numbers online before the information was sent. **Ream-Rao** mentions shewill see numbers by Friday. There were only 20 before the email was sent out, but more mass emails will be sent out.

 16:35

1. **ACTION ITEM** – Club Funding Manual– Erik Pinlac
* VP of Finance **Pinlac** proposes to change the language of the present club funding disclaimer, in regard to ASI having the right to table at any club event funded by ASI, as suggested by President **Chang**.
* **Motion:** (**Pinlac**) to change the language of the current club funding disclaimer. Change the sentence to say if the club/org feels it is inappropriate please contact the finance committee.
* ED **Saffold** proposes to correct the motion. There are no changes to be made as the policy does not exist yet. The action item is to approve the new revised policy. The motion would be to approve the policy with the change of the sentence.
* **Herbert** asks what is the rational to have rights to another event, it is an odd request, and how do students benefit from this right. VP **Pinlac** mentions it is so the board can connect with clubs and orgs, able to cross promote events, as well as to get students to attend more events.
* VP **Pinlac** states changes are up for discussion.

**Motion: (Pinlac) approve pending club funding policy 2012-2013.**

* ED **Saffold** discusses Sid from last year thought club meetings were not open to the public, providing food at those meetings were not appropriate use of student fund. He also wonders why ASI reserves the right to be at an event as it is open to all students.
* VP **Zamil** mentions having ASI tabling at events is a great idea, but it also gives clubs and organization the right to contact finance committee if they don’t feel it is inappropriate. VP **Pinlac** mentions ASI will not be present at the events if it is inappropriate for them to be there.
* ED **Saffold** mentions who determines when it is appropriate, and not appropriate to be at events. VP **Pinlac** mentions the finance committee will decide.
* ED **Saffold** mentions that the board is making a policy, but there is no process. He also mentions President **Chang** had a concern of accountability, clubs should be hold accountable.
* VP **Pinlac** highlights the line that indicates that ASI has the right to have an information table at all ASI sponsored events. He mentions that he would like this to indicate that if tabling at their event conflicts with their event to contact the Finance Committee. This was recommended by President Chang.

**Motion: (Pinlac) to change the sentence to say that if the club/org feel that this.**

ED **Saffold** mentions that the action item is actually to approve the revised funding policy. So the approval of the policy changes is not necessary. He recommends that VP **Pinlac** revises the policy with that inclusion of the change of that sentence. Then if there are further changes that are necessary the policy will be adopted with proposed changes.

**Hebert** indicates that he is interested on the rational that is behind this, he mentions to have rights to events is an odd request and how does the students benefit from this right.

VP **Pinlac** indicates that the idea of this is develop a relationship with club/orgs with ASI is being more present.

ED **Saffold** mentions that he does not understand why ASI would have to reserve a right to be present at events if the events are open to all students anyway. He mentions that the board is trying to make a policy but doesn’t have a process to entertain this policy.

The board discusses why this should be included as a policy

**Hebert** mentions that once the Finance Committee convene this can be up for discussion for now have this removed from the document so that it can receive consideration

**Amendment I: (Pinlac) approve the document without the additives that are still up for discussion.**

**Motion Carries as Amended.**

36:25

1. **DISCUSSION ITEM –** Fees from board of trustees – Seetha Ream-Rao

EVP **Alzamil** yields the floor to Director Seetha **Ream-Rao** in which she highlights the following:

* Three Tear Fee Increase
* Anyone who is over Four years or over 225 units at the quarter system charged about an additional $372.00 per unit
* There will a repeat fee of $100 per unit
* If you are taking more than 17 units there will be an additional charge of $200 per unit on top of tuition
* This will be an action item for the Board of Trustees in November

* President **Chang** and Director Ream- Rao is going to be contacting Linda Dalton to see what effect this will be having on students at CSUEB
* The board discusses arguments for the specific tears at hand
* Director **Ream-Rao** mentions that by law students will have to be educated about these. There are many ways students can have voice in this Three Tear Fee Increase
* **Hebert** mentions that this is attempt to try to find a better way of making classes available for CSU Students we are looking for the best information to bring into a discussion for these kinds of proposals

51:43

1. **ACTION ITEM** – Committee Seat Confirmations – Zamil Alzamil
* EVP **Alzamil** states that this has been highlighted in the past couple of board meetings
* Since there will be students applying for the committees during the entire year he mentions that he would like the Personnel Committee to have authority to approve these people
* The chairs of each committee will have to interview each applicant then they would make the recommendation to the Personnel Committee who then will make the final decision unless there’s disagreement then it will be brought to the board

**Motion: (Flowers) gives Personnel Committee the authority to approve applicants to serve on committees for the year.**

**Motion Carries.**

55:01

1. **DISCUSSION ITEM** – Travel Scholarship – Stephanie Flowers
* VP **Flowers** highlights that the person that is requesting the funds for the travel scholarship will be covering his own transportation expenses but the conference fees are $3,035.00
* He was given 1000 from the board the previous year and 500 from Pioneer Heights
* He is requesting another $1,000.00 from the board
* Once he gets back he will be implementing a Leadership Program, VP Flowers highlights the program that he will be attending.
* VP Flowers states that there is a scholarship that is given out once a year
* How would he bring the information back to the students on this campus
* ED **Saffold** mentions that the previous year Board of Directors wrote a formal letter to recommend him to come and request the additional funds that were needed because of this unique circumstance where students have extraordinary opportunities. He also suggests that the board requires him to give a presentation on the experience.
* **Hinrichs** mention that the Director of Public Relations can help get the word out on a presentation program that he can possibly present and make sure that this is open to all students. This may require the scholarship recipient to take videos and photos to ensure that he can present this to students at CSUEB

59:52

1. **DISCUSSION ITEM** – Board of Director Office Hours – Zamil Alzamil
* EVP **Alzamil** mentions that this was an information item at the previous meeting
* He mentions that this would be a great idea for the board to hold office hours
* This will be a way that more students can have access to us
* EVP **Alzamil** highlights other CSU’s bylaws in regards to the office hours that the board members must hold
* The board discusses office hours as a requirement
* **Hinrichs** mentions that the likelihood of students coming to see the board during office hours is quite low but the office hours can act as a time when the board can meet the goals that are set out for the position they hold. If nothing else use the office hours to do what is required for you to do mention in the bylaws as it relates to your positions.
* ED **Saffold** references that with there not being a set time where the board can be access it makes it difficult for students and even staff to locate them. He also mentions that on-call office hours are not effective office hours.

1:09:00

1. **INFORMATION ITEM** – Social Media Promotion Budget – Michelle Xiong

EVP **Alzamil** yields the floor to Director **Xiong** where she states that “for social media promotion budget, on behalf of Director of Public Relations, if we can get $100 to promote CSUEB’s ASI Page on facebook. Any student who put that they are attending CSUEB will see ASI’s page on the left and it gives them the opportunity to like our page. Because students are using social media more often and we can reach out to students at a larger volume.”

* **Hinrichs** mentions that the Social Media profiles have been connected so that friends aren’t lost. She suggested that the ASI CSUEB page be connected to the Associated Students Page
1. **ROUNDTABLE REMARKS**

**Erlandson:** sent out an email in regards to the creation of committee welcome packets was looking to receive responses but hasn’t received any yet. Also would like to discuss the strategic plan for ASI for the year.

**De Angelis:** highlights that basketball will be starting. On Thursday there will be Thursday Night Take Over starting at 9:00pm and the tailgate will start at 7:00pm in Pioneer Heights she mentions that she would like the board members to attend.

**Ream-Rao:** states that CSSA would like to conduct a CSU Wide university hour for tabling or activities for students. CSSA has a sustainability greenavation fund for environmental work. ASI can put forward a proposal for money for a green event or a campus club with the ASI president signing off on it. Overall the CSSA Meeting was great.

**Saffold:** accomplished a lot in regards to the Al Fresco and the Investiture event. Thanks all the board members who participated and tabled. Also gives special thanks to all of the ASI staff that helped out with the event. Had a discussion with Laurie today in regards to a request for proposals where students will be able to apply for grants for green initiatives. ASI will be a supporter of this; looking at using survey monkey and sending a mass email out to students. He also mentions that he is working on some initiatives for the board and will be sending around a list of projects, he recommends that the Executive Committee meetings be reestablished. Also recommends that the board meeting be pushed up due to the Halloween holiday.

**Hebert:** gives thanks to everyone who attended the Investiture and also Al Fresco. There has been discussion on if the Al Fresco should be held on a Friday in the future. There are quite a few avenues where the student voice can be heard.

**Kelso:** states that she scheduled a hike at Mission Peak and all the board members are invited.

**Hinrichs:** thanks everyone who participated in the Al Fresco, special thanks to Pablo and Sarah. She also thanks Eric for conducting the recognition renewal; there will be one taking place at 2:00pm. There has been very positive feedback for the recognition renewals. She also highlights the Fall Leadership Conference that ASI and the Diversity Center co-sponsors.

**Alzamil:** thanks everyone for all their hard work during this past week also reminds the board that there will be a meeting with the president next Monday. Also there has been a good number of students applying to the committees but is still pushing for more students for the University-Wide Committees. He also asks if the board would like to meet the week before due the Halloween holiday.

**Saffold:** indicates that the board may have to be designated on some of the University-Wide Committees. We have to actively start recruiting student leaders for these committees.

1. **ADJOURNMENT**

**EVP Alzamil adjourns meeting at 1:34pm**

Minutes Reviewed and Approved By:

**ASI Executive President**

**Name: Jerry Chang**

**10/24/12\_\_\_\_**

Date: