**Executive Committee Meeting Minutes of August 10th, 2015**

1. CALL TO ORDER: President **Lopez** calls meeting to order at **5:03 PM.**
2. ROLL CALL

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

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

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

**Motion carries.**

**Amendment I: (Acosta) to eliminate the name “Special” in the meeting title.**

**Motion carries.**

1. ACTION ITEM – **Approval of the Minutes of July 30th, 2015**

**Motion: (Cardenas) to approve the minutes of July 30th, 2015.**

**Motion carries.**

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

**Motion: (Cardenas) to approve the minutes of August 3rd, 2015 with amendments.**

**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.**

No Public Comment.

1. OLD BUSINESS ITEMS:
   1. ACTION ITEM – **Approval of Personnel Committee Minutes of July 30th, 2015**

**Motion: (Jones) to approve July 30th, 2015 minutes,**

**Motion carries.**

* 1. ACTION ITEM – **Club Funding Policy(Tabled)**

**Motion: (Jones) to table this Club Funding Policy to the next meeting.**

**Motion carries.**

* 1. ACTION ITEM – **Health and Safety Fair**
* President **Lopez** said last week they discussed the idea of giving this event a proportion of the budget. Health and Safety Fair committee requested $3,000 for the Big Shaker or anything to help in terms of budgeting for the fair. This was brought back to the table as an action item for more discussion and questions.
* Executive Director **Pinlac** asked for the dates of this fair and if the committee has decided where they are going to be allocating this fund from. Will it be from the Board’s budget or from the Programming Council?
* President **Lopez** said he does not have the date for the fair, but the fair is during safety week on either a Saturday or that Thursday of that week. He has more information at his office desk regarding the fair. They have decided the money will come from Board initiatives. Chief **Boykins** is going to give $1,000 towards this event.
* Executive Director **Pinlac** said he believes housing will have a role in the fair as well. It might just be promoting and having a lot of their residents go. Executive Director **Pinlac** talked to police officer **Mike Elder** who is chairing the committee.

**Motion: (Cardenas) to fund half of the money $1,500 to the Health and Safety Fair and for the fair to spend the money how they would like.**

**Motion carries**

* VP of Finance **Jones** asked if the $3,000 was for the shaker only or if it would be used for the whole event.
* President **Lopez** said the money requested was just for the Shaker and it is expected of ASI to give $1,000 for food. The approved budget of $1,500 is to be used for either one.
* VP of External Affairs **Cardenas** asked for a point of clarification regarding the $1,500.
* Executive Director **Pinlac** asked if ASI was required to do some coordination with the money they were allocating to the fair or if the fair will do all of that.
* President **Lopez** said when he talked to **Mike Elder** about it **Mike Elder** said he would coordinate the event. The Health and Safety Committee had a meeting over a month ago and they will be having another one soon.
* Executive Director **Pinlac** said if ASI is going to provide funding that ASI should play a big role on that committee. Executive Director **Pinlac** said he was supposed to be a part of the first meeting, but he was not here during the time of the meeting. He thinks it is a great event that they are going to be coordinating and he wants to make sure ASI has a say in the decision making and is actively participating in this event.
* VP of External Affairs **Cardenas** asked what day this event is taking place.
* President **Lopez** said he doesn’t know.
* VP of Finance **Jones** said it will be happening during Safety Week and the date is posted but ASI does not know the date.
* President **Lopez** said the fair is in October.
* VP of Finance **Jones** asked when the fair will get an updated budget so ASI knows where the $1,500 should go towards. She asked when the next fair committee will meet.
* President **Lopez** said he hasn’t gotten any more updates on when the next meeting is. Hesaid they can amend the budget to specify where the money should go towards. It is up to the board to decide how they want to pass this motion.
* Executive Director **Pinlac** said he believes he is on this committee and that they will have someone there to make sure the money is used effectively. He thinks the Shaker is expensive for one item, but it does seem like a great aspect in terms of marketing the event and getting people interested.
* VP of Finance **Jones** suggested ASI propose that half the $1,500 total be split so that $750 goes towards the Shaker and $750 goes towards the fair.
* VP of External Affairs **Cardenas** asked if Executive Director **Pinlac** can be given the power to use the $1,500 at his discretion since he is sitting on the fair committee.
* President **Lopez** said he sits on the committee. It is himself, **Marguerite Henrichs**, **My-Lan Huynh,** **Jennifer Luna**, **Mike** **Edler**, two more officers and Chief **Boykins**.
* VP of External Affairs **Cardenas** asked if President **Lopez** could have the sole power during the fair committee to decide how the money is spent.
* President **Lopez** said if they passed a motion stating this is how they want the money to be allocated then yes.
* Executive Director **Pinlac** asked what the reasoning was regarding the decision to give only half of the amount requested for the fair.
* President **Lopez** said they requested $3,000 only for the Big Shaker.
* VP of External Affairs **Cardenas** said they should add an amendment in passing the motion stating that President **Lopez** has the power to decide how to use the money since he is sitting on that specific committee regarding the fair.
* VP of Finance **Jones** said the reason behind not approving the $3,000 was because ASI did not want that money going only to the shaker. If ASI were to fund the event they should fund the entire event. If they give President **Lopez** the discretion to decide on his own how to use the money the Board will not be a part of that decision making. It would be better to decide now where that money goes towards and the final amount as a whole Board. She thinks they should be very precise in what the money will go towards on behalf of ASI funding.
* Executive VP **Acosta** said she agrees with VP of Finance **Jones** in deciding exactly where the money is spent on now that the whole Board is present.
* President **Lopez** said the vision that **Mike Elder** had was to use the whole walkway for Meiklejohn. The concern regarding this idea was that too many people would be on this walkway. **Mike Elder** wanted to have a firetruck and ambulance present during the fair. His vision was to make this fair bigger with the added collaboration of the other organizations. The only money **Mike Elder** has right now is the $1,000 that Chief **Boykin** is willing to give. Other than that **Mike Elder** is looking for more

funding. Originally he wanted to use the $1,000 for food and use any other donating resources towards the Big Shaker. **Mike Edler** wanted to revolve the event around the Big Shaker.

* President **Lopez** said $1,500 is what the current motion on the floor is regarding ASI funding for the fair. They have not had a fair meeting in a month so he is not sure if Chief **Boykin** is still going to be given the $1,000 to be used on food.
* Executive Director **Pinlac** asked if President **Lopez** had the full budget of what the fair is going to cost.
* President **Lopez** said the only budget that he was given was the $1,000 for food and $3,000 for the Big Shaker.
* Executive Director **Pinlac** said it seems like this is a tabling event centered on the Big Shaker and food.
* President **Lopez** agreed. He said there is going to be a bunch of other booths and tables from the community on campus explaining to people about certain safety aspects ranging from health and protection, to counseling, etc.
* Executive Director **Pinlac** said other organizations should contribute to this as well. It could be $1,000 from each organization participating.
* VP of Internal Affairs **Rojas** said he thinks $1,500 is a good amount.
* President **Lopez** said right now the motion is $1,500 towards the fair which can be used towards anything. Unless there is an amendment they will now vote on this motion.
* VP of External Affairs **Cardenas** asked if they wanted to discuss if they should add an amendment to the current motion to increasing that amount to $3,000 and give President **Lopez** the ability to use it under his discretion or for the board to decide where that money will be allocated now.
* VP of Finance **Jones** said the reason why they came up with the $1,500 for the fair was because they wanted to give some money to other things besides the Shaker. If they voted to give full discretion to President **Lopez** then it is not reflecting the board as a whole. She would rather the money go towards the fair as a whole instead of solely the Shaker.
* Executive Director **Pinlac** said the one thing he worries about regarding the Shaker is if ASI would be held liable on the safety of the Shaker, but he does see it as a good opportunity to help sponsor this event for the students.
* VP of Finance **Jones** said because President **Lopez** has not been in any other meetings regarding the planning of the fair the current fair budget is not known. She thinks it would be smarter to fund the entire event instead of just one item.
* Executive Director **Pinlac** said he doesn’t want to fund the whole event because then it would be ASI’s event and they would be held liable for that. He still thinks this is a great event for the students especially with the recent event of the Fremont earthquake. He said he is okay with whatever they plan and he is just worried about the liability aspect. He thinks it would be fair to use some of the Programming
* Council’s funding for the event. He asked for the Board to keep in mind the Board Initiative fund since using the Board’s money on this event might limit the Board’s funding for future events.
* VP of Finance **Jones** said she didn’t mean to fund the entire event, but with the $1,500 they will decide to fund the event as a whole. She agrees with Executive Director **Pinlac** to use the Programming Council’s budget which is $75,000 for this school year. They can agree as a Board now if they want to take from the Programming Council’s fund instead of the Board Initiative fund.
* VP of External Affairs **Cardenas** asked if he can amend the motion to have the $1,500 be used on the event in its entirety.

**Amendment I: Use the $1,500 on the fair in its entirety and not just one specific item.**

* Executive VP **Acosta** asked if they are funding from the Board or Programming.
* President **Lopez** said if they wanted to approve this money now it would go through the Board Initiate fund.

**Motion carries.**

**Motion: Approve the motion as amended to for the fund of $1,500 to be used on the fair in its entirety and not just one item.**

**Motion carries.**

**27:10**

* 1. DISCUSSION ITEM – **Bylaws & Committee Codes (VP of Internal Affairs)** President **Lopez** yields the floor to VP of Internal Affairs **Rojas.**
* VP of Internal Affairs **Rojas** said he wants to incorporate a Senator of Diversity.
* Executive Director **Pinlac** said instead of increasing the Board in the Director position they could increase in the Senator position so that they can have more positions and move towards the model of CSU Long Beach where the EVP chairs the Senators. If they increased the Senator positions they would have more student positions that would ultimately help create a pool of candidates to run for these higher positions in the future such as VP or President. The Board can make a Director of Diversity position, but he would like to see it as a Senator position because he does want to extend the Senate. We do not currently have a strategic plan in place yet but it is something on Executive Director **Pinlac’s** current to do list for the organization.
* VP of External Affairs **Cardenas** said he agrees with Executive Director **Pinlac.** VP of External Affairs **Cardenas** asked if Executive Director **Pinlac** wanted to copy the model that CSU Long Beach has where the VP chairs the Senators.
* Executive Director **Pinlac** said that CSU Long Beach does not have EVP and that they sort of mimic the Federal Government where the Vice President is the lead of the Senate and Congress. That is the model CSU Long Beach follows. He was thinking EVP because that is how they do it but it can also be any other position. This idea is open to interpretation because they have no guidelines for it as of now. He does think they should have a separate Senate from the Board of Directors. In order to expand on positions for more students this would be the easiest route to do so.
* VP of External Affairs **Cardenas** thinks this is a great idea and he wants to encourage all the Board Members to think about this idea in further depth before coming to any decision.
* VP of Internal Affairs **Rojas** said they wanted to change VP of Internal Affairs to VP of Public Relations.
* President **Lopez** said they could even call it VP of Communications so the tittle can go more with the duties of Internal Affairs.
* Executive Director **Pinlac** said he thinks this is a great idea. VP of Internal Affairs **Rojas** said there is a new addition to the Director of Sustainability bylaws to now include a new duty.
* Another thing they discussed was to change the date in office to from July 1st to July 30th to June 1st to May 31st.
* VP of External Affairs **Cardenas** asked if VP of Internal Affairs **Rojas** can describe the changes in more depth.
* President **Lopez** said they discussed these changes last week.
* VP of Internal Affairs **Rojas** said they are going to number the pages in the bylaws because they are not currently numbered.
* Article 5 section 1A of the bylaws adding a period to the sentence. Section 1B of the same article to change it to Chief Officer of Financial.
* Section 1D is adding a 1 in parenthesis to all four Senators.
* Section 3C fixing the upper case O in oath to lowercase.
* Section 6A adding shall preside as chair of all Board of Directors meetings.
* Section 6E to add “shall work closely with college Senators and Director of Concord, shall serve as CSSA Representative and shall chair the Ad Hoc committee which is a student quarter to semester committee.
* Executive Director **Pinlac** said the only reason why Ad Hoc committees exist are because it is not in the bylaws and it shouldn’t be put in the bylaws if this committee will not be here in a few years.
* VP of External Affairs **Cardenas** asked if they will continue to review the bylaws and when they will come to a final vote.
* President **Lopez** said within the next week or two they will have it approved so that it can be completed once the rest of the board comes into office.
* VP of Finance **Jones** said Meeting and Voting of Directors Article 8 should be looked at too.
* VP of External Affairs **Cardenas** said he was wondering if the language of the bylaws could be changed now to better suit the quarter to semester change so that they do not have to revise it later on.
* President **Lopez** said they are seeking a referendum in the fall. The next referendum will be the elections of spring 2018. Everything will take effect for fall 2018 when the school changes to semester system.
* VP of Internal Affairs **Rojas** has changes for External Affairs. He changed voting members sitting on the committee from 2 to 5.
* VP of External Affairs **Cardenas** said if they have more applicants for the committee then they can follow the 5 voting members, but if not then they may have to stick with the original 2.
* President **Lopez** wanted to state that VP of External Affairs **Cardenas** does have a committee with 4 Senators, a Director of Concord and two advisors. ASI does not want to make this committee any larger than it has to be when VP of External Affairs **Cardenas** also chairs the Ad Hoc committee.
* Executive Director **Pinlac** said to keep in mind it is harder to manage a schedule of 10 people as opposed to 5 or 6.
* VP of External Affairs **Cardenas** said the original 2-3 voting members are fine for the committee.
* VP of Internal Affairs **Rojas** said the next thing to change was page 15 regarding Legislative Affairs. Fixing the wording of class raps to class presentations.
* VP of Finance **Jones** asked if the Lobby Corp Committee is going to be seated this year because last year it was not an active committee.
* President **Lopez** said Director of Legislative Affairs **Garnica** is going to bring back the Lobby Corp.
* VP of Internal Affairs **Rojas** said in the Legislative Affairs section above the bulletin previously edited he wants to change the sentence to “responsible for organizing students to lobby officials at the Local, State and Federal level of the government.”
* VP of Internal Affairs **Rojas** said to also add “social media” to where it says “open forums, fliers and newsletters.”
* VP of External Affairs **Cardenas** said he wanted to discuss the bylaws in more depth at the next board meeting as a discussion item.
* VP of Finance **Jones** said she is not sure if they should continue to discuss changes to the bylaws unless they decide on a working session to finalize them. The more they talk about it the more edits they are going to have to do and add. She prefers them to vote on the changes they have already made now.
* VP of External Affairs **Cardenas** asked if he can set it for a discussion item for next meeting and also have a working session.
* President **Lopez** wanted to remind the Board that next week is then end of August and he is taking a vacation for a week. Next week it the only time they have for a meeting before they get the full Board September 1st. They have all of next week to do the meetings and August 31st.
* VP of Internal Affairs **Rojas** clarified that by September 1st they want this to be an action item.
* VP of Finance **Jones** said they have been working on it all summer so they might as well vote on it now. She said there is not a specific deadline, but it would be better to finalize and finish everything.
* President **Lopez** said if they do not finalize everything before those dates in August then the next board meeting is September 30th.
* VP of External Affairs **Cardenas** said he has been trying to readjust some of the bylaws pertaining to a few of the members on the Board and he wants to have time to discuss it before taking a stance on it. He would like to have a working session with Excom so that they can talk about what it is he would like to see changed.
* Executive Director **Pinlac** said this is something they do not want to rush so they will not have errors in the bylaws like the previous years. Yes we do want to get it done, but we want to make sure we go through it thoroughly because having referendum votes is very difficult to do. He was wondering if Excom wanted to wait to vote on this with the whole Board in September because this does affect everyone as a whole.
* Executive VP **Acosta** said she would rather push to vote on the bylaws next meeting instead of waiting till September 30th.
* President **Lopez** wanted to know who would be here next Monday for the next meeting. He said it would be himself, Executive Director **Pinlac**, Executive VP **Acosta** and VP of Finance **Jones** in the room. He asked if the other members would be available for a conference call.
* VP of External Affairs **Cardenas** said he will not be available for a conference call and wanted to push the meeting back to Tuesday.
* VP of Finance **Jones** asked why they will not be in the office on Monday.
* VP of External Affairs **Cardenas** said he took vacation leave.
* VP of Internal Affairs **Rojas** said on Monday he will be out of town.

**48:00**

1. NEW BUSINESS ITEMS:
   1. INFORMATION ITEM – **CSUnity/CSSA Update**

* President **Lopez** said they just came back from CSUnity last night. It began Thursday with their first workshop ending the day at 5PM and then dinner was provided.
* CSUnity was split up into different themes each day.
* Day 1 was called Getting Connected where they spoke about the overview of CSSA and what it means to be made in the CSU.
* Day 2 was Discovering Passion. It started out with a keynote speaker speaking about passion and then they broke into a diversity and inclusion activity followed by two different workshops from 3-4PM and 4-5PM. All these notes taken at CSUnity will be presented in the following Board meetings to come.
* Day 3 was themed Creating Vision. They talked about possibilities, values and success. It was a personal growth theme.
* Day 4 they had their CSSA Plenary where they had Special Officer Elections to fill all three vacancies. Then they had Committee Elections, Vice Chair Elections, Strategic and Policy Agenda planning, their first Social Justice and Equity Committee, their first Internal Affairs Committee, Finance Committee and Personal Committee. President **Lopez** was appointed to the Internal Affairs Committee; he is one of 6 members.
* They discussed 3 new Ad Hoc committees. One was a marketing committee for CSSA to develop new ideas and fliers that they will hand out to all 23 CSU campuses. Another new Ad Hoc committee was the Advocacy and Lobbying committee where Director of Legislative Affairs **Garnica** will chair. The third committee was Student Trustees where he will chair. They were proposed by President Taylor Heron and will be back on the floor for next month. They will have more descriptions regarding CSUnity when everyone does their presentation for the next board meeting during September/October.

**51:00**

* 1. DISCUSSION ITEM – **Election Code**
* President **Lopez** said he distributed the election codes last week. Executive Director **Pinlac** has an electronic copy. The edits he made so far are in red.
* On Page 1 he added the Election Codes were revised April 8, 2015 by the Board of Directors.
* On Page 2 the Table of Contents will be numbered because a lot of their documents pages are not numbered.
* Under Membership he kept the language consistent.
* Under Article 2 Section A number 3 was changed to “fall quarter” instead of “winter quarter.” The reason was because last year’s Elections Committee decided to start early in the fall rather than late in winter/spring.
* He also changed the wording in section A5.
* Under Article 3 Duties, Responsibilities and Procedures he added number 5 “the committee shall inform the Board of Directors of any changes to the Election Committee Codes, timeline or any changes to the election process.”
* Under Article 4 Declaration of Candidacy was removed and he brought it back under 3 “in addition to the standard eligibility requirements for all offices, candidates seeking office of the Executive VP, VP of Finance, VP of Internal Affairs and VP of External Affairs must have served at least 1 quarter on the ASI Board of Directors or on any ASI standing committee in order to be qualified to run.”
* Executive Director **Pinlac** said a couple years ago the President said he would not sign off on the election results if this was in the Elections Code. This is something they should address and converse with the President mentioning the reasons for this change. The President did not like this rule because it limits the students who can run. Executive Director **Pinlac** said he agrees to this new rule, but they have to clear it up with the President of the University.
* VP of Finance **Jones** said she agrees and wants to change the wording to VP’s since they are changing the title of VP Internal to VP of Public Relations.
* President **Lopez** said more changes are due to grammatical errors.
* Same article section C he added number 5. A slate may only consist of 6-8 people.
* Executive Director **Pinlac** said if they put 6-8 people someone can misinterpret that they cannot have a slate less than 6.
* President **Lopez** said one of the things that was brought up by last year’s Board was the majority, so if there was a slate of 8 and all 8 won they would have 50% plus 1 of votes on the Board. They can also change it 2-7 so no power is abused.
* Executive Director **Pinlac** said he loves the idea that once someone applies for candidacy during elections that it goes public immediately as stated in Article 4D number 5.
* President **Lopez** said while making corrections he noticed a lot of the rules were not being followed by the Elections Committee last year. Just by bolding it more and changing the wording, hopefully this enforces it better.
* He changed a wording of “academic school” to “academic colleges” because there are no schools on campus but colleges.
* Executive Director **Pinlac** said he had an interesting conversation at CSUnity with other advisors regarding Article 7, in the process they have balloting/voting as one full week and other schools practice 1-2 days while getting the same results as if they were campaigning for a week. Campaigning for a week takes a lot out of each candidate when it comes to academics and sleep so they should look into changing it to 1-3 days at most.
* VP of Finance **Jones** said the reason for the past elections being on Tuesday-Thursday was because our campus is 90% commuters. She agrees with Executive Director **Pinlac** that a whole week of campaigning is really stressful on the candidates and we would get the same results. She thinks as a Board they should look this over in the upcoming working session.
* President **Lopez** said under Article 11 Posting and Literature Distribution he changed the wording of B into “campaigning violations/strikes shall be as followed: First written warning, second written warning and notice for the next strike to be for disqualification, and third written warning and disqualification.” The wording before the corrections did not clarify the way warnings will be given if in violation.
* Under H4 posting of general fliers are allowed on designated general bulletin boards, he added A. Posting shall not exceed 8 and a half inches by 11 inches, B. Posting of signs on building walls, windows, doors, benches, utilities, sculptures, garbage receptacles, railing, trees, traffic control signs, stairs, bus stop areas, and sidewalk are strictly prohibited. Duplicate signs on the same board will be removed. The reason he added this was because of issues this past year. He took this off the East Bay website and added it to the actual codes. Continuing to number 8 A he added signs may be posted at the corners of grass areas and he added a few words on number 9 stating campaigning in a classroom during academic instruction is accepted with permission granted by the instructor.
* He then changed text and formatting.
  1. DISCUSSION ITEM – **Retreat Update (Exec. VP/Chief of Staff)**
* Executive VP **Acosta** said there is going to be a day where Excom is going to be giving individual workshops. She wanted to know the ideas they had for their presentations to the other members.
* VP of External Affairs **Cardenas** said he chatted with Executive VP **Acosta** about his ideas and wondered if he should give his input now.
* Executive VP **Acosta** said this is the time to give input on what she had assigned to the members to present on.
* VP of Finance **Jones** said she doesn’t know what she has been assigned if Executive VP **Acosta** can tell them their assigned topics.
* Executive VP **Acosta** said VP of External Affairs **Cardenas** was assigned the topic The Need for Communication; VP of Finance **Jones** was assigned a budget presentation and an exercise of passing a budget.
* President **Lopez** said for VP of Internal Affairs **Rojas** they are still deciding what they want him to present on.
* In terms of VP of External Affairs **Cardenas’s** activity it was an active listening activity where he will be giving instructions to everyone who is there. At the end they will discuss the importance of this exercise in active listening and communication.
* VP of Finance **Jones’** activity will be a budget where she will facilitate. They will split up into teams of 6 with 2-3 people each along with a certain committee that will make sure the other person does not touch their budget. They need to make sure that they end even on this budget because they are at a deficit. At the end it is their goal to make sure that they are even or have a surplus.
* VP of Internal Affairs **Rojas** asked if they are open to ideas for his activity.
* President **Lopez** said yes.
* VP of Internal Affairs **Rojas** said he doesn’t have any ideas but when should he get those ideas to present.
* President **Lopez** said they meet Monday to discuss the retreat with Administrative Assistant to the Board of Directors **Sharma.** He wants the ideas done by the end of August so they can have everything ready by the September retreat.
* VP of External Affairs **Cardenas** said he would like a specific time frame regarding the presentation.
* Executive VP **Acosta** said everyone has an hour to do their exercise. She knows VP of Finance **Jones’s** exercise will likely take an hour. Executive VP **Acosta’s** exercise could take an hour while others can be done in 30 minutes or less.
* President **Lopez** said they titled this time frame in the daily agenda as Workshops and if they do finish early they can move on and discuss other matters.
* VP of External Affairs **Cardenas** said if he has an hour for his exercise he would like 10 minutes of that to be a speech to the Board on his own input of how to properly execute communication in terms of the positions.
* President **Lopez** said there is a section where they discuss the ASI organization and the responsibilities and duties of each Board member. Once they finalize the layout of how the retreat will be run they will bring it back to Excom and discuss the days asking if anyone has adjustments they wish to make before they head out to the retreat.
* VP of Finance **Jones** asked if the budget workshop is two competing companies or a single company.
* President **Lopez** said they are an ASI and each group has its own department in ASI. It is an ASI budget that they want to even out or have a surplus. He said they will have an offline discussion of the way each person’s exercise will go so people shouldn’t worry.
* Executive Director **Pinlac** said they will be okay. He has done an exercise before and it can be enjoyable and fun. They shouldn’t stress.
* VP of Internal Affairs **Rojas** asked for more clarification.
* President **Lopez** said they will give the instructions out. They will have 15 minutes to deliberate within each group and once they come back VP of Finance **Jones** facilitates the motion on the floor. It is carried out as an actual meeting.
* VP of Internal Affairs **Rojas** asked if these exercises are the same every year.
* President **Lopez** said they do similar exercises, but this exercise was taken from Panetta. The end result of this exercise will determine how they work as a team and foreshadows how the year is going to go. This exercise is on their 4th day together so by then the bond should be stronger within the Board. VP of Finance **Jones** activity could take an hour and a half. These activities are still a draft and they are waiting on confirmation. He said VP of Finance **Jones** is also discussing the budget one day in addition to the budget exercise on a different day. She has an hour to do anything budget related.
* VP of Internal Affairs **Rojas** said if it takes her 25 minutes to discuss the budget VP of Finance **Jones** does not have to take up the whole hour, correct?
* President **Lopez** said correct. He said day 1 is looking like a full day of ASI related activities, day 2 is also a full day, day 3 will be an easier day where they have their non ASI activities, day 4 consists of the workshops, presentations and an activity, and day 5 is breakfast, cleaning up and packing to head home.
* VP of External Affairs **Cardenas** asked if they are driving that afternoon to Tahoe.
* President **Lopez** said they are planning to be at Tahoe by 10-11PM.
* Executive VP **Acosta** said they are eating dinner in Hayward then driving to Tahoe and stopping on the way to get groceries before reaching their final destination. As of right now it is just one van stopping and the other van will continue on.

**1:12**

* 1. DISCUSSION ITEM – **Newsletter Ideas (VP of Internal Affairs)**
* VP if Internal Affairs **Rojas** passed around a flier with his ideas regarding the Fall Newsletter.
* Which will include information on Alfresco-October 1st, discounted movie tickets/scantrons/raider tickets, an introduction of the new board with names and current positions while mentioning the quarter to semester system Ad Hoc

committee, coco and cram, an athletic tailgate, talk about new C.L.A.S.S committee, talk about committee openings promoting them to join current committees, talk about how clubs could be funded, and a SIRF update.

* VP of External Affairs **Cardenas** said the newsletter can include CSSA and what it does too.
* VP of Finance **Jones** asked how long the newsletter will be because last year it was supposed to be 1-2 pages max. Students wouldn’t care to read a long emailed newsletter.
* VP of Internal Affairs **Rojas** said he plans to not email them and table one whole day passing out a printed newsletter to the students. Also he just wants to bring up the topic and not have too much information about each topic.
* President **Lopez** said they did include CSSA in their summer letter and he is currently in contact with **Angela Schneider** who sent out the letter to the students pertaining to SIRF. As far as tabling they did not budget to print out the newsletter for the whole year so they would have to decide in the budget if they wanted to budget it. This is why it was carried out as an email to the students according to the budget.
* VP of Internal Affairs **Rojas** said he feels that tabling is more effective than an email.
* President **Lopez** said they are leading towards eco-friendly and they do not want to waste papers that people may not even read.
* Executive Director **Pinlac** said they can post it on their website to save on paper. He is hoping that once the new Marketing Coordinator position is filled that they can help spruce it up. He hopes they have a social media background. He does agree with the eco-friendly aspect.
* VP of Internal **Rojas** said he does think they should have some printed hard copies.
* President **Lopez** said when they table they could have one printed out and offer prizes for asking something specific about the newsletter.
* VP of External Affairs **Cardenas** asked if the new website they are looking into called BaySynch can have the newsletter added onto it.
* President **Lopez** said they can. BaySynch is organized into 4 different tabs and they fall under student life with their own ASI tab where they can add a newsletter. They can actually have elections on BaySynch because they have their own page to do as they please with.
* VP of Finance **Jones** said she recommends for athletic tailgates VP of Internal Affairs **Rojas** partner up with **Tenaya Davis**, especially for the home games.
* VP of Internal Affairs **Rojas** asked if they have to budget separately if he wanted to print posters advertising these events and the newsletter.
* President **Lopez** said they can print out a total of four 14 by 17 prints and have them at the Senators tabling who are required to table 4-6 hours.

**1:22**

* 1. INFORMATION ITEM – **ASI Committee Application**
* President **Lopez** changed the word Environmental Affairs to Sustainability.
* He added two Ad Hoc committees and added CFAC which is the Faculty Affairs Committee.
* He added the campus sustainability committee and university planning assessment and budget committee.
* He added a new subcommittee for the semester conversion called the Administrative Support Subcommittee.
* The application is open to the public and it is updated on the website.
* Everyone has it in their email.
* He wants to have applicants turn them in ASAP so they can have a good amount of candidates to discuss and appoint them at their first Personal meeting.
* VP of Finance **Jones** said last year some of the members of the board had to serve on the empty committee seats so she wanted to know if they are leaving it to the public first and then going to decide what happens after if they do not fill the seats.
* President **Lopez** said this application has all the open seats. He has already filled the positions with the correct board members he assigned to the different committees so he knows how many seats are currently open to Students-At-Large. Excom already has the committees they are assigned too and all that is left is for the remaining board to be assigned their committees. Directors and Senators get to choose up to 4.
* They are trying to incorporate more Students-At-Large instead of just ASI.

**1:25**

1. ROUND TABLE REMARKS

**Cardenas:** He took the initiative to go to different departments on campus to see how students can be engaged in student affairs, etc. He feels that board members should understand what their system looks like and what the student process is for them to get involved and be engaged. It was a very nice experience and he got to learn a lot. He highly encourages the other board members to check out different organizations and departments because it is a very nice experience to introduce yourself and present the ideas you have in mind that you would like to collaborate with other departments.

**Jones:** Congrats on those who went to CSUnity and thank you for representing East bay. She is happy they got to experience this. She is happy they had a great time. She speaks for herself and **Acosta** since they could not be there.

**Pinlac:** He is happy to be back and he wants the board to schedule their one on one with him and they can talk about whatever it is they are working on.

1. ADJOURNMENT

Meeting adjourned at **6:31PM**

Minutes Reviewed by:

**ASI President**

Name: David Lopez

Minutes Approved on:

**8-21-15**

Date:

