

**Executive Committee Special Meeting Minutes of September 25, 2014**

1. CALL TO ORDER: Chair **Alhathal** calls the meeting to order at **12:05PM.**
2. ROLL CALL

Members Present Absent Members Guests

Thamer Alhathal Hendrix Erhahon Randy Saffold

Marie Alexandra R. Ibarra Andrew Bott

Jordan Leopold Stan Hebert

Martin Castillo

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

**Motion: (Leopold) to move the Information Item – Travel Request, Andrew Bott to be the first item.**

**Motion carries.**

**Motion: (Ibarra) to table the Discussion Item – ASI Committee Codes to the next meeting.**

**Motion carries.**

1. ACTION ITEM – **Approval of Minutes of August 22, 2014**

**– Approval of Minutes of August 15, 2014**

**Motion: (Ibarra) to approve the minutes of August 22, 2014.**

**Motion carries.**

**Motion: (Leopold) to approve the minutes of August 15, 2014.**

**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. NEW BUSINESS ITEM:
   1. INFORMATION ITEM – **Travel Request, Andrew Bott**

Chair **Alhathal** yields the floor to **Andrew Bott** to address the following:

* **Andrew Bott** states that he requests funding for the AIGA conference that he will be attending in October 2014.
* **Andrew Bott** states that he is working with the CSUEB Professor Sharon Green, who is in the Management Department and has a PHD in Organizational Psychology. They have been working together doing research on, how to engage people in the work place through fun and play. There isn’t much research on this

topic, so they have been working to compile research on why fun and play makes a difference in the work place.

* **Andrew Bott** requests funding for this conference that he will be attending with Professor Green in which they will be presenting in October 2014, located in New York City.
* **Andrew Bott** presents documentation on how he qualifies to receive funding.
* Chair **Alhathal** questions how Andrew Bott attending this conference would affect CSUEB students when he returns.
* **Andrew Bott** states that he would love to bring back the information he learns back to his Psychology classes and the RA community. **Andrew Bott** further states that going to this conference doesn’t necessarily benefit the community but it certainly benefits him when applying to graduate schools.
* Chair **Alhathal** states that **Andrew Bott** only requested funds for travel but ASI does not cover all of that.
* ED **Saffold** states that although that is correct, since the Board wrote the policy they can make exceptions to the policy if they perceive that it has merit.
* ED **Saffold** states that the amount of money requested can potentially be paid for with the Travel card as long as **Andrew Bott** is okay with ASI booking for him or he can be reimbursed.
* Associate Vice President, Student Affairs **Castillo** questions if the cost of the plane ticket that **Andrew Bott** provided fluctuates depending on when or was it an estimate/guaranteed cost.
* **Andrew Bott** states that the price he provided was from when he previously looked a week prior to the meeting. The AIGA conference offers a 10% off discount through Delta Airlines which is reflected on the price that he provided.
* Associate Vice President, Student Affairs **Castillo** states that if they wait two more meetings to approve this than the price will go up for tickets.
* ED **Saffold** states that when approving **Andrew Bott** the committee can do a, “Do not exceed amount” on the approval.
* Chair **Alhathal** questions if ASI books the flight or would ASI just give **Andrew Bott** the money.
* ED **Saffold** states there is enough time where ASI can book the flight or the University can book the tickets on behalf of **Andrew Bott.** These details can be further discussed with Sneh Sharma.
* Associate Vice President, Student Affairs **Castillo** questions **Andrew Bott** what his plans for funding would be if ASI does not approve to fund him.
* **Andrew Bott** states that his backup plan would be to request funding from Pioneer Heights.

**19:30**

1. OLD BUSINESS ITEMS:
   1. DISCUSSION ITEM **– OOHLALA Application**

Chair **Alhathal** yields the floor to ED **Saffold** to address the following:

* OOHLALA does not have the ability to implement the main feature that ASI wants and had shared with IT.
* ED **Saffold** states that OOHLALA’s sales manager does not want to customize the application for East Bay.
* ED **Saffold** states that he can no longer recommend the OOHLALA app for ASI. OOHLALA needs to be turned back over to the University, since it really is a campus wide application.
* ED **Saffold** further states that he encourages the committee to keep looking because he is committed to alternative learning solutions and cheaper cost.
* EVP **Ibarra** states that she does not want to spend student’s money if the item that they needed wasn’t provided, which is why she doesn’t think the OOHLALA app is valuable to ASI.
* Chair **Alhathal** states that as the VP of Finance last year, the main reason that the Board was given a $50,000 initiative was to find a way to help students save money on book costs.
* Acting Vice President, Student Affairs **Hebert** states that the issue of textbook affordability is something that ASI can continue to advance, especially with the participation of the Board’s Academic Senators. The biggest change will take place is through the leadership of the Academic Senate.
* Associate Vice President, Student Affairs **Castillo** questions if Merlotx plays into this or is it completely different.
* EVP **Ibarra** states that for the free textbooks, it was turned down by Academic Senate last year. EVP **Ibarra** further states that she wants to find out why it was turned down, so she can see what can be done differently.
* Chair **Alhathal** states that he heard that for the books it was requested for them to be changed every three years. The reason it got refused because the request was for every three years.
* EVP **Ibarra** states that something that was brought up in the conversation last time is with Merlotx; they suggested using it during the planning for distinction. When CSUEB transitions from the quarter to semester system, Merlotx may be an option that can be used.
* VP of Finance **Leopold** questions how detailed was the OOHLALA app expected to be.
* Chair **Alhathal** states that the way OOHLALA was shown was posts will only be available to view for 24 hours; it was very similar to Facebook. Chair **Alhathal** further states that you can’t search within the app.
* ED **Saffold** states that one of the things that OOHLALA thought they could do was categorization. What they couldn’t do was categorization and search so that people could be able to search within a category.
* Associate Vice President, Student Affairs **Castillo** questions what is the next step that ASI plans to take.
* Chair **Alhathal** states that they have to try and find other solutions. The goal was for the app, but since ASI is going to use the money from the textbooks on an app, if they use the money towards the books and an app then that’s safe costing.
* ED **Saffold** states that something that he desolated ASI from a long time ago was scholarships; which was largely because they changed every year, they had arbitrary criteria for how, and that was one of the areas that he thought that ASI was not doing the best job. ED **Saffold** further states that if looking at alternative solutions for books, conversations should take place with the bookstore about leveraging deals for digital textbooks.
* Associate Vice President, Student Affairs **Castillo** questions if there is a specific person in IT that could help ASI.
* ED **Saffold** that they are just getting started with their mobile app.
* Acting Vice President, Student Affairs **Hebert** states that one partner to keep in mind is the Follett bookstore. He further states that he is not aware of the work that they have done with other campuses, but they should be interested in serving the needs of the students and faculty.
* ED **Saffold** states that during the presentation he met two representatives from the Chancellor’s office who were working with Follett. Follett was initially resistant to doing partnerships for digital books because they think that they lose money. The two representatives were able to show Follett through studies that digital books increase sales through volume.
* Chair **Alhathal** states that he was waiting to meet with Follett because he doesn’t appreciate the way they deal with the students.
* Associate Vice President, Student Affairs **Castillo** states that they are going to be different impressions based on personal experiences. Follett is very open to something like this, a few years ago there was a proposal that was put together for the digital books and it was voted down by ASI.
* ED **Saffold** states that he suspects that ASI didn’t see enough value per student to justify a fee that was for every student.
* The committee discusses why ASI turned down the proposal in 2011.
* Acting Vice President, Student Affairs **Hebert** states that there were a lot of misunderstandings regarding how it benefits students if everyone doesn’t participate. ASI has an opportunity with these kinds of issues to take a leadership role to help students understand that this is in their best interest.

**39:34**

* 1. DISCUSSION ITEM- **ASI Committee Codes**

Tabled unit the next Executive Committee Meeting.

* 1. ACTION ITEM – **To match the 3% COLA as approved by the Chancellor to be distributed to each professional staff member retroactive to July 1, 2014.**

Chair **Alhathal** yields the floor to ED **Saffold** to address the following:

* The campus is looking at working with the last final piece of the bargaining units to see how they are going to divide up the 3%. ASI has 5 FTE’s and they already know how they are going to divide up the 3%. ASI is going to give it to each; they are not doing any kind of staggered piece.
* ED **Saffold** states that what he would propose is working with the Board. He had the numbers crunched and it would be a difference from the COLA that is already approved of an additional $4,753, plus or minus an additional few hundred dollars because there may be a small adjustment in salaries.
* ED **Saffold** states that it would cost somewhere between $4,753 and $5,000 to authorize the full 3%. ED **Saffold’s** proposition to the Board is that they look at taking the additional fund out of the initiative money or out of the combination between Programming Council and Board initiative fees.
* Chair **Alhathal** states they have enough money to fund it.
* ED **Saffold** states that the important thing is to make a decision on if they want to give the 1.66% which is added onto the 1.34% to match the Chancellor’s 3%.
* Associate Vice President Student Affairs **Castillo** states that this is something that has been a long time coming and would match essentially what the state side is doing.

**Motion: (Leopold) motions to match the 3% COLA authorized by the Chancellor**

**to have the 1.66% difference of the previously approved COLA come out of the Board and Programming Council initiative or any other area that ASI has money.**

**Acting Vice President Student Affair Hebert questions if the previously approved increase was already appropriated in the budget.**

**Chair Alhathal states yes, that’s why it is an additional 1.66%.**

**Motion carries.**

**44:18**

1. ROUND TABLE REMARKS

**Saffold:** He visited the Old Union and was pleased to see the changes that were made. **Saffold** further states that they were looking at changing how they can configure the space, getting rid of all the white furniture and going with all of the desks. It will also help accommodate the furniture that has to be moved over from the New Union. Chair **Alhathal** and ED **Saffold** had a rough sketch and they met with Terry Ramirez and Chuck Copus to take a detailed look of drawings. The move in date will be September 15, 2014. The goal will be that marketing will take up the whole back office area where Operations used to sit. Lil and Sneh will flip sides and be pushed forward and some of that middle space will be utilized. The biggest thing that they are looking at doing is creating a lounge/lobby area in the front to be able to invite students in.

**Saffold:** The printer situation has been rectified to some degree; students may still not be able to print because their NetID’s may not have been put in properly into the system that is checking to see if they have permission to print.

**Saffold:** He found out why ASI’s IT support has not worked well, it turns out that ED **Saffold** has no email address in a certain section of People Soft. So whenever they went to send updates on things that were needed from ED **Saffold** it was going into the system but there was no error messages coming out because it wasn’t sending an email that bounced. So his jobs kept getting cancelled since he was nonresponsive.

**Hebert:** He is looking forward to the retreat and states unfortunately the University’s president will not be able to join. **Hebert** is working to see if there can be a presentation on the topics during that 45min section.

**Castillo:** On September 17, 2014 the Early Freshman residents will be moving in and addition to that there is now a UPD substation located in the quad of Pioneer Heights. For parking, there is now an additional temporary lot on the old practice soccer field that is big enough for 400 cars. Dining is preparing for food trucks which will start up October 1, 2014; there are 17 different trucks that will be participating in the program. Student Life and Leadership is working on their Diversity Center Coordinator position and wrapping up for their final Orientation on September 19, 2014. The project to put in new flooring and to put in new furniture in the dining area of the Old UU has been postponed to Winter Break.

**Alhathal:** The reason why there will be a student lounge made is because ASI used to have one but now they don’t have one anymore.

1. ADJOURNMENT

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

Minutes Reviewed by:

**Executive Committee Chair**

**Name: Thamer Alhathal**

Minutes approved on:

**12/15/14**

Date: