External Affairs Committee Meeting Minutes of January 17, 2014

1. CALL TO ORDER: VP **Ibarra** calls meeting to order at **12:08 PM.**

 II. ROLL CALL

Members Present Absent Members Guests

Marie Alexandra R. Ibarra Jamelia Drake-Smith

Gaozong Yang

Ellen Griffith

Kathleen Halpin

Margaret Nguyen

Edward Rodriguez

Stephanie Romero

Claudia Sandoval

**III.** ACTION ITEM**– Approval of the Agenda**

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

**IV.** ACTION ITEM**– Approval of the Minutes of December 6, 2013**

 **Motion: (Halpin) to approve the December 6, 2013 Minutes.**

**V.** PUBLIC COMMENT

 **Public Comment is intended as a time for any member of the public to**

 **address the Committee on any issues affecting ASI and/or the California State**

 **University, East Bay.**

No Public Comment

**VI.** DISCUSSION ITEM**– Fall Recap**

* **Rodriguez** was successful with meeting with his Dean once a month to talk about upcoming events. He is also working on getting a meeting with the presidents of the business orgs. Wants to work more on building career education towards the students because a lot of students are transfer students and they will be looking for jobs after graduation.
* **Yang** wants to meet with all the department chairs. Working on the Plus Program for SCAA to see what classes need that extra help, and to get more Plus leaders. Right now she is looking to find tutoring for higher math courses since only remedial tutoring is being offered at SCAA. Wants to have office hours so more students can come to ask questions and express concerns.
* **Halpin** wants to work with liberal arts students who are on the teacher pathway who
* need hours. Thinking about setting up a child care room in Meiklejohn for students who have night classes.
	+ **Yang** agrees that the children center would be a good idea. **Yang** thinks research should be done to see why the Children’s Center wasn’t successful in the past. VP **Ibarra** mentions that she will speak with Randy regarding this.
* VP **Ibarra** also has office hours posted. Acknowledges that the committee was able to get familiar with their positions and meeting with their deans last quarter.
* **Griffith** partnering with the Alumni Association for a discount program. They are going to be going around to each chamber of conference in the area to see who would be interested. Has been in contact with EDSNA in setting up a blood drive date for spring at the Concord campus. Wants to do an ASI promo giveaway for finals week once her committee is put together.

 **11:00**

**VII.** INFORMATION ITEM**– Winter Quarter Focus, Expectations, Meeting Dates**

 VP **Ibarra** addresses the following:

* Everyone should have received an email for the committee dates which will be 12-1 PM on Fridays: Jan 17, 24, 31, Feb 7, 14, 28 and March 7, 14.
* If they cannot make the meetings please give prior notice.

 **12:23**

**VIII.** DISCUSSION ITEM **- Meet the Chair Event**

 VP **Ibarra** addresses the following:

* No longer doing this event due to other priorities.
* Director **Rodriguez** questions if this event will be done next quarter.
	+ VP **Ibarra** states that it wouldn’t be helpful because it’s nearing the end of the year, it should be planned during the summer for fall quarter. The External Affairs Committee shouldn’t be setting up events; it should be the Programming Council Committee. This event was an exception because the Directors of the Colleges are sitting on this committee. This event is low priority compared to what their goal is.
* **Yang** would recommend seeing if External work can be done during the summer – for the next Board.

 **14:46**

DISCUSSION ITEM**- ASI & University-Wide Committee Placement**

 VP **Ibarra** addresses the following:

* Students are dropping out/not enough students are on these committees. These committees need to be filled soon so the student voice can be heard and decisions can be made. Next Friday the college directors will look at how the to get the word out about these committees to the students.
* The committee will look at how to rephrase the committees to make them more presentable on a flyer to be handed out.
* **Yang** mentions that acontract should be made with the student committee members to ensure that these students stay in their position after receiving priority enrollment.
* Their main focus for winter quarter is committee placement. Next week when working in task groups, they can brainstorm on how to make the committees more appealing.

 **21:20**

**X.** ROUNDTABLE REMARKS

**Ibarra:** They need to launch the discount program this quarter and help support the Concord campus’s discount program. It’s a good idea to post about the discount program in the newspaper.

**XI.** ADJOURNMENT

Meeting adjourned at **12:34 PM.**

Minutes Reviewed by**:**

 **Chair/VP of External Affairs**

 **Name: David M. Lopez**

 Minutes Approved on:

 2-13-15

 **Date:**