External Affairs Committee Meeting Minutes of May 15, 2015

1. CALL TO ORDER: Chair **Lopez** calls meeting to order at **12:11PM**.
2. ROLL CALL

|  |  |  |
| --- | --- | --- |
| Present Members | Absent Members | Guests |
| David LopezStacey AcostaHamdi GhanimKeeret UppalSharan KandasamyNesreen AlbannaAsha Ravi MohammedErik Pinlac | Daphne ThomasGabriela CastroStan HebertHendrix Erhahon | Ankush SharmaJaneesha JonesLuis J. Cardenas |

1. ACTION ITEM - Approval of the Agenda.

Motion: (Albanna) to approve the agenda.

Motion carries.

1. ACTION ITEM- Approval of the May 1st, 2015 Minutes

Motion: (Albanna) to approve the May 1st, 2015 minutes.

Motion carries.

1. PUBLIC COMMENT – Public Comment is intended as a time for any member of the public to address the committee on any issues affecting ASI and/or the California State University, East Bay.

No Public Comment.

1. ACTION ITEM – Lunch with the Senators

Chair **Lopez** addresses the following:

* $2,500 will be used towards this event
* Lunch with the Senators will take place on June 4th
* Event is 4 hours long
* Food will be served out at 12noon, 1:30 PM, and 3:00PM
	+ Chipotle
	+ Wing Stop
	+ Bronco Billy’s
	+ Drinks from Safeway or Aramark
* **Motion: (Ghanim) to approve the $2,500 for food from Chipotle, Wing Stop, and Bronco Billy’s and drinks for Lunch with the Senators.**

**Chair Lopez states that during the event the new senators will present themselves in order for there not to be any confusion of who students should contact if they have a concern about their college.**

**Motion carries.**

**4:50**

1. ACTION ITEM –**Senator of CEAS Event**

Chair **Lopez** addresses the following:

* Meet the Chairs of CEAS
* $500 for food and drinks for her event.
* **Motion: (Ghanim) to approve $500 for Senator of CEAS Event.**

**Motion carries.**

**5:45**

1. INFORMATION ITEM – **Final Meetings** – Chair

Chair Lopez addresses the following:

* Committee has been meeting every week
* There are 2 more meetings left
	+ May 29, 2015
	+ June 5, 2015

**6:36**

1. DISCUSSION ITEM –**CLASS Committee**– Chair

Chair **Lopez** addresses the following:

* The Committee Codes and the Resolution was passed for the CLASS Committee
* It is the External Affairs Committee job to implemented and establish the guidelines for to start this committee for next year.
* Senator of CLASS **Uppal** states that what she is planning on doing is go ahead table for the next couple weeks, along with those interested in participating in the CLASS Committee, so that students can voice their concerns and then go ahead and address those concerns in a meeting. She believes that the first meeting should run off concerns that were addressed while tabling.
* Interim Executive Director **Pinlac** recommends with only 3 weeks left in the quarter to not seat this year’s committee but rather focus efforts on getting people for next year’s committee.
* Senator of CLASS **Uppal** states that she can work on finding people to be on the committee for next year.
* Chair **Lopez** states that he will be talking to the new elected EXCOM and Interim Executive Director **Pinlac** to work on the committee applications and open it ASAP. He states if Senator of CLASS **Uppal** has people that are interested to let them know to apply during the first week of school in the fall quarter.

**10:46**

1. DISCUSSION ITEM – **Binders for New Senators** – Chair

Chair **Lopez** addresses the following:

* This year’s Board of Directors are preparing binders to give to successors with everything that has been done, everything that wished to have been done and everything that the current Board of Directors wants next year’s Board of Directors to do or continue.
* This should be completed by June 30th
* Chair **Lopez** communicates to the college senators to create a timeline with what it is that they should be doing. He also states that they should address any questions that they had when they came into the position almost a year ago now.
* Everything is being adjusted to have meetings start in the fall quarter rather than in the winter quarter like it was done this school year.

12:00

1. ROUND TABLE REMARKS

**Kandasamy**: Was there a meeting on April 8th and if so where are the meeting minutes?

**Lopez**: Sneh’s assistants are still reviewing minutes from April 8th and from the meeting prior to that.

**Jones**: My name is Janeesha Jones and I am the Internal Affairs Vice Chair. One of the things that we are focusing now until the term ends is the ASI End of the Year Banquet. Everyone on every committee has received an email from me specifically stating the date, June 5th from 5:30PM to 10PM. It is going to be in the San Mateo Room at Crown Plaza in Union City. All I need you to do is go online and RSVP by Monday because we need a count of how many people are going to attend. You can put in how many guests you need and all that in your evite. It is very important and crucial right now getting the details for banquet done.

**Pinlac**: I have a couple follow-ups. There are special awards that will be given at banquet so if you have not voted yet please go ahead and do so. Do not vote twice. Also anyone who is going to be on the Board of Directors next year your evite will come in later. If you are already in a committee then you already got an evite but if not you will receive it later being that not all evites were sent out at the same time. If you know of any other candidates make sure to let them know of the date so that they can keep it free. I think it is a wonderful way to have the old Board of Directors leave gracefully and the new Board of Directors to come in to something exciting.

**Lopez**: Don’t forget to respond. It has been a crazy road this year. It has been an honor to serve as your chair this year. Two more meetings are left and our last huge event. The marketing request has already been put into action. I actually requested to have your faces on it but I am not too sure if they are going to do that. Thanks for everything this year.

1. ADJOURNMENT

**Meeting adjourned at 12:26PM.**

**Minutes Reviewed by:**

**VP of External Affairs**

**Name: David Lopez**

**Minutes approved on:**

**5-29-15**

**Date:**

