**Executive Committee Meeting Minutes for August 17th, 2012**

1. Call to Order: President **Chang** calls meeting to order at **4:05pm**
2. Roll Call

Members Present Absent Members Guests

Jerry Chang Randy Saffold

Zamil A. Alzamil

Erik Pinlac

John H. Erlandson

Stephanie Flowers

Stan Hebert

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

**No approval noted.**

1. **ACTION ITEM- Approval of the July 30th, 2012 and August 1st, 2012 Minutes**

**Motion: to approve the July 30th, 2012 and August 1st, 2012 Minutes.**

**Amendment I: (Alzamil) to correct the word resend to rescind in the July 30th, 2012 Minutes.**

**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.

**No Public Comment.**

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

President **Chang** yields the floor to VP **Pinlac** who highlights the following initiatives:

* Having the committee codes done before Summer Quarter ends

-Minor changes have been made in the wording

-the changes are pending discussion

* Improve the club funding so that it works better for the clubs/orgs

-Actual Process

-The balance of efficiency

-21-day revolving rule as opposed to the two due dates in spring

-Student org. interest

-research ORGSYNC

* Redefine the role of VP of Finance

-Be able to provide a monthly cooperate budget update

* Identify and make recommendations for revenue to subsidize the budget
* Continue to improve the empowerment of the Finance Committee
* Investigate and understand the decisions of the prior Board of Directors from the financial aspect

18:28

1. **ACTION ITEM** – Interim Director of the RAW

President **Chang** yields the floor to ED **Saffold** who highlights the following:

* Spoke with Personnel Committee last week with the possibility of looking at an Interim Director of the RAW
* This person will be used to somewhat stabilize the organization
* The RAW is ran by paraprofessionals
* The RAW was opened with two professional staff and the rest of the staff being students
* The students who are feeling the role as Assistant Coordinators are:

-highly trained

-highly functional

-highly focused

-highly dedicated

* Each one of the staff would report to Krista Smith every week in regards to what the assignments may be including but not limited to:

-hiring the staff

-firing the staff

-training the staff

* ED **Saffold** indicates that he will be having once-a-week check-ins with Assistant Coordinators to keep the place operating at an optimal level until an interim comes in
* If an interim came in we can slow down the pace on the search
* There is a search currently taking place of the Intramural Coordinator, Activity Sports Coordinator, and Fitness Coordinator
* The interim can run all of operations, equipment rental piece, and a lot of the day to day pieces.
* There was a tour and a luncheon put together for the proposed Interim Rebecca Harper in which about 90% of the Assistant Coordinators gave great feedback on her
* ED **Saffold** mentions that he would like to start the search sometime around January this can take 6 months up to a year
* Proposing the possibility of not using a company to hiring a director, giving that we have enough time to do our own search especially now that we have our own HR back in facilities.
* Conducting the whole search for under $14,000
* There will be good campus wide representation to sit on the search committee:

-Jennifer Miranda

- [Huynh, My-Lan](http://webapps.csueastbay.edu/public/staffdir/index.cfm?ID=061757545755&Fuseaction=ShowDetails&MAXRECS=20)

-2 Students from the RAW Center

-One Vice President from Personnel Committee

**Motion: (Pinlac) to approve the Interim Director of the RAW that was proposed by ED Saffold.**

**Amendment: (Pinlac) to change the language of the original motion mentioning to approve the creation of Interim Director of the RAW for the Personnel Committee to approve the appointment thereof.**

**Amendment I Carries.**

**Motion Carries as Amended.**

50:22

1. **INFORMATION ITEM** – Telecommuting and Flex time

President **Chang** yields the floor to **ED Saffold** in which he highlights the following:

ED **Saffold** mentions that the commute patterns have changed over on the 580 coming from the San Joaquin Valley towards the Bay Area. This summer has been the busiest time and ironically it is supposed to be the lightest time of the year. My concern is because traffic will be increasing coming Fall Quarter all the way up until Spring Quarter. It would work a little better if I can work from home from the hours of 8 to 10 then head to campus once the traffic dies down. Also proposing a telecommuting day but with the office hours needed in the RAW the day would have to be on a Friday. I was trying to by-pass any speculation of myself trying to take a three day weekend but Friday will be the only day that I would be able to do telecommuting.

53:00

1. **INFORMATION ITEM** – Revisions of Articles of Incorporation

President **Chang** yields the floor to ED **Saffold** in which he highlights the following:

* There was a change to the language indicating the President of the University and the Chancellor
* The assets are now reverting to the state and not to nonprofit organizations that are organized
* We have until December 31st, 2012 to get our articles in line
* Resolution of the Board of Trustees
* Vote to approve to the proposal to the body that we make this change

57:20

1. **DISCUSSION ITEM** – Value Metrics

President **Chang** states that the committee is currently on round two of reviewing the resolutions. We haven’t seen how they would differ yet. All five rounds should be completed by next week. We really cannot do an effective job on the committee codes until the Value Metrics come together.

ED **Saffold** states it was recommended that he starts coming up with a version of the value metrics that applies to programmatic issues.

President **Chang** recommends adding ED **Saffold** on the Value Metrics Chain.

The committee continues to discuss the Value Metrics

1:02:00

1. **ROUND TABLE REMARKS**

**Alzamil:** discusses the retreat prices and research, also mentions that the Cal Lodge is cheaper compared to pass retreat locations. ED **Saffold** mentions that even though the Cal Lodge is in fact cheaper we still have to factor in the transportation price to get there. EVP **Alzamil** mentions that the transportation prices are no more than $700. ED **Saffold** states that this is a reasonable compromise of the safety; it is highly recommended that the members of the board do not drive themselves. If staff is driving the liability is a lot better.

**Erlandson:** mentions to the committee that they have been doing great thus far.

**Chang:** states that he will be spending the morning at the Chitagua Convocation. It was interesting to see the initiatives that the Concord Campus was engaged in. It was a pro-contra costa session, looking at doing something similar for the Hayward Campus. He also mentions that he met with the Government Relations Director and came back with a lot of resources that can we can connect to the students , if we have that focus on helping students become career ready, this being internships and jobs for the students. He sees a strong commitment throughout the organization to connect the resources to the students that already exists.

1. **Adjournment**

**Motion to adjourn meeting at 3:52pm**

**Motion Carries.**

Minutes Reviewed by:

**Executive Committee Chair\_\_\_\_\_\_\_\_**

**Name: Jerry Chang**

**09-05-12**

**Date:**