

ASI Board of Directors Meeting Minutes of December 3, 2014

1. CALL TO ORDER: Executive VP **Ibarra** calls ASI BOD meeting to order at **12:04pm**.
2. ROLL CALL

Present Members Absent Members Guests

Thamer Alhathal Lil Brown-Parker Penny Peak

Marie Alexandra R. Ibarra Ainsley Shallcross

Jordan Leopold Kenrick Ali

Hendrix Erhahon Darrel Bailey

Keeret Uppal D. McKinney

Hamdi Ghanim

Sharan Kandasamy

Stephanie Luna

Daphne Mae Thomas

Martin Castillo

Erik Pinlac

Michael Hedrick

Marguerite Hinrichs

David Lopez

Michael Cesena

Megan Pineda

1. ACTION ITEM - Approval of the Agenda

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

**Motion carries.**

1. ACTION ITEM -Approval of the November 26, 2014 Minutes

**Motion: (Uppal) to approve the November 26, 2014 minutes.**

**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.
* Alumni Director, Penny **Peak** states that she has been working on an ASI Officer Reunion. She states that she now has the time and place. It would take place at the end of homecoming week, Saturday February 7th from 12noon – 2pm at the Biella room in the Library. Before inviting the pass officers she would like to know if the current ASI Board Members will be able to participate and if ASI would like to sponsor or co-sponsor in name or more than name.
* Alumni Director, **Peak** states that as part of the Alumni Reunion activities which would

take place on February 6 and February 7 they would be offering alumni tours of the

campus and she would be reaching out to the ASI Board to lead the tours since the board will be able to provide a unique student perspective. Also, there will be lunch in the dinning commons where there will be an opportunity to meet alumni. Biggest event will be Saturday, the Alumni Social from 3pm – 5pm. Finally, Richard Watters, Director of University Events, is trying to create an ASI recognition wall; the idea is to honor the success of ASI officers.

**5:12**

1. ACTION ITEM - **New Board Members**

Executive VP **Ibarra** yields the floor to President **Alhathal** to addresses the following:

**Motion: (Ghanim) to approve David Lopez as Vice President of External Affairs.**

**Motion carries.**

**Motion: (Erhahon) to approve Megan Pineda as Director of Legislative Affairs.**

**Motion carries.**

**Motion: (Ghanim) to approve Michael Cesena as Director of Programming Council.**

**Motion carries.**

**9:45**

1. INFORMATION ITEM - **Senator, College of Education and Allied Studies (CEAS)**

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

* There is a candidate that is qualified for CEAS; her name is Cynthia “Cindy” Salinas. She will be brought on to the Board next quarter. She is a very qualified candidate who shows interest and has time availability.
* VP of Finance, **Leopold** asks about her background and experience.
* VP of Internal Affairs **Erhahon** states that she has been working for CEAS as an undergraduate. She was a freshman in 2008 and graduated in 2012 and she has been working on campus since her undergraduate years. She is currently a graduate student. She works with students from CEAS and international students as well. She brought Relay for Life to campus in her freshmen year and is currently organizing Relay for Life at Union City. She is very qualified; two department chairs emailed **Erhahon** about her for the position.

**13:55**

1. INFORMATION ITEM - **Report, VP Finance (Jordan Leopold)**

Executive VP **Ibarra** yields the floor to VP of Finance Leopold to address the following:

* Overview of his position, basically review and revise club funding policy, oversee and direct club funding efforts, and track financial expenses
* Overview of his recent work
	+ He has met with Student Life and Leadership to review and revise the Club funding policy to make it more smoother and easier to read and much easier for students to comprehend. The revisions need to be approved by the committee still.
	+ He has been educating and assisting clubs and orgs with their club funding policy. Many have come up to him and asked him about how to start up a club. He

has been giving them a brief overview and then sending them off to Student Life.

* + He has attended ASI funded club events to see where and how the money is being used.
	+ There has been $11,955.39 allocated towards clubs and orgs so far. He stated that originally he had set this quarter budget to be $25,000 being the high volume of requests last year. He states that the requests have been low even after extensive outreach. He will be capping the budget at $20,000 and pushing the $25,000 to spring quarter.
* Areas of improvement
	+ Throughout the summer he worked with marketing in the creation of an information graph. Visuals and information is complete but there has been some complications with printing. He thought this was going to be completed this quarter but unfortunately has not.
	+ He has encountered a similar situation with the information video.
	+ He states that recruitment for Finance Committee has been difficult. During the beginning of the quarter there were many interests but only a few qualified. There is currently one person in the committee. He will be advertising through social media and other marketing methods to recruit more individuals.
* Other endeavors
	+ He will continue to have and represent at the Recognition and Renewal meetings educating clubs and orgs at how to receive funds from ASI.
	+ He will be looking at possible investments and will be speaking with Interim ED **Pinlac** about that.
	+ He will be reaching out to other VPs of Finance at other CSU campuses to see how they operate and if there are any practices that CSUEB can adopt.
* VP of External Affairs **Lopez** asks if for recruitment VP of Finance **Leopold** has talked to any VBT professors to see who they can recommend.
* VP of Finance **Leopold** states that he has not but he has reach out to Student Service center to send a mass email to students stating that ASI is having an open committee call. It was sent out last week and has not received anything yet.
* Executive VP **Ibarra** states that it is critical that the Finance Committee gets finalized because everyone in the committee has to be in the same page. She recommends that she sits with Senator of CBE **Kandasamy** and get the emails of chairs from the College of CBE to get in contact and see if professors have some students they want to recommend.

**21:05**

1. INFORMATION ITEM - **Report, Senator of CBE (Sharan Kandasamy)**

Executive VP **Ibarra** yields the floor to Senator of CBE **Kandasamy** to state the following:

* Overview of his position is reporting student concerns to his department and bringing them up to the board.
* Overview of his recent work:
	+ He has been attending the Academic Senate meetings.
	+ Representing as Student rep in Alumni Association and grade GAAG committee
	+ Having personal one-on-one meetings with the Dean of CBE to report and obtain information about student needs and future events conducted by the CBE.
	+ Helped promoting Meet the Deans
* Areas of Strength
	+ Communicating between Board members and the other committees and the Academic Senate.
	+ Being involved in the meetings, and making sure students’ needs are addressed.
* Future events
	+ Conduct events for increasing engagements of students in CBE – TED Talks, debates, and Leadership Conferences.
	+ Working with the Director, Programming Council to have a CBE week and also other fun and learning events for the students at CBE.
	+ Presenting reports from the Board to the Academic Senate meeting and vice versa.
	+ Being more involved in the winter quarter and making sure all needs and concerns of students are catered.
* Director of Wellness **Luna** asked what the turnout was for Meet the Deans.
* Director of CBE states that there was 4 sessions and about 15-16 people showed up to each sessions.
* VP of Finance **Leopold** states that he attended the associated dean meeting. He states that in the meeting there were talks about what the college of CBE was doing, plans for upcoming quarters and years. Leopold states that in the meeting there was mention of how they are pretty much revamping the college and departments. For all the students that were there it was enlightening and it was very good information.

**25:55**

1. INFORMATION ITEM - **Report, Senator of CLASS (Keeret Uppal)**

Executive VP **Ibarra** yields the floor to Senator, CLASS **Uppal** to state the following:

* Future Plans
	+ Small College Seminars: She has talked to other senators and what she would like to start doing are small college seminars. There are 17 departments in CLASS. She would like to put out in the open current opportunities for students so that they can start building up their resume.
	+ Dinner with the Senators: it is a week-long event where students can speak to College of Science Senator **Ghanim**, College of CBE Senator **Kandasamy**, and herself. This event will most likely occur in winter and it would be 4 days and she will have all board there where there can be more open communication.
	+ To increase ASI visibility, when there are events coming up all directors will be passing out flyers to let people know of upcoming events. Then and there people will have the opportunity to bring up there concerns about what ever college they

are in. They would be killing 3 birds with one stone being that they will be letting people know of events, getting people’s concerns, and increasing ASI visibility.

* Overview of recent work:
	+ She has been getting in contact with a couple chairs. She has met 7 chairs.
		- English Chair, Sarah Nielsen she is a new Chair so she doesn’t exactly know what’s going on. Senator of CLASS **Uppal** will be communicating with another Professor, Gubernat.
		- Anthropology, Geography, and Environmental Studies Chairs, Henry Gilbert (Anthropology), David Larson (Geography), and Karina Garbesi (Environmental Studies)
			* Professor Gilbert let Senator of CLASS **Uppal** know of his connections in Africa in regards to Archaeology.
			* He also stated that for Criminal justice students that want to do a bone related field, it is really important for them to minor in Archaeology.
		- Senator of CLASS **Uppal** has been talking to many professors and will be emailing the board all her notes. She mentions that with some she has talked about how to help students graduate in 4 to 6 years, lots of students are having difficulty because they do not know how to.
* Areas of Strength
	+ Most professors are very helpful and think the seminars are a great idea.
* Areas of Improvement
	+ Since the seminar is a new idea it is difficult to do all the planning for it.
* Other Endeavors
	+ She has been doing academic senate meetings.
* VP of External Affairs **Lopez** asks the directors if they are only tabling at events how would that benefit the students.
* Senator, CLASS **Uppal** states that they will be tabling for the events not at the events. There will be business card distribution so that students get in contact with each director to voice their concerns about anything. Tabling will most likely occur one week before the event that they are tabling for.
* VP of External Affairs, **Lopez** communicates to them that when it comes to tabling do not just table as a whole, but also at each college.
* College of CBE Senator **Kandasamy** states that when things are done together there is more student attraction being that some business majors have classes in the communication building or the science building. Also, having all senators together will help in having student’s questions answered being that sometimes students that are in the college of CBE

sometimes go up to someone that is tabling and is from the college of CLASS. Also if there is a line building up to have their questions/concerns heard, having 3 directors at the table will speed up the line and get more students’ questions and concerns heard.

* Senator, CLASS **Uppal** states that people also seem more attractive to 3 people rather than one person and it just seems more beneficial to have 2-3 people tabling rather than just one.
* VP of Finance **Leopold** states to the directors that when tabling, possibly have a survey with 5 to 6 questions that students can answer.
* Senator, CLASS **Uppal** states that originally she thought that was a good idea but when you have 100+ students walking by and they have paragraph long responses to the survey questions it is just too much to go over them afterwards. Students will be having so many different concerns whether it is parking lot or having the library open 24 hours.
* VP of Finance **Leopold** states that the survey would be molded to fit the types of concerns each college would like to hear about.
* Director of Wellness **Luna** asks to please explain the seminars again.
* Senator, CLASS **Uppal** states that students can come to seminar and find out about current opportunities. There will be flyers/pamphlets and people would be told that if they want to know more about this opportunity to contact this professor. So the seminars would be a place where current opportunities will be brought out.
* VP of Internal Affairs **Erhahon** states that all senators would have to work on the logistics of these seminars. He foresees that tabling will not be able to attract a lot of people being that not all people pass in front of the unions. He also recommends for VP External Affairs **Lopez**, Director of Programming Council **Cesena** and himself to be involved in the planning of this event to create a strong marketing plan.
* Senator, CLASS **Uppal** states that tabling is not the only method they will be using, there will also be a mass email sent out for people to make a reservation as well.
* College of Science Senator **Ghanim** states that he agrees that surveys are too long and he had a similar idea when it came to the surveys but his plan was having them at like a dinner so that there be discussion.
* Interim Executive Director **Pinlac** states that there are definitely a lot of surveys going around the campus. The questions for this survey would have to be formulated to gage where the college is at and leave it open for students to talk. When it comes to the marketing, he believes that there should be more than just tabling happening and there should be more than having students actually physically attend for them to receive the information.
* Senator, CLASS **Uppal** states that there will be flyers similar to the ones for Cocoa and Crams, also faculty will be contacted to let their students know of these seminars.
* College of CBE Senator **Kandasamy** states that instead of tabling possibly having flyers or place where ASI can put their information because he has noticed that there is nothing in his college that talks about ASI.
* President **Alhathal** states that for the event, planning should start now and information should be submitted to marketing so that they can start working on the design being that more effort on representing the specific colleges.

**45:00**

1. ROUND TABLE REMARKS**Erhahon:** Congratulations and welcome to the new board members. This is a great team to be on and team work is the dream work.

**Leopold**: Welcomes the new Board members. Since it is the last meeting of the quarter, he communicates to everyone to enjoy the break and to decompress, take time to reflect on themselves and plan for the quarter ahead.

**Luna**: States congrats to the new Board Members. She has been receiving emails for course evaluations so she would like to remind the Board to complete them.

**Castillo:** Congrats to the new Board and welcomes **Pinlac**. He appreciates the reports given for there is a lot of information he would have not known about. He also wants to give a shout out to Lil Brown-Parker.

**Pineda**: Thanks for welcoming her. She is willing to learn as this is so new to her. She probably will have a lot of questions. She loves East Bay and has been a part of a lot of things on campus that she is proud of. She is willing to learn and so she states for the board to bear with her.

**Hedrick:** States that he would like to reiterate whoever mentioned the evaluations. It is very important that students complete them especially for the junior faculty as it helps retention.

**Hinrichs**: Please do complete the online evaluations, the board wanted this online and it is there so please do complete them. She would also like to wish the board happy holidays. There have been a lot of changes this quarter. She is delighted about **Pinlac** at the table and is excited about his leadership. She thanks and welcomes the new board members. She would also like to invite the board to the Downtown Hayward Tree Lighting ceremony. She believes it is important to engage with the Hayward community. Good luck on finals.

**Cesena**: Thanks the board for the opportunity and he is very excited for the next quarter.

**Pinlac**: He would like to meet with board members possibly by the end of next week. He would like to know the board members’ vision and mission for ASI.

**Kandasamy**: Congrats the new members and wishes everyone the best with their finals.

**Ghanim**: Congrats the new members and he looks forward to working with them. He thinks everyone is qualified for their positions. He also welcomes **Pinlac** and wishes everyone happy holidays.

**Uppal**: Thanks to everyone who has supported her throughout this tough quarter. She wishes the best to everyone this winter break.

**Lopez**: Welcomes **Pineda** and C**esena** to the board. For Cocoa and Cram, he states that food has been running out in the first hour and he will be going grocery shopping again. He thanks those who have gone to the event. He will be at the cave tonight.

**Ibarra**: Thanks **Uppal** for representing the board at the academic senate meeting yesterday. She had sent a report from the board about what all the board has done since July. She will be sending the report to the board as well. The report reflects what the board has done since July and the committees there are and which of the committees are seated, half seated and vacant. For the new

members she asks that they please submit which committee they want to serve on by the end of this week, based on their time availability. She states that now there are open seats for External affairs and legislative committees so she wants to start working on that before or by January. She

 wishes everyone happy holidays and good luck on finals. She also wants to thank all for their work this quarter.

**Alhathal**: Welcomes the new board members and **Pinlac**. He also thanks **Castillo** and **Parker** for all their help. He states to everyone to please study for their finals as they are here as a student first so he tells them to keep their grades up. He completely understands if people cannot meet next week due to finals but to please let him know. He states that everyone enjoy themselves this break and to evaluate themselves.

**Uppal**: They will be having secret Santa and she will be emailing everyone about that so she would like for everyone to participate. There is a $15-$20 limit.

**56:45**

1. ADJOURNMENT

Meeting adjourned at **1:00 PM.**

**Minutes Reviewed by:**

**Executive Vice President**

**Name: Marie Alexandra R. Ibarra**

**Minutes approved on:**

**1-28-15**

**Date:**