

**ASI Board of Directors’ Special Meeting Minutes of March 4, 2015**

1. CALL TO ORDER: President **Alhathal** calls the meeting to order at **12:10PM.**
2. ROLL CALL

Members Present Absent Members Guests

Thamer Fahad Alhathal Keeret Uppal Lil Brown-Parker

Marie Alexandra R. Ibarra D. McKinney Michael Moon

Jordan Leopold Janeesha Jones

Hendrix Erhahon

David Lopez

Hamdi Ghanim

Sharan Kandasamy

Megan Pineda

Stephanie Luna

Michael Ryan Cesena

Ainsley Shallcross

Daphne Mae Thomas

Martin Castillo

Erik Pinlac

Kenrick Ali

Tenaya Davis

Marguerite Hinrichs

Michael Hedrick

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

**Amendment I: (Shallcross) to remove INFORMATION ITEM – Travel Fund Request for Sustainability Conference.**

**Motion carries.**

**Amendment II: (Erhahon) to make INFORMATION ITEMS – Elections Committee and Elections Committee Codes a DISCUSSION ITEM.**

**Motion carries.**

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

**Motion carries.**

1. ACTION ITEM - Approval of the **February 18, 2015 Minutes**

* VP of External Affairs **Lopez** states that on page 6 CRC should be changed to CIC.

**Motion: (Kandasamy) to approve the February 18, 2015 Minutes.**

**Motion carries.**

1. 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.**

**Michael Moon** addresses the following:

* Faculty Affairs Committee representative to the Semester Conversion Steering Committee
* In the last Semester Conversion Steering Committee President **Alhathal** and VP of External Affairs **Lopez** represented students clearly and effectively. It reminded everyone how important it is to have student feedback.
* The Faculty Affairs committee received a referral from the Academic Senate on January 29, 2015 to develop a 10 year calendar for approval from the Academic Senate by the end of Spring 2015.
* There are many restrictions on developing the academic calendar:
  + Needs a minimum of 170 academic work days per academic year.
  + Maximum of 180 days
  + Within those 170 days, about 147 instructional days are required per year
  + Recognize holidays
* Potentially adding a Winter Intercession, which provides options for students
* **Michael Moon** questions the Board about their thoughts on the semester conversion.
* Academic Senate Chair **Hedrick** suggests that **Michael Moon** tell the Board what a typical semester campus looks like in the CSU system.
* **Michael Moon** states that typically they would have a start date of the last week in August, a two day Thanksgiving break, fall semester ends third week in December, 2-3 weeks of winter intercession with a start date around MLK Day, Spring break would be a week-long with and end date in early to mid may, summer session (a full semester compressed), and some schools have a 2 five week long mini-terms during the summer.
* **Michael Moon** states that there will be a fall semester and a spring semester. Two terms of about 15 weeks for instruction each. So it is no longer 10 weeks of instruction but 15 weeks.
* Senator, College of Science **Ghanim** asked if for winter intersession will there be classes offered.
* **Michael Moon** states that winter intersession is only about two weeks and it depends on the program whether classes are going to be offer. Winter intersession and summer session typically are university extension, self-support.
* **Michael Moon** states that for midterms teachers are still working on that and they are trying to figure it out. As for registration the drop deadline will be pushed back as well as the withdraw deadline.
* Director, Sustainability **Shallcross**, states the only concern that she has heard is whether summer is going to be long enough for them to be able to have a summer job.
* Academic Senate Chair **Hedrick** states that the summer is the same length it is just the shift in which month it starts and ends. Only that first initial summer of 2015 is compressed.
* **Michael Moon** states that 90% of institutes of higher learning are in the semester system. Students in the quarter system are behind 90% of students who are looking for jobs/internships.
* Interim Executive Director **Pinlac** questions how the committee is seeking feedback from students and how ASI can help.
* **Michael Moon** states that they are looking to have a website where they can present prototypes. ASI can take the lead by questioning students about their input on the calendars.
* **Michael Moon** states that the calendar subcommittee of the Faculty Affairs committee will have an open forum in late March 2015.

**22:55**

1. REPORTS

**VP of Finance — Jordan Leopold**

President **Alhathal** yields the floor to VP of Finance **Leopold** to address the following:

* Finance Committee
  + 1st Meeting Held
    - Welcome Packet
    - Still looking for more members
  + Next Meeting
    - Policy Approval
    - Budget Prep
      * Timeline
  + Club Funding
    - Low volume of club funding requests
    - Available Club Funding - $9,437
    - Creating awareness for clubs to come and request funding
    - President **Alhathal** questions if the $9,437 included Fall quarter’s leftover money.
    - VP of Finance **Leopold** states no, but when included it would be approximately $20,000. That being said he needs everyone’s help to put the word out about applying.
    - Business Services Manager **Brown-Parker** suggests that they do not get too excited about the extra money because typically when it is spring quarter there is a great increase in requests.
  + Budget Timeline
    - March
      * Dept. Budget Proposals’
      * Mtg. w/VPF, ED, Budget Analysts
      * ED Review
    - April
      * 6-10; Finance Committee Review
      * 15-22; BOD Review
      * Student Affairs
    - Justice in Action
      * Thursday, April 30th, 2015
      * Old UU, 311
      * Supplemental to Cornell West
      * Format
        + Artist
        + Community Organizer
        + Keynote Speaker – Bobby Seale
    - Industry Job Panels
      * School of Arts and Media
      * “The Business Side of Being Creative”
      * March 11, 2015
      * 5-6:30pm
      * Pioneer TV Studio
      * Panelist – TBA
    - Resolution
      * African-American Student Success
        + Retention Rate

Total Ave: 47%

Female: 27%

Male: 23%

* + - * + Faculty Diversity
        + Program Expansion
        + Next Steps

Differ to External Affairs Committee

Discuss at next BOD Mtg.

* Associate VP Student Affairs **Castillo** questions if he has any idea why people aren’t submitting funding requests.
* VP of Finance **Leopold** states that he is not sure and that he has been in contact multiple clubs. He feels like maybe students aren’t just taking the initiative to do so.
* Associate VP Student Affairs **Castillo** questions if there are any concerns about the job panel coming up and the advertisements are still not out.
* VP of Finance **Leopold** states that the date was just solidified last week, no they are just trying to get the word out about the event, for people to save the date, and the panelist will be announced. This is all to build up the potential audience.
* VP of Finance **Leopold** states that he has heard about that and that it is in his draft of the resolution and the Kaleidoscope Program. Within the resolution itself, it’s stressing the sustainability in the programs and strengthening it. Retention rates are a huge issue; Governor Brown has made it an issue to discuss retention rates. He even said that he would give $25 million to the institution to work on that in an innovative way.
* President **Alhathal** states that in regards to the Social Justice event, it has not been approved by the Board and it sounds like the event is going to happen but it will not happen before approval.
* VP of Finance **Leopold** states that the money that they will be using for the Social Justice event will be the $5000 that is allocating towards political events. Programming Council is

aware of the event, in which it cannot be approved until they have a budget.

* Director, Student Life Programs & Leadership **Hinrichs** states that the Diversity Center could probably fund the event.

**37:35**

**Senator, College of Business and Economics — Sharan Manikandan**

President **Alhathal** yields the floor to Senator, CBE **Kandasamy** to address the following:

* Improvements
  + Increase Awareness of ASI in College of CBE
    - Brochure Stand
    - Bulletin Board
      * Approved by the Dean
    - Space in the existing facilities (bulletin board of CBE)
    - Handouts and Event posters to be posted in the College
    - Suggestion Box
* Student Concerns
  + No vending machines in the College of CBE.
  + Food not available for students having late classes
  + Study Area
  + Access to business rooms (after hours)
* My Ideas
  + Working on getting vending machines
  + Longer working hours for Einstein Bagels/Starbucks
  + Have a room allotted for Study Area (like The Cave)
  + Stock Room (Computer Lab) Replacement to the Library
* Future
  + Lunch with the Deans – (Meeting on March 24th, 2015)
  + Business Exhibition (Orgs and Clubs)
  + Event – Business Brains
  + Giveaways
    - Chargers
    - Pencils
    - calculators
  + Committee for CBE
* Athletics Department **Davis** states that Senator, CBE **Kandasamy’s** concerns and ideas are very valid.

**48:12**

**OLD BUSINESS**

VII. ACTION ITEM — **Travel Fund Request**

President **Alhathal** addresses the following:

* Kasondra Vanpykerengerth requested $325.00

**Motion: (Lopez) to approve $325.00 for flight tickets for the conference.**

**Motion carries.**

**49:23**

**NEW BUSINESS**

IX. ACTION ITEM — **Student Outreach**

President **Alhathal** addresses the following:

* Potentially purchasing 6 iPads for elections and tabling.
* VP of External Affairs **Lopez** states that the External Committee wanted to get 6 iPads for senators while they are tabling, instead of bringing out everything they can just show people on the iPad. For example during the elections instead of having just one laptop for people to vote on they will have 6 iPads and that way 6 people can vote at the same time.
* Interim Executive Director **Pinlac** questions the security of the iPads during tabling.
* President **Alhathal** states that when approving they can add in the cost of the safety of the iPads.
* President **Alhathal** states that the money is coming from the Board Initiative Budget.

**Motion: (Ghanim) to approve to purchase 6 iPads with the safety gears.**

VP of Finance **Leopold** questions what would be the cost.

President **Alhathal** states that they do not know because they do not have the cost of the safety gears.

Director, Programming Council **Cesena** questions if they could get a student discount.

Interim Executive Director **Pinlac** states that for Apple iPads they will not be receiving a discount.

Director, Wellness **Luna** questions who will be in charge of keeping track of the iPads.

President **Alhathal** states that they will be in Interim Executive Director **Pinlac’s** office.

Interim Executive Director **Pinlac** states that they would do the same process as they do with the camera equipment.

**Motion carries.**

**53:48**

X. DISCUSSION ITEM — **ASI Quarter-to-Semester Committee**

President **Alhathal** yields the floor to VP of External Affairs **Lopez** to address the following:

* Creating a subcommittee in External Affairs in regards to the quarter-to-semester conversion, this is for students to have their voices heard.
* Student Quarter-to-Semester Committee
  + 1 freshman student
  + 1 sophomore student
  + 1 junior student
  + 1 senior student
  + 1 student from each college
  + 1 representative from Academic Senate
  + VP of Student Affairs representative
  + 1 person from the Personnel Committee
* Outcome
  + To ensure that the voices of the students are heard, throughout the quarter to semester conversion process.
  + Address issues concerning students with the University, faculty and external entities to

the CSUEB Campus, as transition into this quarter to semester conversion.

* + Work closely with the CSUEB Foundation Board, the Academic Senate
  + Capture the student voice in order to make recommendations to the Board, the University, and the semester conversion committee.
* The Board will oversee the committee and the student-at-large’s will get stipends.
* AD-Hoc committee for 4 years.
* External Affairs Sub-Committee Code
  + Name
    - The name of this committee shall be the Quarter to Semester Conversion Committee. This committee is an ad hoc committee of ASI External Affairs Committee.
  + Purpose and Duties
    - The Quarter to Semester Conversion Committee is responsible for creating, supervising, and carrying out the policies of ASI in regards to entities external to it. The purpose and duties of this committee shall be to:
  + Membership
    - The Vice President of External Affairs of the Board of Directors shall chair the Q2S Student Voices Committee and shall be a voting member.

Other voting members of the Q2S Student Voices Committee will include:

* + - One student-at-large from the College of Letters, Arts and Social Science, student-at-large
    - one student-at-large from the College of Science, student-at-large
    - one student-at-large from the College of Business and Economics, student-at-large
    - one student-at-large from the College of Education, and Allied Services, student-at-large
    - one student-at-large from the Freshmen Class, student-at-large
    - one student-at-large from the Sophomore Class, student-at-large
    - one student-at-large from the Junior Class, student-at-large
    - one student-at-large from the Senior Class, student-at-large
    - one student-at-large from any graduate program,
    - student-at-large a member of the ASI Personnel Committee,
    - Executive Director shall serve as a non-voting advisor to the Quarter to Semester Conversion Committee,
    - a representative appointed by the Vice President of Student Affairs Division shall serve as a non-voting advisor.
    - a representative appointed by the Academic Senate shall serve as a non-voting advisor.
    - Committee terms shall be one year.
  + Meetings
    - The ASI Quarter to Semester Conversion Committee shall meet at least twice a month during the academic year.
  + Overall Purpose
    - To ensure that student concerns are being heard in the quarter-to-semester conversion.
    - This committee will review the general education, graduation requirements, and student retention rates in order to ensure all concerns are being heard.
* Interim Executive Director **Pinlac** states he will double check the by-laws to see how long they can have an AD-Hoc committee.
* **Eileen Barrett** states that the semester conversion committee would love to work with this committee as closely as possible to keep them informed.
* President **Alhathal** states once the committee is approved they will be sending out mass emails.

**1:01:29**

XI. DISCUSSION ITEM — **Senator, College of Education and Allied Studies**

President **Alhathal** yields the floor to VP of Internal Affairs **Erhahon** to address the following:

* Finally have a candidate for Senator, CEAS
* Gabrielle Castro
  + Graduating senior from the College of CEAS
  + Recreation and Management Major
* Personal Statement
  + Importance of Student advocacy on campus
    - Our campus holds such great value to me because of the great experiences and knowledge I have gained from it. I have received help in getting scantrons for test and enjoying the activities hosted from week to week. We are lucky to be at such a diverse campus where we can learn from all cultures. With the language barriers that students have I am here to use the opportunities that ASI offers to help students out.
  + Reasons to be a part of ASI
    - To get more information out there about ASI, through small classrooms and intimate settings.
    - Comfortable with reaching out to students on behalf of making students experience more professional and improving student’s attitudes towards CSUEB.
* VP of Internal Affairs **Erhahon** states that he, VP of External Affairs **Lopez,** and President **Alhathal** interviewed her and she has a vast experience in events planning and she has a potential inbeing in sports management. She is willing to sit on the Academic Senate to voice student concerns and plans on doing this by sending out surveys, working with the dean, and go to classrooms to get student opinions. She is open to tabling once a week to get student opinions in front of college.
* VP of Finance **Leopold** states that being that there is only one quarter left what will be the primary focus.
* VP of Internal Affairs **Erhahon** states that she wants to make more awareness of ASI in her department.
* Director, Wellness **Luna** states that it sounds like she knows what she is doing.

**1:07:24**

XII. DISCUSSION ITEM — **Election Promotion Item Budget**

President **Alhathal** addresses the following:

* The Board showed issues in starting to promote elections because in the last 3 years the turnout has been less than 10%.
* Proposing to approve - $15,000
  + Half of that going towards shirts
  + Marketing team is working on the campaign and they want to know what the Board is willing to approve them so they know what they can work on
  + Shirts
  + Flyers
* Athletics Department **Davis** questions what marketing materials are they planning to create to help get the message across and to increase participation.
* President **Alhathal** states one idea was to create nice flyers for all of the candidates but that is up to the Elections committee to do.
* Director Student Life Programs & Leadership **Hinrichs** states that they don’t have time to explain what it means to run for ASI. The focus shouldn’t be on encouraging students to vote it should be on getting students to actually run. They should spend resources on creating videos or other resources that they can use year after year to share with the entire community why they should get involved and run for ASI.
* Director, Concord Campus **Thomas** questions where the money for marketing will come from.
* President **Alhathal** states that it will be coming from the Board Initiatives.
* Director, Concord Campus **Thomas** states in regards to shirts and giveaways for Concord   
  Campus she has been receiving at least 50 of everything which is not a lot. She requests a bigger quantity.
* Senator, CBE **Kandasamy** suggests that if they do something like the “It’s On Us” video for the elections that would be great.
* VP of Finance **Leopold** states that he likes the idea of the video because he doesn’t want their effort to be a onetime effort. He emphasizes that they should also think about this matter in the long term because they will always have the issue of voter and candidate turnout.
* Interim Executive Director **Pinlac** questions if the proposed $15,000 is in addition to the budget that they already have.
* President **Alhathal** states that the budget they have is for their stipend. The $5,000 is for their stipend, once the elections are over they divide the stipend by the amount of work they’ve done.
* Interim Executive Director **Pinlac** states that in the budget where the Board stipends are, there is a segment there for elections and there’s also another elections item.
* President **Alhathal** states that it would count those both.
* Athletics Department **Davis** states that it is a great idea because students have an idea on what is being voted on and they are more invested into wanting to participate. In regards to the

budget, she feels like $15,000 is a lot of money and that they could easily make stuff happen with $10,000. With a $15,000 there should be no reason why something couldn’t be accomplished plus more.

* Associate VP Student Affairs **Castillo** states that it is difficult having this conversation since it’s the Elections committee who makes these decisions. Housing has 10% of the students living on campus; if they had a holding thing there with the iPad then they would have access to them. Also, part of what prevents people from running for candidacy is that they see that their friends are interested as well. They should keep the applications confidential until the application deadlines are over. That way people won’t feel like they are competing against their friends.
* **Janeesha Jones** states that she is for the social media video since everyone is on social medias. Demonstrations by interacting with the campus will also help.
* Athletics Department **Davis** states that they should go to remote areas on campus and make themselves known because a lot of people do not venture around the campus they stay in one spot.

**1:21:40**

XIII. INFORMATION ITEM — **Election Committee**

President **Alhathal** yields the floor to Executive Vice President **Ibarra** to address the following:

* Received the eligibility check for the students interested in the committee, she will be doing interviews within the week.

**1:22:15**

XIV. INFORMATION ITEM – **Election Committee Codes**

President **Alhathal** yields the floor to **Janeesha Jones** address the following:

* Had a working session with VP of Internal Affairs **Erhahon** and Associated VP and Dean of Students **Hebert**, in which afterwards she edited the committee codes more and emailed out to everyone.
* **Janeesha Jones** goes over the changes that were made:
  + 4-5 students – easier to make quorum
  + Fixed grammatical errors throughout the document
  + 100-250 word personal statement
  + “Any previous voted-off member of the Board of Director shall not be eligible to run in any upcoming elections unless deemed eligible by the Elections committee and Office of Student Affairs.”
  + “A Slate cannot accept outside university sponsorship and a university department cannot sponsor any candidate.”
  + “A Slate can consist of up to 5 of the positions on then Associated Students, Inc. Board of Directors and separate Slates cannot join together.”
  + “Campaigning is allowed on social media and other media outlets provided campaigning is not posted on any University Department page.”
    - If a candidate (or campaign) wishes to post on any University Department or auxiliary page, they must be permitted to do so by the page manager.
    - If one candidate (or campaign) is permitted to post, then all candidates must be permitted.
  + Last Day to Switch Running Positions – 2 days after filing
    - Only eligible people
  + Balloting/Voting – 72 hours
    - Tuesday – Thursday
  + Last day to file grievances – 1-2 academic days after voting
  + Posting results – 3 days after the end of elections
  + “Elections will occur via computer-based system to include on and off campus access for 3 consecutive days.”
  + “Candidates and their campaigns cannot provide voting devices for any student without expressed approval of the Elections Committee.”
  + “In the event of a tie, all candidates receiving the same number of votes shall be part of a run-off election which will be scheduled immediately by the Elections Committee and held for 2 days. Any re-elected director that is party to any dispute appealed to the Board of Directors shall abstain from all votes in resolution of the dispute. Results of the Board of Director’s vote are final.”
  + “The Associated Students Board of Directors and Staff in their capacity, under no circumstances can campaign for or endorse any candidate(s).”
  + “Existing Board members cannot use their office to endorse any candidate(s).”
  + “Candidates are allowed to utilize any personal electronic service including social media, and personal email list for the campaign.” The use of CSUEB, ASI and University Department logos are not allowed.”
  + “Postings are **not** allowed in the following areas: the Student Health Center, Pioneer Bookstore, Library Courtyard or the University Theatre.
  + “Posting of campaign banners is allowed along the University Union third floor guardrail with the approval of the University Union Reservations Office.”
  + “The placement of roadway, walkway, and lawn signs requires adherence to facility guidelines and policies of Facilities.”
  + “Campaigning in the classroom during academic instruction is prohibited, unless the candidate has been granted permission by the Instructor.”
* President **Alhathal** questions the meaning behind switching running positions after 2 days of filing.
* **Janeesha Jones** sums up that it’s an issue when the names of the candidates are posted and everyone can see what position it would be easier to campaign it. It isn’t fair for students who have already filed for the campaign when people who haven’t try to enter just because the win would be easy.
* President **Alhathal** states that they want to encourage people to run for the uncontested positions. For other campus uncontested position candidates need 50% plus 1 votes to win that position because if they didn’t do that the campaign wouldn’t mean anything. President **Alhathal** expresses that he doesn’t support this change in the committee codes.
* Business Services Manager **Brown-Parker** states why a candidate who is eligible should not be able to switch positions.
* **Janeesha Jones** clarifies that candidates who filed and that are eligible are allowed to switch.
* President **Alhathal** states that competition is highly encouraged.
* VP Finance **Leopold** states that he sees the intent behind the revision but that they shouldn’t approve it. If the issue is vacant positions then they should have a hidden application deadline for those vacant positions.
* VP Internal Affairs **Erhahon** states that that is the intent of the revisions and questions if they would just need to change the language.
* VP Finance **Leopold** states that he feels like people should stick to what they applied for but after the application deadline has passed and there are vacancies it should be announced to the people who have not applied.
* Senator, CBE **Kandasamy** states that he also doesn’t agree with the position because if someone applies for one position they shouldn’t switch just because of the competition and because they feel like they will not win.
* VP Internal Affairs **Erhahon** states that they will change that item as suggested.
* Business Services Manager **Brown-Parker** states if a candidate is eligible for the position why they shouldn’t be able to switch positions, because it is ideal for all vacant positions to be filled. People could change their mind after further reviewing what the position entails. Until the filing is closed there shouldn’t be any reason why someone could not switch positions.
* Senator, College of Science **Ghanim** questions could the people who already voted during the regular elections, vote in the runoff elections.
* President **Alhathal** states that everyone could vote during the runoff elections.
* Director Wellness **Luna** questions if there is anything in the committee codes that talks about campaigning during the voting period.
* VP Internal Affairs **Erhahon** states yes.
* Director, Sustainability **Shallcross** requests a breakdown of the meaning of;
  + “the section(s) of this code, rules or procedures that were allegedly violated and by whom, or other conduct, and by whom, which allegedly affected the fairness of the election;”
* **Janeesha Jones** breaks down the meaning.
* VP External Affairs **Lopez** states he needed clarification on Board members endorsing candidates.
* VP Internal Affairs **Erhahon** states that Board members cannot say something like, “I, David Lopez the VP of External Affairs votes for Hamdi Ghanim for President.”
* President **Alhathal** states that Board members are always ASI.
* VP Internal Affairs **Erhahon** that it was brought up that if they enforce that, then that strips away Board members rights as a student.
* President **Alhathal** feels like it would be a conflict of interest if a Board member publicly supports someone. Without stating he is a part of ASI people still knows that he is the president.
* VP Finance **Leopold** states that it is not necessarily true that everyone still knows whether they are a part of ASI whether they state it or not. It strips the right of Board members being able to campaign for whomever they want to.
* **Janeesha** **Jones** states that she understands that Board members are always connected to ASI but if they do prohibit Board members from campaigning for people they care about they are taking away from their student rights.

XV. ROUNDTABLE REMARKS

No roundtable remarks.

XVI. ADJOURNMENT

Meeting adjourned at **12:03PM.**

**Minutes Reviewed by:**

**President**

**Name: Thamer Alhathal**

**Minutes approved on:**

**3/11/15**

Date: