**Internal Affairs Committee Meeting Minutes for April 20th, 2012**

1. **Call to order:** VP **Pehrson** calls meeting to order at **8:40am**
2. **Roll call**

Members Present Absent Members Guests

Lyla Pehrson Stan Hebert Randy Saffold

Courtney Symonds Marguerite Hinrichs

Corrie Christine Christopher Prado

Tenaya Davis Melanie Sutrathada

Jonathan Stoll Yijia Guo

Jerry T. Chang Jamie Piazza

1. **Action Item - Approval of the Agenda**

**Motion: (Piazza) to approve the agenda.**

**Amendment I: (Davis) to change items VI and VII instead of resolutions to adopt we would like to change to approval of the policies and strike off item VIII.**

**Amendment I Carries.**

**Amendment II: (Davis) to add an Information Item: Jonathan Stoll’s Presentation.**

**Amendment II Carries.**

**Motion Carries as Amended**

1. **Action Item - Approval of Minutes April 6th, 2012**

**Motion: (Christine) to approve the April 6th, 2012.**

**Motion Carries.**

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. **Action Item- Resolution to approve proposed Remuneration Policy 5:35**

Chair **Pehrson** indicates to the committee that the content of the Remuneration Policy would stay, and if the committee does decide to approve the policy the clause of the document number would have to be included. She gives a brief overview of the Remuneration Policy to the committee:

* It is how to compensate the Board Members for what they do.
* Cut the funds for the Directors of Colleges from $600 to $300 instead of the original amount being cut to $250.
* Chair **Pehrson** and President **Prado** feels like $300 is an appropriate number
* **Davis** mentions when we look at the comparisons of workloads compared to the colleges to other specialized directors $300 is more appropriate.
* Chair **Pehrson** indicates that most people worked 12 months in the previous year and were paid for their duties, while others only will be working 10 months out of there year so they would not be receiving funds for those summer months.
* If directors have special initiatives approved by Executive Director **Randy Saffold** and President of ASI **Chris Prado** they would be able to work during the summer and receive pay for the 12 months.
* **Davis** indicates that she thinks $25 is too much for committee members to get paid per meeting; it possibly should be cut down to $20.
* ED **Saffold** indicates that the committee member positions are all free positions in which they receive an appreciation stipend of $25 for every meeting that they attend. We are not compensating them for their time it just an appreciation.
* Chair **Pehrson** indicates in the Remuneration Policy, committee members will be compensated $25 per meeting attended.
* Director of Public Relations will be changed Director of Communications

Chair **Pehrson** reads the Remuneration Policy to the committee members. In order for them to see the content of the policy, the committee members propose a few necessary changes when it comes to the wording of the Remuneration Policy.

**Motion: (Davis) to approve the Remuneration Policy**

**Motion Carries.**

Chair **Pehrson** states that she will be brining this to the board.

**5:35-22:44**

1. **Action Item- Resolution to approve the proposed Education Reimbursement**

Chair **Pehrson** states that this is something that ED **Saffold** has worked on. This will be the policy that we have thus far when it comes to the Education Reimbursement. Chair **Pehrson** along with the committee members will be reading through the Education Reimbursement in which they highlight the following corrections:

* Chair **Pehrson** indicates that ASI can be stated instead of Associated Students to sum things up.
* **Davis** mentions that the education should be from an accredited four-year university.
* ED **Saffold** mentions that it is for two consecutive quarters.

The reimbursement originally stated that employees can attend CSUEB and we would pay for their entire education, what I have to do to compensate due to the

fact that we are opening up the option for many more people to attend. We do not have an unlimited amount of resources and money to afford this, so it is annually. Each year they would only be eligible for two consecutive quarters, or semesters of reimbursement, this limits how much money each individual staff member will receive from the organization. Especially if we are opening it up to more people who may not qualify to get into CSUEB but may qualify to get into another University. Most people are going to take their courses during the less busy months like spring or summer. If they decided to take the classes three consecutive quarters the organization begins to lose their staff for longer periods of time.

* ED **Saffold** states that the Reimbursement should indicate employees can take classes for up to two quarters /sessions for semester annually.

The committee discusses how they would like to word the Education Reimbursement.

* ED **Saffold** indicates that up to eight units are the minimum number a person can take. For the quarter system we will take out all the semester system language.
* Chair **Pehrson** indicates the last sentence can be after the quarter and semester system language.
* The committee decides on separating the information about quarter system and semester system
* For semester system not exceeding equivalent costs outlined in the CSUEB catalog per two sessions annually.
* Chair **Pehrson** states that we should be specific when it comes to good standing, indicating that the employee should be in good standing.

**Davis** states that due to the meeting being time sensitive the committee should possibly strike this down until the next following committee meeting so that it is not rushed and thoroughly went through. Chair **Pehrson** indicates that this is a good idea and this would give her time to go through it with EVP **Caldwell.**

**Stoll** states that he completely agree with the benefit of this in terms of sharing education, I would argue that because I enrolled in the MPA( Masters of Public Administration) program beginning Fall 2011, I don’t know if it’s possible or if ASI would consider grandfathering. Considering that I enrolled in this program under the impression that ASI would provide this benefit at least at the time being for the entire duration, I am expecting to graduate within three to four quarters. I am taking three classes per quarter as opposed to the two that the program is generally encouraging. Or by the spring of the following year if not many employees have utilized the education reimbursement there can be some type of application that would go beyond that cap.

**Chang** indicates that he would be in support of doing this because he is in the middle of his degree program.

ED **Saffold** states that with the good will of ASI, this is a common practice when there is a major change made within the organization. To not create bad moral within the organization there will be a plan made starting July 1st, 2012 moving forward any employee brought on would be under this so I can fully support taking John’s position on this to personnel to be grandfathered since he is the only employee utilizing this benefit as of now.

**Chang** states that ASI should be grandfathering that specific person’s participation in the program not the individual person.

**22:44-1:03:42**

1. **Information Item- Jonathan Stoll**

**Stoll** highlights some events that have taken place recently as well as upcoming events:

* BBQ this past Wednesday with the live at noon
* Hopefully at the end of spring quarter looking at starting that again
* Today there will be the Spring Fling Dance in the Dining Commons
* Tomorrow there will be an Amazing Race Event Bart Edition collaborating with RHA
* April 24th, 2012 Earth Day- Diversity Center has Dr. Lee speaking about sustainability
* First Event of Gum Drops and Lolly Pops Concert Series
* 3 events this quarter-Independent Rock Bands will be performing
* Between the Line Speaker Series- Dr. Laura Nater speaking about the objectification of women
* Movie on the Lawn over in RHA Buildings at 8:00pm
* The entire May Calendar will be coming out next week
* There will be a game series:

-In it to Win It

-Fear Factor

-Total Wipeout

* May 19th, 2012- Spring Fest

-Tickets will increase Monday from $5 for students to $10 for students and from $25 for guests to $30 for guests

-at the door it will be $15 for students and $35 for guests

* There has been anywhere from 500 to 600 tickets sold thus far, anticipating to reaching projected goal of 2,000 to 3,000 people
* KMEl Radio promotions will begin 2 to 3 weeks before the event
* We also ran a Spring Fest Star Search on Face book- who ever receives the most likes on there will open for the artists
* Red Bull will be designing the VIP area
* The concert will be held in the Amphitheater
* ED **Saffold** and I will be meeting with Mark O. to talk about vendors, parking, and accommodation of disabled parking.
* Opportunity to provide the board members with two tickets so that they can participate in a meet and greet instead of the board members being back stage because there is going to be a back drop
* The board members will not be able to bring their guests to the meet and greet
* Had a meeting with UPD and squared away the security

1. **Roundtable Remarks**

**Symonds:** the debate is next week on Wednesday. She lets the committee know that they can sign up for ticketsand on Face book.

**Chang:** states that there is going to be an Earth Day Event right before the Debate Event. Hopefully everyone can promote the Earth Day event.

**ED Saffold:** states that Sonoma State has had their student union dissolved, his assets were handed to the state. Chris Brown from the foundations will be going down to San Jose State, I don’t know if this is public. The relationship between the foundation and us will be changing. We need to be concerned about our benefits and making sure that we have a smooth transition. We were in the process of getting our own PERS Accounts and taking over it. PERS called me this week and informed me on a new glitch, in which the federal government is making new standards indicating that we may not qualify for the federal benefits. Also I went to SJSU last night and saw the Recycled fashion show, would love for ASI to put something like this on. Then to possibly have finals against other Universities on who can design the most sustainable fashions. I did learn that at SJSU they are calling in all their auxiliaries to talk about their operating agreements. Will keep an eye out on changes and policies being made when it comes to the CSUEB

**Christine:** states that she would like to discuss with ED Saffold the option of having recycling bins at Spring Fest. I spoke with Krista about it and she stated that she have a ton of bins.

**Pehrson:** thanks the committee members for all their diligent attention and input on these policies. Also informs **John Stoll** that she has received the promotion items for Spring Fest. I was able to distribute some in the Kinesiology Department. See the committee in two weeks

1. **Adjournment**

**Motion to adjourn the meeting at 9:56am.**

Minutes Reviewed by:

**Internal Affairs Committee Chair**

**Name: VP Lyla Pehrson**

Minutes approved on:

**05-04-12**

**Date:**