

**Executive Committee Meeting Minutes of July 20, 2015**

1. CALL TO ORDER: President **Lopez** calls the meeting to order at **4:31 PM.**
2. ROLL CALL

|  |  |  |
| --- | --- | --- |
| Members Present  | Absent Members | Guests |
| David Lopez | Martin Castillo | Pablo Garnica |
| Stacey Acosta  | Erik Pinlac |  |
| Janeesha Jones  |  |  |
| Kevin Rojas |  |  |
| Luis Cardenas |  |  |
|  |  |  |

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

**Amendment I: (Acosta) to add Action Item-Hendrix Erhahon CSSA (Closed Session) under Old Business Items Section C.**

**Amendment carries.**

**Motion: (Jones) to approve the agenda as amended.**

**Motion carries.**

1. ACTION ITEM – **Approval of Minutes of July 15th, 2015.**

**Amendment I: (Acosta) to change Executive VP Jones to VP Finance Jones under Information Item CalPERS.**

**Amendment carries.**

**Amendment II: (Cardenas) under roundtable remarks to remove name Pablo and replace it with last name Garnica.**

**Amendment carries.**

**Motion: (Jones) to approve the agenda as amended.**

**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.**
* Director of Legislative Affairs **Garnica** hopefully would like to discuss with the board what is going on concerning the situation of bringing a Legislative candidate next year at an event. He wants to see if he can get the city councils help on that because they are officials and have the proper connections to do so. He wanted to know about any updates on that situation.
* President **Lopez:** They have no update. He hasn’t seen Sydni or Elisa in the office. They are usually in the office Tuesday and Thursday, he will ask them tomorrow and get back to him
* on that. What he needs from them is the numbers on how much candidates cost and if they are willing to come out to the school.
* Director of Legislative Affairs **Garnica:** If anyone had anything they wanted to be brought up to the City Council in their public comment.
* VP of External Affairs **Cardenas:** Would like to see the Director of Legislative Affairs **Garnica** let them know in advance when he plans on attending the next meeting so that they can better prepare themselves for some questions they would have him take and ask at the meetings or so that one of the members go and accompany the Director of Legislative Affairs **Garnica.**
* Director of Legislative Affairs **Garnica:** On the website there is a legislative affairs section on the ASI website that does explain when the City Council meets; he believes it is the 2nd and the 4th on Tuesdays at 7 PM. The next one is tomorrow; he’s going there to maintain the relationship with the City. He asks if there is anything that the board would like him to take to the City Council to please let him know. Also on some Tuesdays he might not be able to make it so he would hope they can get a representative to take his place when he cannot be there.
* VP of External Affairs **Cardenas:** Thank you for that information.

**7:50**

1. OLD BUSINESS ITEMS:
	1. INFORMATION ITEM – **CSSA**
* President **Lopez** said they just got back from CSSA yesterday night. A few things to highlight from the weekend at CSSA were that they received their bid for May’s CSSA and he requested MPR for that weekend and it was already booked by another club. They need to find a location to hold about 100 students for the plenary meeting that weekend. He also requested the Bay View room for that Friday for CSSA’s first time doing Student Trustee interviews in the North Campuses which CSUEB hosts in May and that is when they are to be conducted. So the interviews will be held by CSSA that Friday and he asked to get the Bay View room but it is already booked. He sent in a request for the Biella room and he is waiting for a response on that.
* President **Lopez** requested the MPR Friday night for dinner with President **Morishita** that was also booked. He emailed **Derek** **Aitken** Chief of Staff to set up a meeting as soon as possible with President Morishita to overrule the booked room so they can make room for CSSA.
* VP of External Affairs **Cardenas** asked if President **Lopez** can give updates to how he is doing with his tasks and to let the board know if he needs assistance so that the board can help him.
* President **Lopez** said the front desk suggested Student life or Lassen Hall to use. He said it is doable because in SF they used a tight room as well that fit everyone. It just means they only have room for one representative at the table instead of two.
* President **Lopez** said they had their special officer elections where Director of Legislative Affairs **Garnica** was elected as the Lobby Corps Officer for CSSA and **Hendrix Erhahon** was elected for Alumni Council Liaison for CSSA. They also had elections for two other positions and there are three vacancies.
* President **Lopez** yields the floor to VP of External Affairs **Cardenas** to speak on behalf of CSSA.
* VP of External Affairs **Cardenas** said at CSSA they had elections and he thought it was a very important meeting because as CSUEB they set an important presence now that they have special officers from CSUEB sitting there. During the meeting President **Lopez** was also nominated for CSSA Financial Officer which is something that they will be looking into and they have not yet concluded whether or not he will proceed with it. In terms of CSSA they did win the bid for May which is something that they are really excited for.
* President **Lopez** yields the flood to Director of Legislative Affairs **Garnica.**
* Director of Legislative Affairs **Garnica** said marketing for CSSA in January will discuss creating a task group and any discussion about that with the board in having an East Bay representative in that task group would be highly appreciated.
* VP of External Affairs **Cardenas** said in addition, they did have a panel to attend at CSSA that had three special guests who were big advocates on continuing education for minorities. He did have pamphlets he wanted to give out at the next meeting if anyone is interested. He said it is something very interesting because it is bringing awareness about the cause and how minorities are not maintaining their education and that they end up dropping out. Latinos are the majority in California and they need 1 million graduates by 2025. In order for California to meet that they need to focus on getting the minorities to graduate. That panel was very refreshing and brought a lot of good points to the table. He said he will bring in copies next time for the board members.
* Director of Legislative Affairs **Garnica** said Fullerton is having a time capsule to be opened 50 years from now and he said Fullerton asked if a school would like to donate something to put in the time capsule.
* President **Lopez** asked if there were any questions.
* VP of Internal Affairs **Rojas** said he is excited for CSSA because he and VP of Finance **Jones** do not attend CSSA every month and it would be a great opportunity for them to experience CSSA.
* President **Lopez** said he agreed and that in February CSSA will be in California Maritime Academy which they are planning to drive so they are able to take more people. In April CSSA will be held at San Jose State and more of the board will be able to attend since it is driving distance and they don’t need to pay for a hotel. In February-May a lot of the board will be present at these board meetings. March CSSA is in Sacramento where the Director of Legislative Affairs **Garnica** would attend. He said they will be well represented during the last months of that quarter at CSSA.

**14:50**

* 1. DISCUSSION ITEM – **Summer Tasks**
* President **Lopez** said this is on the agenda to see how the board is doing on their tasks and he wants the board to ask any questions they may have or may need help on.
* VP of Finance **Jones** said she would like to present the club funding policy on what she reviewed and what she edited within the next two meetings. She was wondering who she should talk to about that. She said she would talk to President **Lopez** about that. She wants to plan when she can present her marketing research mock up. She then asked about the CSSA budget concerning when they will begin to talk about the budget and present it to the next meeting.
* President **Lopez** said he has data from two years ago that they can both go over regarding the CSSA budget. It includes the finances and what they spent on certain items. He said he will add that to their next meeting that could be Monday if he is back in town, but if not then it will be the following Monday.
* VP of External Affairs **Cardenas** said one of his assigned tasks was making a resolution on sexual assault and a doing a campaign on Hey Be Nice. He had the opportunity to meet up with **Jennifer Luna** and President **Lopez** to discuss these campaigns and how to implement them into a continuation every year making it bigger and stronger than the year before.
* President **Lopez** said they will discuss it in more detail later on in the agenda.
* Executive VP **Acosta** said her summer task regarding summer retreat now has a house and location where they are planning out the details to get a rough draft of what the week is going to look like. The retreat is September 14th-18th. She has also been sending out committee applications to individual people that she knows. She said the committee applications need fixing.
* VP of Finance **Jones** said that she got a committee member also but they can talk about that later.
* President **Lopez** said in terms of his summer task he has met with **Sam Tran** from AACE, **Jennifer Luna** from Student Health and Counseling Services, he has a one on one with **Dr. Wong** on Thursday, one on one with **Dr. Rush Woods** next week, one on one with **Jillian Buckholz** from the Sustainability office in two weeks, he’s getting a response from the Athletics Director, he went to the health and safety fair meeting last week which he will discuss later on in the agenda, he has a meeting tomorrow with Make a Difference Day, he has an Al Fresco meeting on Thursday and other than that his task is getting smaller and bigger. Also he completed the timeline on when they are having board meetings for the fall quarter. He has also created their one on one schedule for retreat with Administrative Assistant to the Board of Directors **Sharma** and Executive VP **Acosta** which is Monday from 10-11am if the members want to come and give their input. They had their first one today and scheduled out all five days, but it is just a rough draft so it will change.
* They are figuring out the speakers. He and Executive VP **Acosta** are going to email the speakers for that Monday which will be held here on campus in the Bay View room. After that they will be heading to Tahoe. He said the drivers for the retreat are VP of External Affairs **Cardenas** and Executive VP **Acosta.**
* President **Lopez** asked if there was any more discussion on summer item summer task.
* VP of Internal Affairs **Rojas** said he wanted to comment on the retreat. He said during the retreat is when residents move into the dorms.
* President **Lopez** asked if VP of Internal Affairs **Rojas** was moving into the single or triples and when he was supposed to move in.
* VP of Internal Affairs **Rojas** said he believes he is supposed to move in on the same date of retreat.
* Executive VP **Acosta** said Senator of CLASS **Tate** has the same problem as well. Senator of CLASS **Tate** has her move in date to the dorms on one of the days they will be in Tahoe for the retreat, but Executive VP **Acosta** told Senator of CLASS **Tate** that she will talk to Associate VP Student Affairs **Castillo** and askif they would be able to move into the dorms before they go on the retreat.
* VP of Internal Affairs **Rojas** said that sounds great to him.
* President **Lopez** said they will now move onto the next item on the agenda.
	1. ACTION ITEM- **Hendrix Erhahon CSSA (Closed Session)**

**Motion: (Acosta) to go into closed session with regards to inviting Director of Legislative Affairs Garnica.**

**Motion carries.**

**Enters Closed Session at 4:33 PM.**

**22:01**

 Returned from Closed Session at 5:38 PM.

 President Lopez said that in Closed Session they discussed Hendrix Erhahon’s travel

 and came to a conclusion that they are going to have a roll call vote on the matter.

 **Motion: (Cardenas) to approve the travel of Hendrix Erhahon for CSUnity based on**

 **the special circumstances with the condition that ASI funds will be seeking**

 **reimbursement by Erhahon and or other parties. Also to further investigate and table**

 **Hendrix Erhahon’s funding for the September 2015-June 2016 monthly CSSA**

 **Plenary to their next Executive Committee.**

 **They go to a vote and President Lopez abstains from the vote.**

 **Motion carries.**

**24:34**

1. NEW BUSINESS ITEMS:
	1. DISCUSSION ITEM – **Health and Safety Fair**

President **Lopez** addresses the following.

* President **Lopez** said he attended the Health and Safety Fair meeting last week which was composed of UPD, Student Health and Counseling, Student Life and Student Conduct. The Health and Safety fair is scheduled to be **October 8th 2015** from 12-4PM at the Agora Stage. It is a 4 hour event where they are planning to have multiple people come to this event. For example, they will have UPD, Hayward Fire Department, Student Affairs and Conduct, Counseling Services, Student Life, a Blood Drive, and multiple other activities as well.
* What they are seeking from ASI is funds and marketing. They would like ASI to help with promoting the event and marketing the Health and Safety fair.
* The budget that the Health and Safety Fair were asking for is 1,000 dollars on food and for ASI to look into budgeting the Big Shaker which is 3,000 dollars. One idea that was discussed was instead of bringing the Big Shaker to the Health and Safety fair was to bring it to Al Fresco that will be on September 30th and promote with the Big Shaker the Health and Safety fair which is on October 8th. They are seeking any type of money they can get from ASI to help with funds and if ASI could help with marketing. They will have a follow up meeting soon.
* Another thing they asked of ASI was to look into a powered bike that was once done by ASI for Earth Day two years ago. President **Lopez** asked for any discussion on that.
* Executive VP **Acosta** asked for more information on the Big Shaker.
* President **Lopez** said the Big Shaker is the world’s biggest mobile earth quake simulator that can recreate the intense shaking of an earth quake up to a magnitude of 8.0. He said you sit in it and it starts shaking like a real life earth quake would.
* VP of Finance **Jones** asked how many people this can seat.
* President **Lopez** said the simulator is 22 feet long and weighs approximately 6,500 pounds. It needs approximately 20 feet wide and 60 feet long of a flat level surface. Up to 50 adults can experience the Big Shaker within an hour. President **Lopez** said they bring it to Al Fresco which is normally 11-2PM and up to 150 students could experience the simulator within that time. They are not sure how many people go in at one time.
* The board now discusses the Health and Safety fair.
* President **Lopez** said when this goes back to the next EXCOM meeting they can decide whether they will pay all 3,000 dollars or the 1,000 dollars to use for the event.
* VP of External Affairs **Cardenas** wanted to clarify that the simulator will cost them 3,000 dollars if they approve it and he asked if they are looking into moving that simulator to **September 30th.**
* President **Lopez** said that is what they will decide on as a Health and Safety fair committee. If they will use the Big Shaker as a part of an advertisement for the Al Fresco event or to just keep it one time at the Health and Safety fair.
* VP of External Affairs **Cardenas** said he likes the idea of subsidizing and giving the Health and Safety fair the money and that’s about it.
* President **Lopez** asked for any other discussion. Seeing none they move onto the next discussion item on the agenda.
	1. DISCUSSION ITEM – **It’s On Us (VP of External Affairs)**

President **Lopez** yields the floor to VP of External Affairs **Cardenas.**

* VP of External Affairs **Cardenas** said he had the chance to meet with **Jennifer Luna** who works for Student Health and Counseling Services.
* He said it was a great opportunity the meet with her accompanied by President **Lopez**. In their meeting they discussed the It’s On Us Campaigns and how they want to work together to make sure it benefits the students better.
* He is looking into making a resolution where he wants to work closely with **Jennifer Luna** so that he can make something concrete that will make the students feel safe besides just running a campaign. He said President **Lopez** made a campaign last year that was very successful with the limited time he had. He thinks it caught many people’s attention, but he wants to make sure that it is not only a campaign that is giving out free T-shirts. He said they want to look into making sure that students have a safe zone, somewhere that they feel they can express their feelings and know where to reach out to for help.
* He said that is what the majority of the conversation consisted of.
* Something that **Jennifer Luna** brought up was that they are developing a campus task force with other programs on campus taking the initiative to work together and make this a more productive campaign.
* He said he will be looking into this task force and giving updates to the board.
* On October 5th the event Take Back the Night will occur where they get to honor victims and become more educated on what consent means and what it means to be a bystander.
* He advices the board to attend.
* Also this Friday at 11AM there will be orientation. **Jennifer Luna** invited him to attend and others are welcome to go as well.
* President **Lopez** said for a point of clarification for the record and for everyone that **Jennifer Luna** is the manager for the Health and Wellness Services. He also said the task force is being brought up will include UPD, Greek, Student Life and all the well-known organizations to be on the mailing list. He should be getting an invitation this week where he and VP of External **Cardenas** will go pending the invitation. Also **Jennifer Luna** wants to make sure that this collaboration continues and

that she is looking forward to working with the board. She will be attending the retreat to give a presentation as well. Also It’s On Us has another meeting with Jennifer Luna within the next two weeks to discuss how they are going to lay out the event. He asked if there was any more discussion and seeing that there was none they moved onto the next discussion item on the agenda.

* 1. DISCUSSION ITEM – **SIRF Update**
* President **Lopez** said CSSA is developing a task force to help with marketing SIRF to the students. The letter from his predecessor **Thamer Alhathal** was sent out last week talking about SIRF. It was very basic and President **Lopez** said he has received 5 emails so far concerning SIRF and how to opt out. The fees have not shown on the account yet and he let the people in charge of that know. He said once the fee opens they will send out a mass email to the students on how to opt out of SIRF if they choose to. They will also network with other campuses to see how they are handling SIRF.
* The task force on the CSUEB campus will be headed by Director of Legislative Affairs **Garnica.** President **Lopez,** Director of Legislative Affairs **Garnica,** and VP of External Affairs **Cardenas** will come together to establish more ideas and see how the CSSA task force handles SIRF also. CSSA is preparing stuff for the spring semester, which is CSUEB Spring Quarter and Winter Quarter, and the Fall Quarter wasn’t really heard in the CSSA because the previous board approved it but didn’t think of how to market it. This new task force is being created to figure out how to market it now because of lack of marketing in fall.
* President **Lopez** asked if anyone wanted to add anything to the discussion.
* Director of Legislative Affairs **Garnica** said he wanted to use the Lobby Corp to work on SIRF because it is part of lobbying to the students and keeping them informed. He asked for discussion on that idea.
* Executive VP **Acosta** asked how he would use the Lobby Corp.
* Director of Legislative Affairs **Garnica** said he would spread awareness to the students. This would be one topic they talk about among others for informational items that they will continuously be speaking to students about. Whether that is by tabling or holding an event they will think of it and this is why he wanted to discuss it with the board.
* VP of Finance **Jones** said she knows of a newsletter that is going out. Then she asked Director of Legislative Affairs **Garnica** if he was thinking about flyers or a banner over the railing if he wanted to keep this in people’s minds.
* VP of External Affairs **Cardenas** said in addition to that starting Fall Quarter he will be working closely with his External Affairs committee. He thinks the SIRF fee is something important that the senators along with anyone in his committee should be tabling for. He said Director of Legislative Affairs **Garnica** is more than welcome to sit on his committee on the days they talk about SIRF and he would like to

figure out a way that they can have some sort of collaboration along with anyone else that would like to join in on that topic.

* President **Lopez** asked for any other discussion and seeing none moved onto the next discussion item.

**38:24**

* 1. DISCUSSION ITEM – **Student Job Fair**
* President **Lopez** was contacted by **My-Lan Huynh** about the student job fair which will be happening the first week of school September 22 from 11- 2PM. It will be in the Meiklejohn Walkway.
* This is a job fair to promote students jobs on and off campus. **My-Lan Huynh** wants ASI to promote any jobs they have and thinks it would be a great idea if they included any leadership opportunities paid or not.
* He told **Sydni Flemmer** from ASI special events that they do have two opening in that position that are paid supervisor positions that they can table on for that day. They can also table the committee applications since committee members get paid 25 dollars a meeting. Also if they do not have their director of marketing they can table for that job too. He asked for any questions on the student job fair.
* Director of Legislative Affairs **Garnica** asked if the City of Hayward is going to be there. He also asked if they have a list of who will be tabling for jobs.
* President **Lopez** said the list is not up and the fliers just say CSUEB on and off campus jobs. It says work study and non-work study student assistants, departmental jobs and many more local off campus opportunities.
* VP of Finance **Jones** said if they are going to try and get the City of Hayward to come and advertise other jobs that would be great and she would help to get the city involved because there are a lot of commuter students who need jobs.
* Director of Legislative Affairs **Garnica** said he will bring it up to the City Council.
* VP of External Affairs **Cardenas** said that he is going to be taking the initiative, while working with Director of Legislative Affairs **Garnica,** to make sure that they get some involvement outside of campus for the job fair. He said him and Director of Legislative Affairs **Garnica** will be working closely on this.
* President **Lopez** asked if there was any other discussion on the topic and seeing none they moved on to the next item on the agenda.
1. ROUND TABLE REMARKS

No roundtable remarks.

1. ADJOURNMENT

Meeting adjourned at **5:58 PM.**

Minutes Reviewed by:

**ASI President**

 Name:

 Minutes Approved on:

 ­**7-30-15**

 Date:

