**Executive Committee Meeting Minutes of August 31st, 2015**

1. CALL TO ORDER: President **Lopez** calls meeting to order at **2:14PM.**
2. ROLL CALL

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

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

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

**Amendment: (Cardenas) to table New Business Item A. DISCUSSION ITEM – Resolution on Anti-Bullying until the next Executive Committee meeting.**

**Motion: (Cardenas) to approve the revised agenda.**

**Motion carries.**

1. ACTION ITEM – **Approval of the Minutes of August 21st, 2015**

**Motion: (Acosta) to approve the minutes of August 21st, 2015.**

**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 – **Student Travel and Lodging**
* President **Lopez** said after reviewing the travel policy they saw that the policy covers travel and registration only and it does not include lodging. The student **Prerana C. Lanjekar** is only seeking $550 for registration, travel and lodging will be covered by the department. The student is asking ASI to cover the $550 for registration fee.
* VP of Finance **Jones** asked if the ASI policy covers registration.
* President **Lopez** said yes.
* VP of External Affairs **Cardenas** asked for the exact amount stated.
* President **Lopez** said it is $550 for registration. Originally the student **Prerana C. Lanjekar** was seeking ASI to cover the hotel cost which is $139 per night. The flight was $139 and the registration is $550. She is getting the hotel and flight covered by the department and asking ASI to cover her $550 registration fee.

**Motion: (Acosta) to approve registration cost for Prerana C. Lanjekar not exceeding $550.**

**Motion carries.**

* 1. INFORMATION ITEM – **Retreat Update (Executive VP/Chief of Staff)**

President **Lopez** yields the floor to Executive VP **Acosta.**

* Their meeting for the first day changed from the Bay View room to the old UU307ABC.
* Presenters for the first day will be Executive Director **Pinlac,** President **Lopez, Dianna Rush Woods, Martin Castillo, Marguerite Hinrichs, Stan Hebert, Jillian Buckholz, Julie Wong, Tenaya Davis, Terri L., Rebecca R., Eileen Barrett, and Jennifer Luna.**
* The schedule is set for the rest of the days.
* Director of Legislative Affairs **Garnica** said because they are going to be in the area, on the way back they should stop by the Capital and get a tour to be patriotic. This can be good to show the students of CSUEB that their ASI Board went to the Capital. He spoke to **Meredith** and he thinks it would be a great idea if they take 15-20 minutes to go see the Capital. They can get more knowledge about CSSA too because they are going to be talking about it a lot this year.
* VP of External Affairs **Cardenas** said he thinks that is a great idea, but he was not sure if it should be that Friday coming back because they are going to be extremely exhausted.
* Executive VP **Acosta** said it would be that Friday when they are returning from the retreat. If approved, on the way back they would stop by the Capital.
* VP of Finance **Jones** asked what they were doing on that last Friday.
* Executive VP **Acosta** said that Friday they are doing breakfast, prepping for departure and then leaving the retreat home.
* VP of Internal Affairs **Rojas** asked what time they would be departing from the retreat home.
* President **Lopez** said they want to be out by 11:30AM. Administrative Assistant to the B.O.D. **Sharma** is looking into that now. Right now the schedule says 11:30AM, but it will change once they find out the exact time. In the past retreats Fridays are the lenient days where they have breakfast, catch up on any pending tasks and clean the house to leave. There is time to stop by the CSSA office in Sacramento and the State Capital.
* VP of External Affairs **Cardenas** thinks this is an excellent idea. He thinks a lot of the Board members have never been to the Capital so it would be neat for them to actually see it and possibly get a tour and talk to **Meredith.**
* VP of Finance **Jones** asked for clarification of who **Meredith** was.
* Director of Legislative Affairs **Garnica** said she is the Chief Government Relations for CSSA. She is the lobbyist.
* Executive VP **Acosta** said if they were able to meet **Meredith** they could get more information on CSSA so they can better explain to the students about the SIRF fee. It is good for the entire ASI Board to know more about CSSA.
* President **Lopez** said in terms of retreat they are almost done on finalizing everything with retreat. There are 2 weeks left until the retreat starts. The full Board starts tomorrow September 1st. The Board will not receive the schedule until the first day of retreat on Monday September 14th. If anyone has any questions pertaining to their presentations he or Executive VP **Acosta** will be able to assist on that. They will meet with the Board in the next two weeks to go over presentations. He spoke to Director of Legislative Affairs **Garnica** today and somewhat gave him a presentation. The Board is presenting in the current room that they are having their meeting in.
* Director of Legislative Affairs **Garnica** asked if he has until next week to wait until his assigned presentation is an action item so he can start on it.
* President **Lopez** said he does not have to wait to start on it. He said there are no more action items regarding retreat. Director of Legislative Affairs **Garnica** will be presenting about CSSA on the slides President **Lopez** has already edited. Director of Legislative Affairs **Garnica** can work off of that. He said Director of Legislative Affairs **Garnica** can start talking to **Meredith** and that there doesn’t have to be an action item for that. President **Lopez** and Executive VP **Acosta** are the ones overseeing it with Administrative Assistant to the B.O.D. **Sharma**. This stop at the Capital and CSSA office will be a quick stop and they will talk it over with Administrative Assistant to the B.O.D. **Sharma** tomorrow regarding what is finalized in today’s meeting.

**12:07**

1. NEW BUSINESS ITEMS:
	1. DISCUSSION ITEM – **Resolution in Support of Establishing a University Hour**
* President **Lopez** said this document on the new University Hour resolution was sent out to the Board. ASI passed a resolution about College Hour a couple years ago and they can decide to bring that resolution back or President **Lopez’s** new resolution that reads, “WHEREAS, Associated Students, Incorporated (ASI) of California State University, East Bay (CSUEB) is the recognized voice of about 15,000 students; and

WHEREAS, it is the mission of the ASI Board of Directors to advocate and provide responsible and effective leadership for a diverse student population in order to make sound decisions for the betterment of CSUEB students; and WHEREAS, the role of ASI is to facilitate participation across a spectrum of fields relating to the promotion of student life on this campus; and WHEREAS, CSUEB is committed to the Eight Shared Strategic Commitments that values, honors, and respects diversity by responding to the backgrounds and interests of our diverse community and promoting their academic, professional and personal development ; and WHEREAS, CSUEB and California State Polytechnic University, Pomona will be transitioning from a quarter-wide-school system into a semester-wide school system in Fall 2018; and WHEREAS, the Semester Conversion Steering Committee has created a Student Pledge, which the semester conversion should not affect financial aid package, credits earned in the quarter-system, academic advising will be provided and CSUEB will maintain the quality of our academic programs ; and WHEREAS, this is the perfect time to establish a new tradition at CSUEB that can be implemented within the quarter-wide school system into a semester-wide school system; and WHEREAS, a College/University Hour is a unique opportunity and privilege for the CSUEB community; and WHEREAS, the institution of a College/University Hour will enable students and faculty to meet without the constraint of an inflexible schedule; and WHEREAS, California State University, East Bay lacks sufficient campus life; be it therefore RESOLVED, that the ASI Board of Directors strongly recommends that a University/College Hour be established in the Fall of 2018; and let it be further RESOLVED, that the Academic Senate, Steering Committee, Faculty/Staff, CSUEB President and the President’s Cabinet take into consideration the benefits of establishing a College/University Hour; and let it be further RESOLVED, that a College/University Hour will encourage students, staff and faculty to be more engaged on campus life; and let it be further RESOLVED, that within the College/University Hour there will be various presentations, lectures, discussions, debates, meetings, programming events, one-on-one interactions with Staff/Faculty, and more opportunities for students to get more involved; and let it be further RESOLVED, that the ASI Board of Directors be involved in the conversations regarding the establishment of a College/University Hour; and let it be further RESOLVED, that the CSUEB ASI Board of Directors encourage the other CSU’s who will be transitioning into a semester-wide school system to look into establishing a College/University Hour; and let it be further RESOLVED, that the ASI Board of Directors encourages Staff, Faculty, and Administration to hold the College/University College Hour between 12:00PM – 1:00PM on Wednesday’s & Friday’s, or Monday’s & Wednesday’s; be it further RESOLVED, the copies of this resolution be distributed to the University President, VP of Academic Affairs, the University Provost, Student Housing and Residence

Life, Academic Advising and Career Education, Student Health and Counseling Services, Student Life and Leadership, the Academic Senate, the Semester to Conversion Steering Committee, Office of the CSU Chancellor, the Dean of the Library, CSU Los Angeles ASI, CSU Bakersfield ASI, Cal-Poly Pomona ASI, and CSU San Bernardino ASI.

* VP of Finance **Jones** said she for this new resolution. Two questions she has are why they are hoping to establish this in 2018 and what exactly will happen during University Hour.
* President **Lopez** said in terms of her first question fall 2018 is when they transition to semester so this is the perfect time to implement this because they are changing the schedule of East Bay. In the new quarter to semester conversion they are starting fresh. It will help in changing the way East Bay is run. In terms of the second question he is chairing a task force specifically on University Hour. As of right now he has three members, administration and some faculty and staff in the committee. He is reaching out to campus wide faculty and staff. The committee will develop what they want to do during University Hour. To ensure that this passes in the Senate they need to make sure that they have their details together. He has been in contact with the Student Body President at Bakersfield, San Bernardino, Pomona, and Los Angeles whom are also transitioning to the semester system. Bakersfield is pushing for the University Hour and their conversion to semester system is fall 2016. He is meeting with the Bakersfield President in two weeks at CSSA where he will get more of that President’s information and see what he has been working on. They are going to work together to promote and push for this on their campuses.
* Executive VP **Acosta** asked if there were any CSU’s that have the University Hour.
* President **Lopez** doesn’t think any other CSU’s have a University Hour, but he is still looking into that. Before he presents this to anyone he will have all his facts down. This is the reason why they established the subcommittee for the quarter to semester conversion.
* VP of Finance **Jones** asked about the previous College Hour CSUEB had.
* President **Lopez** said there was a resolution passed by ASI a couple years ago, but nothing was done by it. He looked at it and it is very vague with the only result being a recommendation to the staff and faculty. The past resolution was only sent out to certain people and in terms of President **Lopez’s** resolution it was sent out to the majority of the main people on this campus and to other campuses. His resolution also recommends a time that they would suggest the University Hour to take place.
* VP of External Affairs **Cardenas** asked if this past resolution is on the ASI government page.
* President **Lopez** said it should be. Right now he has about 20 resolutions that he is looking at to see which ones are out of date, which ones he needs to look at, and which ones they are going to revamp.
* VP of External Affairs **Cardenas** asked if President **Lopez** can forward this to the Board so they can look at it in more detail.
* President **Lopez** said he can. In terms of the old resolution he copied two “Whereas” lines from it. The last two “Whereas” on the current resolution were from taken from the old resolution and the rest is completely new and updated. He incorporated the old resolution to the new one.
* Director of Legislative Affairs **Garnica** asked how University Hour helps commuters become more engaged with the University.
* President **Lopez** said it helps commuters by having that one hour to go to their club or organization to table or have an event. It gives the students more of an opportunity to be more involved with the clubs and organizations on campus. For example on Wednesday from 12-1PM there are no classes but you are still on campus studying and when you take a break you can go somewhere on campus that is utilizing the University Hour. In terms of not having this University Hour it doesn’t allow students to go to events they may want to attend because they have classes during those times. If we do not have classes within the one hour it gives students the opportunity to come out and be a part of something on campus or meet with faculty and staff and have one on ones with them. University Hour allows for commuters to become more involved on campus.
* Director of Legislative Affairs **Garnica** said he knows this will be implemented in the semester conversion, but even so you are still losing an hour or time slot that can be used for a class. He said it feels like you are taking away the purpose of CSUEB which is education and forcing students to be social. He feels like there will be many objections to this University Hour, and he wants to make sure that they are aware of all the students’ needs and concerns.
* President **Lopez** said correct. In terms of that issue they have already looked at it and when they transfer to the semester system they are going to have to utilize Fridays for classes. They will be utilizing all 6 days. The Senator of Science is looking into using Saturdays for labs because labs become full and there are not enough sessions for those classes. Professors are looking into remodeling their classes to be ready for the semester conversion in fall 2018. It appears that the Professors are going to be utilizing all 6 days for class time. In terms of losing 2 hours a week for University Hour it has been taken into account that the University will be utilizing the full 6 days a week.
* VP of External Affairs **Cardenas** said he thinks the University Hour is an excellent idea. He wanted to point out that the Director of Legislative Affairs **Garnica** had a concern for the students losing an hour, but this is only a resolution to state their positions and what they want the University to do which is why meetings with the right people will help figure out the details. For next meeting he will be in support of University Hour.
* VP of Finance **Jones** agrees with what is being said and liked the point Director of Legislative Affairs **Garnica** said because we have a diverse student body and need to think of all students including the commuters and online students. She does think University Hour is a great idea and that student life is important to the campus morale. She is all for it.
* **Marin Castillo** said he wanted to thank Director of Legislative Affairs **Garnica** because he brought up an idea that he is not sure the committees have thought of. If there is one person worried about losing an hour for University Hour then there is a chance that other students feel the same. He did want to mention that University Hour is not taking anything away from the students, but it is providing an extra opportunity. In fact ASI, student clubs and organizations will benefit from having a centralized time for all of the groups to meet. This is what other Universities have done and how they have used University Hour. It does not mean that is how they are going to do it. The resolution just shows the support and the real work will come from the committee that President **Lopez** will be chairing to decide what will benefit East Bay the most. He appreciates them all having this conversation.
* President **Lopez** said they are still working out the details on this committee and he would love to have both students and faculty present to get all sides and concerns spurring from University Hour.

**25:56**

* 1. DISCUSSION ITEM – **Resolution on Sexual Assault (VP of External Affairs)**

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

* VP of External Affairs **Cardenas** said to give the Board some context of this resolution, last year President **Lopez** was VP of External Affairs and he campaigned for the sexual assault “It’s On Us” which was extremely successful here on campus. President **Lopez** decided to make a resolution and gave this task to VP of External Affairs **Cardenas**. As ASI they take a stance on what they believe the University should do and how to be productive and protect the students. VP of External Affairs **Cardenas** did send out an email regarding the resolution and he is trying to figure out a good title for the resolution. He is open to suggestions.
* The resolution reads, “WHEREAS, the Associated Students Incorporated (ASI) Board of Directors of California State University, East Bay is the official voice of close to 15,000 students; and WHEREAS, it is ASI’s purpose to “promote a conductive environment for…educational, social, political, personal, and cultural awareness on campus”; and WHEREAS, President Barack Obama and Vice President Joe Biden launched a sexual assault prevention campaign called “It’s On Us;” on September 17th 2014 and WHEREAS, “It's On Us ask[ed] everyone -- men and women across America -- to make a personal commitment to step off the sidelines and be part of the solution to campus sexual assault;” and

WHEREAS, “More than 90% of sexual assault victims on college campuses do not report the assault” ; and WHEREAS, CSUEB at-risk student population include but are not limited to Greek, Housing, Athletics and first year students; and WHEREAS, a Title IX Task Force has been established by the IX office, University Police Department, Housing, Athletics, Student Health & Counseling Services, and ASI; and WHEREAS, the purpose of a Title IX Task Force is to address Title IX from a multidisciplinary approach by reporting sexual assaults, educating on affirmative consent, training student leaders in bystander intervention, and being a supporting ally for survivors; and WHEREAS, the Title IX Task Force is focusing on providing trainings for student employed leaders, educating at risk populations, and programming educational events on sexual assault; therefore be it RESOLVED, that ASI Board of Directors recommends being a permanent voice on the IX Task Force conversation; and be it further. RESOLVED, that ASI Board of Directors is committed to being involved in all Sexual Assault Campaigns on campus; and be it further RESOLVED, that ASI Board of Directors is committed to staying up-to-date on all Sexual Assault trainings and encourages other student leaders to also receive Sexual Assault training; and be it further RESOLVED, students seeking information or guidance in regards to sexual assault will be assisted by ASI Board of Directors; and be it further RESOLVED, the copies of this resolution will be distributed to the University President, Student Affairs’ office, Student Life’s office, IX’s office, the University Police Department, Housing’s office, Athletics’ office, and Student Health & Counseling services’ office.

* VP of Finance **Jones** said she is in huge support for this resolution and she is glad that it has finally been drafted. “It’s On Us” was an amazing campaign last year and it really stands for something huge. It is very important that they take a stance and let the students know their ASI representatives are here for them. She wanted to know if ASI was a part of the IX Task Force and she wanted to know who the members of that task force are.
* VP of External Affairs **Cardenas** said ASI is a part of that task force and on the last resolve it says that they are going to send a copy to everyone who is participating. The reason he is passing it out is because they are all participating in that IX Task Force except for the University President. It is important to state in the resolution that ASI is a part of that task force and it is important to keep ASI a part of the conversation because ASI advocates on behalf of the student.
* President **Lopez** said in terms of those meetings he and VP of External Affairs **Cardenas** are sitting on the IX Task Force and their second meeting is tomorrow. They also sit on a different committee that’s actually brought on by Student Health Services and their Title IX representative. They are creating a website that’s specifically for East Bay on “It’s On Us”. It is going to be similar to UC Berkeley’s. There will be a place to go to for questions and information and how to report sexual assault.

This is a summer project in collaboration with other departments on campus.

* President **Lopez** helped VP of External Affairs **Cardenas** write this resolution. “It’s On Us” has been expanded to a school wide event and not just an ASI event. Student counseling took over the campaign and he has been on two separate “It’s On Us” phone calls with the White House correspondent and with the Director of “It’s On Us”. **Rebekah R.** and **Terri L.** will be presenting about “It’s On Us” at the retreat. The next step is to come back to a Board meeting where all 14 members will discuss it again with the finals edits from Excom.
* Director of Legislative Affairs **Garnica** asked about the language in the resolution stating that ASI would be involved in any sexual assault campaign on campus. He asked how ASI plans to do that if different clubs and organizations decide to run their own sexual assault campaigns.
* President **Lopez** said regardless they have club funding and if it is not enough then they come to the Board. If it is something the Board is really interested in they will collaborate with them and incorporate all Greek life in it if it came from a single sorority or fraternity.
* VP of External Affairs **Cardenas** said it is important for ASI to be of assistance and aware of every sexual assault campaign on campus through clubs, organizations or departments to show that ASI takes a strong stance on this issue.
* President **Lopez** asked Director of Legislative Affairs **Garnica** if he wanted to change the wording of “all” in the resolution.
* Director of Legislative Affairs **Garnica** said he has a problem with ASI being involved in all campaigns regarding sexual assault on campus.
* **Martin Castillo** asked if Director of Legislative Affairs **Garnica** had a recommendation of what the wording should be changed to.
* Director of Legislative Affairs **Garnica** said there is no direct contact of whose heading this so when it states in the resolution that ASI will be involved in all campaigns he wants to know who is going to be doing all that work. Are they willing to put their name and logo there and have a specific channel for students to go through committing ASI to this duty. He feels like with the wording “all” it gives people too much freedom to do their own thing and the students can then come to the Board and say that ASI has to help in their campaign because it states that ASI will.
* VP of External Affairs **Cardenas** said whenever the Board of Directors decides to take a stance on something it doesn’t necessarily mean that all Board members are going to be directly involved, but the Board is going to decide which committee or who specifically will be working on that.
* VP of Finance **Jones** said Director of Legislative Affairs **Garnica** wants the language of the referendum to be more definitive and less vague because the way it is now can be interpreted that ASI will work every event or be a part of the event if it is a sexual assault event.

Her suggestion is to say more specifically in the resolution how ASI will contribute or be involved in these sexual assault campaigns. She understands what Director of Legislative Affairs **Garnica** is saying.

* President **Lopez** agreed that they should define it more. They could define it better by saying the ASI VP of External Affairs is committed to being involved with sexual assault campaigns and they can specify it to a certain position. Last year it was VP of External Affairs and they can put the “It’s On Us” campaign as a part of the VP of External Affairs job description to work on every year. That way it can go through External Affairs before coming straight to the Board. External Affairs can decide what to do with it. They can either write in that the sexual assault campaigns will be handled by VP of External Affairs or they could write in any campaign deemed important to the Board. They can write ASI will be involved in any campus wide campaign that doesn’t just pertain to one single organization.
* VP of External Affairs **Cardenas** said these ideas are great and that even assigning it to one Board member would be great.
* **Martin Castillo** said they can add “committed to all campus wide recognized campaigns” instead of “being involved in”.
* President **Lopez** said those are the four options.
* VP of Finance **Jones** said it depends on what VP of External Affairs **Cardenas** wants from the Board. If she was a regular student reading the current referendum she could infer from the document that ASI will help her set up or volunteer in the sexual assault campaign she wanted to conduct. She is in favor of **Martin Castillo’s** suggestion.
* VP of External Affairs **Cardenas** said appointing it to a specific Board member is not a bad idea, but he feels like they might be cutting off growth from any one Board member who might be more passionate to work on the issue than the assigned Board member. He thinks External Affairs might not be the right member to delegate it to, but he is open to suggestions.
* President **Lopez** asked about the title of the document.
* VP of External Affairs **Cardenas** said in the last resolved he decided to change the language. He wanted to say the office of student affairs and the office of student life because he saw other resolves written this way.
* President **Lopez** said in the last resolve they can add that it goes to the Chancellors office. The office of the President will give it to the VPs as well.
* VP of Finance **Jones** said she thinks it is wise for the Board to go on the website and find resolutions that are online. She saw Safe Space and LGBTQ resolutions from 2012 and they should update it because same sex marriage was passed across the nation.
* Executive Director **Pinlac** said the resolutions they currently have online are not the completed list. He forwarded a bunch to President **Lopez** and he will forward the rest out too**.**
* Executive Director **Pinlac** said he wants to go through the resolutions and find out which ones are still valid and which ones are out of date.

**44:53**

* 1. DISCUSSION ITEM – **Arrive Alive to Work (Corporal Elder, Time Certain 3:00PM)**
* President **Lopez** said they did not get a confirmation from **Corporal Elder.** Executive VP **Acosta** met with him last week so he yields the floor to her.
* Executive VP **Acosta** said her and **Corporal Elder** talked about a new event that he is trying to do called Arrive Alive to Work. It will be held October 8th on Pioneer Heights. The event is to promote safe driving for students. **Corporal Elder** wanted to bring a car to the quad area in front of the DC and have students go through test runs where they will be impaired in some way to see how they drive in different scenarios. They will then talk about the importance of safe driving and getting to work alive. **Corporal Elder** is not asking for funds, but he wants to know if ASI is in support of this event and he would love any form of involvement from ASI. He wants it to be a big campus wide event where the entire campus is informed about it and he will be discussing apps that will disable their cell phone when they are driving so the student cannot be distracted when driving.
* Executive Director **Pinlac** said he thinks the target audience is wrong because if they live on campus they are probably not driving much. He thinks if ASI gets involved they should promote it where more students on campus can see it like the SA building or in front of the Union.
* Executive VP **Acosta** said **Corporal Elder** needed a space to bring that vehicle in so she suggested a parking lot, but everything is a work in progress.
* VP of Internal Affairs **Rojas** said having it in a parking lot wouldn’t be a good idea because students are either coming to school to park in a hurry or leaving. He suggests somewhere on campus.
* VP of Finance **Jones** said to pick the most concentrated area, not a parking lot. Commuter Day was outside of the RAW in between the SA building and the Science building. If they can put it in a section where there are a majority of students walking by that would be great. She is for ASI backing this because a majority of students on campus are commuters and they want their students to arrive safely.
* VP of External Affairs **Cardenas** asked if the car is actually moving.
* Executive VP **Acosta** said it is. The students would be driving in different scenarios of small distances. **Corporal Elder** said there are videos online and he would forward them to her.
* VP if External Affairs **Cardenas** said he is worried about safety and they have to pick the location wisely. He wouldn’t want any accidents to happen.
* VP of Finance **Jones** suggested simulations without an actual moving car for safety precautions.
* Executive VP **Acosta** said as far as she knows it was going to be a moving vehicle, but she will get more specific details later.
* Director of Legislative Affairs **Garnica** wanted to make sure UPD is involved in this event.
* VP of Finance **Jones** said **Corporal Elder** is UPD.
* President **Lopez** said something else is going on October 8th but he can’t remember it now. He thinks it is Health and Safety Fair.
* Executive Director **Pinlac** said that was the idea behind having this event to be a part of the fair.
* Executive VP **Acosta** said she looked at the wrong date and it is actually on November 17th.
* President **Lopez** said they have time to look more into this and that he will get in contact with **Corporal Elder.**

**52:33**

* 1. DISCUSSION ITEM – **Fall Referendum**

President **Lopez** yields the floor to VP of Internal Affairs **Rojas.**

* VP of Internal Affairs **Rojas** said he has been collecting general ideas of how it should be conducted. He has not been able to get into specifics.
* VP of External Affairs **Cardenas** asked what the budget was for the Fall Referendum.
* President **Lopez** said they have their audit coming up so they will look into their numbers. They are trying not to spend as much. Their elections committee is forming in the fall and by week 7 of fall quarter they would like a full 4-5 member committee that has a $6,000 budget. The Board can use a piece of the $6,000 budget for the referendum of the elections in the spring. They do have the budget for it. He asked VP of Internal Affairs **Rojas** if he wanted to table prior to the referendum so the information is sent out to the students before the referendum.
* VP of Internal Affairs **Rojas** said he was thinking to do the referendum the second week of school and in the first week of school they can tell students about it.
* Executive Director **Pinlac** said before they have students vote on it they need to collect at least 500 signatures from students for the referendum.
* President **Lopez** said in terms of what VP of Internal Affairs **Rojas** wants to do they can table for two weeks to gather the signatures and the actual referendum will be towards the end of the quarter.
* VP of External Affairs **Cardenas** asked if they will discuss this at the first official Board meeting.
* President **Lopez** said it is on the agenda and right now they want to gather ideas from Excom so they can present it to the Board before their first full Board meeting on September 30th.
* VP of External Affairs **Cardenas** asked if President **Lopez** has or can draft a timeline so the Board can get an idea of what the quarter is going to be looking like.
* VP of Finance **Jones** asked how VP of Internal Affairs **Rojas** plans on tabling and informing the students on what they are giving their signature for. As a student she is not fond of signing something and not knowing exactly what she is signing for. It is important to inform them correctly of why they need their signature.
* VP of External Affairs **Cardenas** asked who is going to be helping VP of Internal Affairs **Rojas** with this.
* President **Lopez** said it is the Board and any committee members who have joined his committee. They will have a meeting in the next few weeks discussing a timeline. Referendums are conducted in question format. They can decide how they want to do their referendum as a Board.
* VP of External Affairs **Cardenas** suggested VP of Internal Affairs **Rojas** put together an information session with all the Board members so that all 14 of them can be properly informed on what is going on with the referendum.
* President **Lopez** said they will get this information on their first or second Board meeting once all the details are figured out. There will be an item on the agenda where VP of Internal Affairs **Rojas** gives the Board all the information and what he expects from the Board, as far as tabling they do have the IPads to utilize that ASI purchased last year.

**1:00**

1. ROUND TABLE REMARKS

**Cardenas:** At the last Board meeting they were a little shaky on their Roberts Rules so he talked to Administrative Assistant to the B.O.D. **Sharma** and she has copies of the Roberts Rules book and CD’s to help with that.

**Pinlac:** The staff had their retreat and it was a great success with the help of **Castillo.** The staff liked the exercises and he looks forward to future planning with the staff. The staff had a good break so they will be ready for when the rest of the Board starts coming in for the new school year.

**Lopez:** The full Board starts tomorrow on September 1st so tomorrow they will be a Board of 14.

1. ADJOURNMENT

Meeting adjourned at **3:15PM.**

Minutes Reviewed by:

**ASI President**

Name: David Lopez

Minutes Approved on:

**9-9-15**

Date: