

**Elections Committee Meeting Minutes of April 17, 2015**

1. CALL TO ORDER: Chair Yusufi calls meeting to order at **9:07AM**
2. ROLL CALL

Present Members Absent Members Guest

Jalila Jones Erik Pinlac

Anjila Yusufi Marie Ibarra

Asha Ravi Mohammed

Ishita Thanki

Marguerite Hinrichs

Stan Hebert

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

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

**Motion carries.**

1. ACTION ITEM – **Approval of the Minutes of April 3, 2015**

**Motion: (Thanki) to approve the meeting minutes of April 3, 2015.**

**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.**

No Public Comment.

1. DISCUSSION ITEM - **Communications**

Chair **Yusufi** addresses the following:

* It is very important to communicate with each other every day at least once a day so that everyone is updated with the proper information and so that everyone knows who is doing what.
* WhatsApp would be the way that the committee will be communicating among each other.
* Chair **Yusufi** states that she likes the idea of communicating through email at the end of the night to have an overview of the day and to also get informed of what is going to happen the next day also. She stated that she will be continuing to email everyone at night and she would like for everyone in the committee to respond so that she knows they read the email.
* **Thanki** states that she has created the Instagram account for the CSUEB ASI Elections. She has not posted anything up yet however, she has tried linking the account to the CSUEB ASI Elections Facebook page but she has not been successful. She needs the username and password for Facebook page.
* Chair **Yusufi** states that she has emailed **Hinrichs** and asked her for the password but she has not received a response. The password can also be obtained through Interim Executive Director **Pinlac** and suggests that **Thanki** email **Pinlac**.
* **Thanki** states that she sees that tabling is working because students are asking questions and getting what they need. She states that people are getting the Facebook notification so that seems to be working.
* Chair **Yusufi** believes that tabling went well this week. She encourages for committee members to invite their friends to volunteer their time and help the Elections Committee with tabling or such tasks.

**10:30**

VII.DISCUSSION ITEM – **Elections Code**

Chair **Yusufi** addresses the following:

* Chair **Yusufi** went over the Elections Code but did not find anything in particular that she wanted to address the committee on.
* **Ibarra** suggests that the committee members go over the Elections Code on their own and come back with questions if they have any. She states that everything on the document is important.
* Chair Yusufi agrees that there is very important information on the Elections Code that the committee should know in case there are any questions asked by the candidates.

**11:40**

VIII. DISCUSSION ITEM — **Application Update**

Chair **Yusufi** addresses the following:

* As of last night there are a total of 21 applications that have been submitted. There are 14 positions total but Chair **Yusufi** does not know if all the positions have been applied for.

**13:22**

IX. DISCUSSION ITEM — **Mandatory Candidates Meeting**

Chair **Yusufi** addresses the following:

* The meeting(s) would take place on Monday, April 20, 2015 and Tuesday, April 21, 2015 at 10am, 12pm and 2pm. So there would be 6 different meetings.
* Agenda for the Mandatory Candidates Meeting
  + Candidates Introduce Themselves
  + Introduction of the Election Codes
  + Talk about ASI
  + Talk about Election Codes
* **Ibarra** states that the names of the candidates and the positions they are running for need to be submitted to the Pioneer Newspaper by tonight. She also stated that the A-frames need to be put out as well.
* Chair **Yusufi** stated that she has put 3 of the A-frames out. She states that they are really heavy and she definitely needs help setting those up.
* Chair **Yusufi** stated that she plans on emailing all the candidates after she gets the names so that they send her a headshot picture of themselves.
* **Thanki** believes that the candidates should look uniform.
* Chair **Yusufi** states that last year the Elections Committee posted pictures of the candidates on the A-frames along with their name and the position that they were running for. Each candidate also, individually created posters and posted those up. This year Chair **Yusufi** would like to continue to allow each candidate to create their own posters and post them up but she would like the committee to take on the responsibility of making sure that each candidate’s picture is printed and posted up on the A-frames.
* **Thanki** asked if the marketing team is able to take the picture for the candidates.
* **Ibarra** stated that lamination of the candidates’ picture can be done.
* **Ibarra** suggested creating a group in order to make it easier to send out emails.
* **Mohammed** asked if information has to be sent out to candidates as a whole or if there needs to be personal emails sent out.
* Chair **Yusufi** stated that at the moment she does not see a reason for sending personal emails, so she will be emailing everyone at the same time.
* Chair **Yusufi** states that for the A-frames what will be posted for each individual will be their name, picture and personal statement.
* **Jones** asked when it will be known to the committee who of those who turn in an application are eligible.
* Dean of Students **Hebert** states that he will not reveal ineligible candidates until after the last Mandatory Candidates Meeting on Tuesday, April 21, 2015 but he will submit the names and contact information of the candidates so that they are emailed about the mandatory candidate Meeting.
* **Ibarra** states that the candidate list will be submitted to the Pioneer Newspaper on Tuesday, April 21, 2015 in the afternoon.
* **Ibarra** updated Dean of Students **Hebert** on what the committee has been talking about. She mentions that the committee was reviewing the agenda for the mandatory candidate meeting and asked **Hebert** if he has feedback on it.
* **Jones** addresses the committee and asks if they would like for the candidates to state at what time they will be coming in for the mandatory candidate meeting.
* Chair **Yusufi** states that she would prefer for candidates to submit when and what time they will be coming to the mandatory candidate meeting in that way there is no extra work done by reserving rooms and setting-up.
* **Ibarra** suggests that the committee sent out a doodle for candidates to mark down what time(s) they are available to attend the mandatory candidate meeting.
* Chair **Yusufi** to confirms with the committee what will be on the email that will be sent out to the candidates
  + Request for a headshot picture
  + Dates and times available to attend of the Mandatory Candidate Meeting and a request to state which date and time they will be attending the meeting
* Dean of Students **Hebert** states that when reviewing the agenda for the mandatory candidate meeting it is important to include to talk about slates in that way everyone knows what slates are.
* Chair **Yusufi** states that there will be a new PowerPoint presentation created that talks about what ASI is. The presentation that was used last year had too much information on it that needs to be updated and that is why a new presentation will be created.
* **Jones** asked who will be speaking on behalf of ASI for the ASI 101 presentation or if it would be the committee giving the presentation.
* **Hinrichs** believes that the mandatory candidate meeting should be revamped, in the past it has been the ASI Director, the Chair of ASI Elections Committee and herself who have given the presentation. She thinks that everyone should share the responsibilities. She states that she can go ahead and do the introduction and talk about the importance of leadership and how the ASI Student Government works. The rest of the elections committee can go on with the rest of the presentation and talk about the elections process, the election codes, and the rules. She states that Interim Executive Director **Pinlac** can go ahead and talk about ASI and Dean of Students **Hebert** if present, present himself to the candidates.
* Chair **Yusufi** reviews the rough agenda she has:
  + Introduction – **Hinrichs**
  + ASI 101 – **Pinlac**
  + Stan **Hebert** (Monday) & Martin **Castillo** (Tuesday)
  + Elections Timeline
  + Campaign Resources
  + Slates
  + Fair Campaigning
  + Election Committee Codes
* Chair **Yusufi** asks if candidates are not allowed to email classmates through Blackboard to vote for them and if it is something prohibited through the elections code.
* Dean of Students **Hebert** states that he was unaware of such restriction. He states that it would most likely be frown upon if not persecuted if anyone used it for mass emailing of any kind because Blackboard is a learning management system.
* Chair **Yusufi** asked about campaigning in classrooms, if it was still going to be allowed if candidates asked their professors for permission before making an announcement.
* Dean of Students **Hebert** states that campaigning in classrooms will still be allowed because it is up to the academic instructor to determine what goes on in the classroom. It is hoped that for the sake of fairness all instructors allow all candidates to campaign in classrooms.
* Dean of Students **Hebert** states that slate is a marketing cooperative for a team of candidates who are pulling their efforts so they have a team that is preparing certain types of messages. It is important to inform students that slates are not parties. What he is unaware of is the number of individuals that can be on a slate.
* **Ibarra** states that the restriction to have 5 individuals per slate did not go through so the number of individuals per slate is unlimited.
* Dean of Students **Hebert** states that it is important to note that the slate name will not be referenced on the ballot only the candidates name will be.
* Chair **Yusufi** asked if they will be able to include a candidate’s picture on the ballot when voting.
* Dean of Students **Hebert** states that he does not know the answer to the question but he will get back to the committee.
* Mohammed asked what the process of voting.
* Dean of Students **Hebert** states that students vote through Blackboard and they are authentic zed using their Net ID. The ballot that they will be able to see will have the candidates that they are eligible to vote for. For example if you are in the college of science, you will be able to see everybody and only the candidates for the college of science. If a student is undeclared than he/she will not be able to vote on any senators.
* **Ibarra** asked how long is the mandatory candidate meeting.
* **Hinrichs** states that the meeting is usually at least an hour but should plan for it to go over one hour in case they have questions.
* **Ibarra** asked where the mandatory candidate meeting(s) is held.
* Dean of Students **Hebert** suggested the ASI Board Room. The committee agrees that the ASI Board room would be a great place to have the meeting(s).

**1:01:50**

X.DISCUSSION ITEM — **Open Forum**

Chair **Yusufi** addresses the following:

* Chair **Yusufi** suggests that there be a working session to prepare for Open Forum and finalized details.
* **Ibarra** suggested that Open Forum be at 11am.
* **Jones** asked if there will be another meeting prior to the regular meetings to establish when and where Open Forum is going to be held.
* Chair **Yusufi** states that it will not be another meeting but rather a working session.

**1:04:05**

XI. ROUNDTABLE REMARKS

**Ibarra**: Marketing people will start posting the videos of the board telling students to vote sometime next week. Marketing also started making banners for social media.

**Hinrichs:** I would like for the committee to really impress upon those that are running the value of being a leader and having integrity. I think that we should really set a foundation for what our expectations are in the mandatory candidate meeting; the respect of campaigning and just being respectful. I think it is about being true and accountable and authentic. I think we should talk about authentic leadership and what that means and what that looks like to us. I think if the committee sets the expectations it will reduce the number of grievances. Grievances do take a lot of time and we would like to avoid that.

**1:07:00**

XII. ADJOURNMENT

Meeting adjourned at **10:14AM**.

Minutes Reviewed by:

**Elections Committee Chair**

**Name: Anjila Yusufi**

Minutes Approved on:

**4-24-15**

**Date**: