

Programming Council Meeting Minutes of February 28, 2014

I. CALL TO ORDER: Chair **Cruz** calls meeting to order at **9:10 AM.**

II. ROLL CALL

Members Present

Raymund Cruz
Jennivy Tabbay
Yvonne Guzman
Hendrix Erhahon
Stephanie D. Luna
Angela R. Gonzales
Monica Juarez
Everett Lai
Chris Gallagher

Absent Members

Tamisha Latimore

Guests

Chandra Kohler
Tiffany Jones
Marc Cochran
Michelle Xiong
Kathy Cutting
Mo Salman

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

Amendment I: (Gallagher) to add in Information Item - Startup Weekend.

Motion: (Gallagher) to approve the amended agenda.

Motion carries.

IV. ACTION ITEM – **Approval of the February 14, 2014 Minutes**

Chair Cruz approves the February 14, 2014 Minutes.

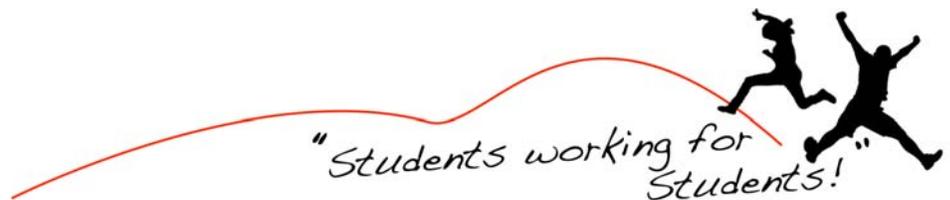
V. PUBLIC COMMENT – **Public Comment is intended as a time for any member of the public to address the committee on any issues affecting ASI and/or the California State University, East Bay.**

No Public Comment.

VI. INFORMATION ITEM – **Shirt for a Cause Event**

Chair **Cruz** addresses the following:

- Shirt for a Cause is an event where students can donate two of their old shirts and in return they get back a CSUEB shirt.
- ASI President **Xiong** states that ASI will provide a certain amount of shirts, logo and everything will be figured out later, and the idea is that students can donate old shirts that are still in good condition to be traded for a new CSUEB shirt. All the shirts that are collected will be donated to a homeless shelter.
- Vice Chair **Gallagher** questions if this event was similar to an event CSUEB had a couple of years ago. ASI President **Xiong** answers by saying yes in 2010 in the Bookstore if you traded in an old sweater you got a new one from the bookstore.



- Vice Chair **Gallagher** questions how successful the event was. ASI President **Xiong** answers by saying the event was too successful. The sweaters from the bookstore were so much more expensive that they ended up over using what they were supposed to use.
- ASI President **Xiong** states in response to AED **Kohler**'s question that the shirts for the upcoming shirt event will be pre purchased sometime spring quarter.
- AED **Kohler** states that this event would be perfect to put on her calendar for Earth Day every day, ASI President **Xiong** agrees but only if the completed shirts can be produced in time.
- Vice Chair **Gallagher** questions if there was a budget and asks for a rough estimate of what was spent at the previous event. ASI President **Xiong** states that she can find out that information because she doesn't know, but her and Randy had a conversation where he told her that at the previous event they did go over their budget.
- Chair **Cruz** gives an idea that instead of giving the whole shirt if the budget doesn't fit, just give 30-40% off from the bookstore.
- The committee discusses doing the event like a luck-of-the-draw where some receive a voucher and some receive the sweaters or some get 30% off.
- ASI President **Xiong** states that the idea is that students wouldn't have to pay the extra.
- ASI President **Xiong** states that a shirt is averaging them \$8. They're thinking of 100 shirts so \$800.
- AED **Kohler** states that even if they did give the students a percent off the average shirt at the bookstore cost about \$25 so we would still be paying way more at the bookstore than pre purchasing shirts

11:10

VII. ACTION ITEM – Study Night Budget

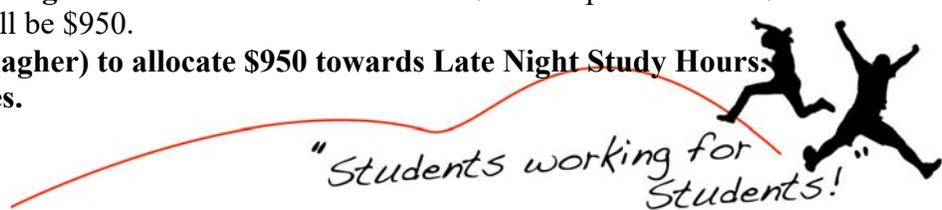
Chair **Cruz** addresses the following:

- **Angela R. Gonzales** states that the granola bars aren't the same price anymore; they are \$9 instead of \$6.59. It may be because of the club discount. Also, the oranges weren't online to get a quote.
- **Yvonne Guzman** states that the oranges were online there just wasn't any picture.
- Vice Chair **Gallagher** states to they can add in an extra \$15-20 to make sure they have everything.
- **Angela R. Gonzales** states that it is \$9.89 for a 24 pack of Nature Valley granola bars.
- ASI President **Xiong** mentions that an exact price is not needed, as long as the estimated price does not exceed value.
- Vice Chair **Gallagher** states that the total now is \$825.85 plus tax it is \$902.24 and the cap will be \$950.

Motion: (Gallagher) to allocate \$950 towards Late Night Study Hours.

Motion carries.

"Students working for Students!"



19:42

VIII. ACTION ITEM – **Earth Week Budget**

Chair **Cruz** addresses the following:

- Received a copy of Kathy Cutting’s Earth Week funding request dated April 1-30, from Michelle. Kathy is trying to buy refillable water bottles, which is a clean canteen.
- CSSA gave \$1000, the Programming Council wants to give them \$2000 more as an ASI Board Initiative, and President Morishita will equal that so Kathy will receive a total of about \$6000. That \$6000 is enough to get about 500 water bottles.
- Director of Environmental Affairs **Cutting** states that she is going for the clean canteens because they are sustainably built from steel and will last a long time. She also met with marketing yesterday and they are working on the logos for the water bottles. In terms of the shirts Kathy found a store where they have shirts for \$6.95 and are made out of organic cotton. There is a sorority that will be helping out also. One of her committee members came up with an idea to plant a garden, and she mentioned to Kathy that her sorority is really interested in providing a drought tolerance plant and they are thinking of using these plants/planting them as a giveaway. Marketing is making a banner for the Environmental Affairs committee to use since they started tabling during the week and they need something to identify who they are. It will be \$240 for a banner that is high quality so it should last a long time. Kathy wants to change the name to Earth Day Every Day and use the month of April to promote everything on campus that pertains to helping out like the t-shirt exchange. She also wants to provide parking permits for vendors who want to come out and set up informational tables. President **Xiong** responds by saying she doesn’t think it is going to cost any money because ASI is able to do an electronic parking permit from Parking and Transportation.
- Director of Environmental Affairs **Cutting** asks for a cushion in her budget in case any unforeseen cost comes up.
- Director of Environmental Affairs **Cutting** states that she is doing a Freshman Day of Service program where they are marking off the nonsmoking sections on all the buildings. They will be either printing out or hand making signs to post, she will have more information next week on what the actual idea will be. This may incur a cost from the Programming Council; the other people that Kathy is working with are taking some money from their own budgets.
- Director of Environmental Affairs **Cutting** states that hydration stations will be installed by facilities to go along with the water bottles.
- Chair **Cruz** states that he calculated the total and everything comes up to about \$3,340 and asks Kathy if she wants the budget to be allocated to \$3,500. Director of Environmental Affairs **Cutting** states that would be great.

Motion: (Gallagher) to approve a budget to not exceed of \$3,500 to go towards Earth Week.

Motion carries.

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31:28

IX. DISCUSSION ITEM – **Sub-Committee formation for Club Fest**

Chair **Cruz** yields the floor to **Hendrix Erhahon** to address the following:

- Club fest is coming up in May and he is emailing Ray back and forth about Student Life and Leadership cosponsoring the event and to access more clubs and organizations to attend the event. Erhahon is part of the subcommittee and wants to have people from the Programming Council to be involved in planning the entertainment line up with him and Chris. The subcommittee will be formed featuring a few members from Student Life: Brandy, Harvey, Elise Smith; who are interested in being a part of the Programming Council, and Hendrix.
- Two council members express that they want to be a part of the subcommittee. One admits that she will not be able to be fully dedicated.
- Chair **Cruz** states that you do not have to physically be at the subcommittee meetings because notes will be sent out about what was discussed in the meetings, if someone is not able to show up. You just need to give feedback afterwards.
- **Erhahon** states that he wants to be able to schedule a meeting in the ASI office; he just needs people's availability.

34:33

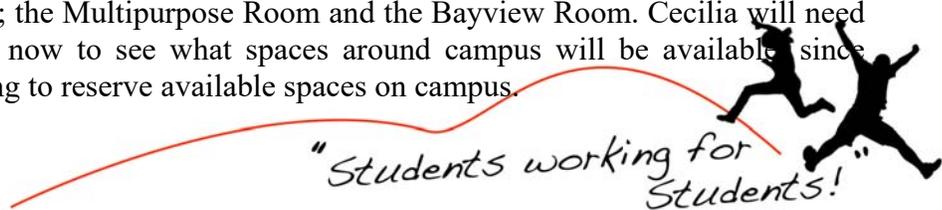
X. INFORMATION ITEM – **Startup Weekend**

Chair **Cruz** yields the floor to Vice Chair **Gallagher** to address the following:

- Update on Startup Weekend, Gallagher is bringing it to the Programming Council because some of their funds will probably go towards this event. Startup Weekend is a way to get students together for one weekend, Friday-Sunday, to create a startup company, whether it is building an app or any type of small company. The ASI Board of Directors is behind this event with some other people who are going to try and have this event at CSUEB. Last weekend Gallagher and a few others went to the startup weekend in Oakland to see how it was set up.
- The plan for CSUEB is to get together Friday afternoon where students get to pick their teams and come up with an idea of what they want their startup company to be. Friday night, Saturday, and Sunday morning is when they can work on their projects and Sunday night will be for everyone to share what they came up with. The team with the best idea will get funds to keep building on that startup.
- Chair **Cruz** states that he thinks the board is talking about this event being in May.
- Vice Chair **Gallagher** states that it will be either the week before or after Club Fest.
- **Salman** states that in May there are a lot of meetings happening on campus, so how would everything be kept from crossing over each other. Vice Chair **Gallagher** responds with that they can reserve the multipurpose room and they have options to work in Meiklejohn or the Science buildings.
- **Salman** states that the Old Union will be shut down in May, so there are only two spaces available; the Multipurpose Room and the Bayview Room. Cecilia will need to be contacted now to see what spaces around campus will be available since everyone is trying to reserve available spaces on campus.

41:40

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XI. ROUND TABLE REMARKS

Gallagher: Warriors update; ASI started selling tickets on Monday and now they only have about 15-20 tickets left. He wants to thank everyone for all their help marketing. After next Friday they will be selling the April 4 tickets. He asks that whoever is in the Wellness Committee please stay behind.

XII. ADJOURNMENT

Meeting adjourned at 9:52 AM.

Minutes Reviewed By:

Director, University Union

Name: Raymund Cruz

Minutes Approved on:

4/10/14

Date:

