**Board of Directors Meeting Minutes for October 24thth, 2012**

1. **CALL TO ORDER**: President **Chang** calls the ASI BOD Meeting to order at **12:07pm.**
2. **ROLL CALL**

Members Present Absent Members Guests

Jerry T. Chang Sarah Kelso

Zamil A. Alzamil Stan Hebert

Erik Pinlac Marguerite Hinrichs

Stephanie Flowers Martin Castillo

John Erlandson Mitch Watnik

Erin L. Baca D. McKinney

Michelle C. Xiong

Erik I. Olivar

Stephanie Pinkston

Laurel O’Brien

Pablo Benavente

Seetha Ream-Rao

Derek Volk

Garrick B. Sangil

Randy Saffold

Marissa Parry

Kate Shaheed

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

**Motion: to approve the agenda**

**Amendment I: (O’Brien) to add Information Item the PEIL Sustainability Initiative.**

**Amendment I Carries.**

**Amendment II: (Flowers) to move Action Item up to Item VII.**

**Amendment II Carries.**

**Motion Carries as Amended.**

1. **ACTION ITEM - Approval of the October 17th, 2012 Minutes**

**Motion: (Chang) to approve the October 17th, 2012 Meeting Minutes.**

**Amendment I: (Ream-Rao) to change under Information Item VIII the Dean of Pinlac’s College to the Dean of the College of Science.**

**Amendment I Carries.**

**Motion Carries 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.

President **Chang** yields the floor to **Kate Shaheed** in which she highlights the following:

* Direct Alumni Relations
* Fundraising on an Introductory level for the Alumni
* Increase the awareness for students when it comes to fundraising
* The object is to increase the number of Alumni to support the University
* Asked President **Chang** to co-sign a letter for graduates of the last ten years encouraging for a gift to support the university
* The support can be directed to scholarships and the different colleges
* The gift can be given to the department that affected the graduates the most when they attended the university

10:24

1. **ACTION ITEM** – Cancel Paychex Account – Eric Pinlac

President **Chang** yields the floor to VP of Finance **Eric Pinlac** in which he highlights the following:

* HR has been switched to the foundation, therefore Paychex service is redundant
* ED **Saffold** states that ASI doesn’t need to have two FSA Accounts. There was an overlap with Paychex and ADP this month so that we can make sure that we are producing payroll for this month. This is complete so now we are free to close out the account with Paychex.
* There has to be a board resolution put in place to close the Paychex account

**Motion: (Pinlac) for the board to approve the cancellation of the FSA account as well as the 401k account with Paychex.**

**Motion Carries.**

12:35

1. **ACTION ITEM** – Travel Scholarship – Stephanie Flowers

VP **Flowers** highlights the following:

* She indicates that the board is looking at awarding an ASI Travel Scholarship fund of $1000 as previously discussed in past board meetings
* This Scholarship will be for the Presidents Election Inauguration
* There’s a press release that can be publish once he has traveled
* She mentions that she’s going to recommend that he does an online video of his experience as well as speaking on campus events

**Motion: (Flowers) to award the Travel Scholarship of $1000.00 for the Presidents Election Inauguration.**

**Motion Carries.**

14:40

1. **ACTION ITEM** – Social Media Promotion Budget – Pablo Benavente

Director **Pablo Benavente** highlights the following:

* He mentions that he is trying to receive more likes on the ASI Facebook Page
* There was an email sent out of the screen shot of the page
* Asking for a hundred dollars of the budget for ASI online ads
* Looking to get more traffic on the webpage
* The likes will be bided on
* The board discusses the Social Media Promotion
* ED **Saffold** mentions that the marketing team uses ads and this will not be coming out of the boards part of the budget but Garvin’s budget
* All marketing comes out of the marketing budget and this doesn’t have to be voted upon

**Motion: (Chang) allocation of a $100.00 for the Social Media Promotion**

**Motion Carries.**

20:23

1. **DISCUSSION ITEM** – Committee Volunteers –Derek Volk

Director **Derek Volk** highlights the following:

* Looking at getting the board’s opinion on having committee members volunteer
* Overall there has been 24 students who have applied for the RAW Committee
* I really would like for students to have the opportunity to serve on the committees as a volunteer purpose
* The motion on the floor on a future date will be to give authority to committee chairs in regards to having students serve as volunteers on committees
* **Ream- Rao** mentions that this would be a great opportunity for freshman’s to serve on committees
* The board discusses the idea of volunteers being on committees

24:19

1. **INFORMATION ITEM** – Get out the Vote Rally – Seetha Ream-Rao

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

* November 1st 2012 will be the “Get Out The Vote Rally” event
* Taking place from 12pm to 1pm
* Presentations on why people should get out to vote
* A feature on propositions in one minute

-student leaders will be explaining propositions in one minute

* The board discusses whether the event should be held inside the Old University Union or Outside in front of the Union
* **Ream-Rao** explains that if this event takes place in the University Union there’s already a captive audience
* President **Chang** states it will be the last chance to pass out buttons
* ED **Saffold** recommends that Director **Ream-Rao** meet with Garvin to have the street team promote the event.

29:41

1. **INFORMATION ITEM** – Meet the Dean Event– Erin Baca & Erik Olivar

Director **Olivar** highlights the following:

* The first Meet the Dean Event will be on November 7th,2012 from 12:00pm to 1:00pm
* New Union Multipurpose Room (this may potentially change)
* The Event will feature the two Deans from the college
* Many businesses and science clubs mentioned that they can attend
* There will be a digital advertisement put out today
* The purpose of the event is for students to voice their opinion about colleges
* Ask the Deans about classes and programs offered by the college
* The overall event will be very casual the Deans will be able to walk around and have one on one conversations
* Food

-looking to have $5 foot longs from subway and cut them into four pieces

* Total amount requested for the event will be $450.00
* The board discusses having biodegradable utensils and plates
* There can be advertisement done to the Concord Campus Students
* Look into transportation from the Concord Campus to the Hayward Campus for this Meet the Dean Event
* ED **Saffold** mentions a secondary event of having the Dean go to the Concord Campus in the future
* Hold a special meeting Friday so that this can be approved and the shopping for the event can begin
* ED **Saffold** mentions that in the future there can be line items in the budget for reoccurring events like this one

42:07

1. **ACTION ITEM** – Idea Development – John Erlandson

VP **Erlandson** highlights the following:

* He mentioned that results has been analyzed from the two big groups
* President **Chang** highlights that the data has been organized
* Small group data, medium group data, and big group data
* He shows the first individual ranking
* Presents the small group data to the board
* The averages are a little skewed
* The average declined in the bigger groups
* In four of the averages they went down by ten percent

* Ideas can be further developed once the committee starts to work on them
* The homework sheets for the board has the current averages of the big group values
* Next to the values the board will right their personal values and the advisors are welcomed as well

**Motion: (Xiong) Executive Committee assigns the ideas to the committees after the analysis is shared with the board.**

The board further discusses the Idea Development initiatives

**Motion Carries**

* The board discusses the Goal setting final report in great detail:

-Career Readiness

-Collaboration

-Impact

-Inclusiveness

-Continuity

* President **Chang** indicates that he is struggling with campus and community reach
* The page discussed will be emailed to everyone
* President **Chang** indicates that he wants the homework turned in to him Monday
* Highlights the points where there were problems
* President **Chang** discusses a possibility of a ASI pool party
* **Xiong** mentions that having a description of quality management is needed
* ED **Saffold** states that the board members should all be voicing their opinion about Idea Development
* The board further discusses Idea Development

1:37:24

1. **DISCUSSION ITEM** – Fee Increase by Board of Trustees

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

* Fees
* If over 225 units there will be a $372 per unit fee
* Course repeat fee $100.00 per unit
* Any student taking more than sixteen units will have to pay $200 per unit
* **Ream Rao** inquiries from the board if they would like to draft a resolution for this 3 tear Fee Increase.
* **Baca** indicates that she doesn’t support the Fee Increase proposed by the Board of Trustees.
* **Xiong** indicates that a resolution should be drafted in order to have the non-support in writing. She also mentions that a bus should be gathered to go and rally at the Board of Trustees Office.
* ED **Saffold** recommends that the board drafts a letter on behalf of the student body and also forwarding this letter to other ASI’s; recommends that they don’t write a resolution to something when it is not approved and defined. There can be a resolution for the letter that has been developed.
* President **Chang** indicates that Director **Pablo Benavente** and External Affairs can work on the event.

1:50:58

1. **Information item** – PEIL Sustainability initiative

President **Chang** yields the floor to Director **Laurel O’Brien** in which she highlights the following:

* Most of this item will be tabled
* The board all have received an email in regards PEIL Sustainability Initiative.
* Inviting any and all students to submit proposals on any sustainability.
* Asks board if they can help get the word out to students wanting to conduct sustainability projects.

1:53:14

1. **ROUNDTABLE REMARKS**

**Benavente**: requests for board meetings to end by 1:50pm, so that he can stay for all the items discussed in the meeting.

**Xiong:** states that the board should speak up a little more, and have we thought about what we would like to give out to students.

**Ream-Rao:** thanks everyone who helped out with voter registration the final number of people who registered to vote was 702 students.

**Volk:** there was a dining survey that came out a week ago please go in and take it. Thinking of utilizing the space where Raging Burrito was located. He mentions that he will need a thousand votes for this space to be used.

**Alzamil:** thanks the chairs of each committee for approving the committee members so far. Thanks John for preparing the committee packets.

**Chang:** thanks everyone for participating today, he understands that the idea development is extensive, highlights accountability and asks that while board members are in the meeting to pay attention and minimize the distractions. There is another focus for filling seats on committees. Student Life and Leadership recognized the board for our participation in orientations by giving us a plaque.

**Saffold:** mentions the reminder BBQ on Friday and the board presence will be fantastic.

1. **ADJOURNMENT**

**Meeting adjourned by President Chang at 2:06 PM.**

**Minutes Reviewed & Approved by ASI President**

**Name: Jerry Chang**

**11/02/12\_\_\_\_\_**

Date: