

**Programming Council Committee Special Meeting Minutes of February 20, 2015**

1. CALL TO ORDER: Vice Chair **Luna** calls meeting to order at **10:15AM.**
2. ROLL CALL

Members Present Absent Members Guests

Stephanie Luna Michael Ryan Cesena Hamdi Ghanim

Daphne Thomas Nesreen Albanna Erik Pinlac

Anjila Yusufi Hendrix Erhahon

Miriam Jaimes Marc Cochran

Nagarjuna Bonam

David Lopez

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

**Motion: (Jaimes) to add DISCUSSION ITEM- Shuttle Service.**

**Motion carries.**

1. ACTION ITEM - Approval of the **February 6, 2015 Minutes**

**Motion: (Bonam) to approve the February 6, 2015 Minutes as edited.**

**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- **Approval of Commuter Day Budget**

Vice Chair **Luna** addresses the following:

* Chair **Cesena** gave Vice Chair **Luna** documentation on what they are going to be ordering for Commuter Day.
	+ Trunk Cargo boxes- organizer
	+ Car charger
	+ Car sun shade
* Interim Executive Director **Pinlac** questions what the budget is for Commuter Day.
* Vice Chair **Luna** states that she is requesting a budget of $15,000.
* Vice Chair **Luna** states included in the budget is:
	+ The giveaway items
	+ Two artists
* Quantity of giveaways
	+ 300 cargo boxers
	+ 300 USB chargers
	+ 300 sun shades
* Interim Executive Director **Pinlac** questions if the budget includes the breakfast.
* Vice Chair **Luna** states that it is not written on his provided documents but she would assume that the breakfast is included.
* Interim Executive Director **Pinlac** states that since this is such a high amount of money that he would table this item.
* Programming Coordinator **Cochran** states that Chair **Cesena** talked to him about how he should proceed with the breakfast. His first angle was to get the coffee truck and food, which would be very difficult in terms of technicalities with Aramark. Instead **Cochran** came up with the idea of providing food vouchers to Starbucks or Einstein’s which would be less work.

**Motion: (Yusufi) to table the approval of the Commuter Day Budget.**

**Motion carries.**

**10:27**

1. DISCUSSION ITEM – **Shuttle Service**

Vice Chair **Luna** yields the floor to VP of External Affairs **Lopez** to address the following:

* CSUEB’s women’s basketball team is close to going to the CICF playoffs, they just need to win the next two out of four games. Athletics Business Manager **Bailey** and Public Affairs Specialist **Davis** are suggesting that they get a charter bus and partnering up with Athletics to take students to the first CICF game in Stockton.
* Programming Coordinator **Cochran** states that they should find out the specifics about the buses before negotiating a deal.
* Interim Executive Director **Pinlac** questions if they were splitting the cost with Athletics since they were collaborating.
* VP of External Affairs **Lopez** states that when he talked to Athletics Business Manager **Bailey** he was informed that they were splitting the cost equally.

**13:54**

1. INFORMATION ITEM – **Fun & Feelin’ Free—Vice Chair**

Vice Chair **Luna** addresses the following:

* Changing the name of the event to Mind, Body, and Freedom.
* They will be a speaker at the event who talks about body image. She is disabled and has been going through a lot of discrimination because of it. Since she lives in Chicago her transportation cost will be included into the budget for $300.
* Vice Chair **Luna** questions Programming Coordinator **Cochran,** if the guest speaker will still need to provide auto insurance since she is will be flying in and will not be driving here.
* Programming Coordinator **Cochran** responds by asking how she will be getting to the campus.
* Vice Chair **Luna** states that they will be having someone else drive her here, and that they will be asking for the person who is driving her here for their auto insurance information.
* Programming Coordinator **Cochran** states yes, they have to have whoever is transporting her to the campus just in case somebody hits them or they hit somebody, it is a protection measure for the campus as well as for ASI. **Cochran** also states that when they do contracts they normally do all inclusive packages where they do not handle ground, air, or lodging. They pay

everything and then they negotiate the rest of it; they do not handle the tickets or book the hotels. They just build the financial packet that the guest would sign and then the guest or their management does the rest.

* Vice Chair **Luna** states that they are partnering up with Catholic Club and they are the ones who are actually bringing her here.
* Programming Coordinator **Cochran** clarifies that Catholic Club are the management of the event.
* Vice Chair **Luna** states yes they are the management of the event, and we are basically just paying her.
* Vice Chair **Luna** explains that her quote price includes; snacks from Safeway, Subway through Aramark and then the speaker.
* Interim Executive Director **Pinlac** questions what the grand total will be.
* Vice Chair **Luna** states the grand total will be $600.

**16:24**

1. DISCUSSION ITEM- **Cocoa & Cram-- Vice Chair**

Vice Chair **Luna** addresses the following:

* The quarter is almost over and they need to start preparing for the event so they need to have a working session for this event.
* Director Concord **Thomas** states that she would like to be included in the conversation for this event.
* VP Internal Affair **Erhahon** states that **Thomas** should be there at the working session.
* Director Concord **Thomas** agrees that she will attend the working session.
* Vice Chair **Luna** states that they will include Director Concord **Thomas** in the conversation and working session.
* VP External Affairs **Lopez** states that he is in contact with 17:11 and she has been in contact with SCAA and the Library to help put more stuff into this event and they are looking into additional services such as tutoring, as suggested last coco and cram, they will still be doing their smooth transitions study kit for transfer students as their main focus, the library will still be having their extended hours. Is waiting for himself and **Cesena** to meet with the library staff to discuss another way for them to promote. Still needs to talk to PAW and student health to see if they are interested in tabling again.
* Vice Chair **Luna** questions Students-At-Large **Yusufi** since she is an intern for PAW, how successful was the tabling at the library.
* Student-At-Large **Yusufi** states that based on the days she was there she feels that it was pretty good except for the first day because they were in the other room, but a lot of students stopped by the table and looked at everything. She states that she feels that the students were coming by as a stress reliever and talking about their problems. Students were happy that they were there to listen.

**19:02**

1. ROUNDTABLE REMARKS
* **Pinlac** states that on the behalf of **Leopold** and the social justice event that he wanted to host.
* **Pinlac** states that his concerns with the event are whether this committee or **Cochran’s** team would be able to handle that event because of all the other events that will be happening in spring, and also whether having Carnell West and another big speaker the week after is a good use of our funds because one person was mentioned by the other and they would be spending a total of $50,000 for 2 speakers in 2 weeks, so they are looking for some suggestions or some other ways to address social justice within its scope.
* **Lopez** states that dinner with the Senators is next Thursday (2/26/2015) at 6:00 pm and it is a chance to give you concerns to the 3 senators; Science, CB, and CLASS. Also there is a tailgate tonight at 6:45 pm and encourages everyone to attend since it is a programming event. Lunch with the Dean was yesterday (2/19/2015) and it was a successful event.
* Vice Chair **Luna** asks  **Lopez** what time dinner with the Senators will be held
* **Lopez** states that is Thursday February 26, 2015 at 6:00 pm in Old Union 311.
* **Cochran** asks **Lopez** how many more tailgates are left.
* **Lopez** states that there is 1 on March 6th
* **Cochran** states that at some of the events leading up to March 12th, he would like for them to advertise Breakfast for Dinner so that they will have a great use of the marketing moments to get people to come out in the numbers that we are expecting for the Breakfast for Dinner, so we are utilizing the funds given by Aramark to make sure they are giving the students enough to eat.
* **Lopez** clarifies that the date is March 12th and questions what the time of the event is.
* **Cochran** states that it is March 12th at 5:00 pm -7:30 pm in the multipurpose room.
* **Lopez** states that they are holding another event March 4th and it is lunch with the chairs.
* **Cochran** states that he will promote it at the comedy event on March 10th and that if there are any other events that they want him to promote to let him know and he will promote it. He also states that when they have a platform and an audience it is the perfect time to promote what is coming up next.
* **Yusufi** states the MSA club, Muslim Students Associate, is having a candle light vigil on Tuesday February 24th from 5:00 pm -6:00 pm it will be at Agora stage. This event is being held in remembrance for the 3 students who were shot in North Carolina near the University. They will also have speakers: VP Student Affairs Julie Wong, Marguerite Hinrichs, and they will be having counseling services come out and let students know they are here on campus and if they need to talk. They will also be having a sheik come and discuss the Muslim concept of the shooting and the sheik is a student who attends the university.
* Senator , College of Science **Ghanim** questions if the sheik is just someone who affiliated with other schools.
* **Yusufi** states that he is affiliated with other schools and is a teacher at Santa Clara, but she doesn’t know the specifics but can find out by emailing them.

**24:41**

1. ADJOURNMENT

Meeting adjourned at **10:40 am**

**Minutes Reviewed by:**

 **Chair Programming Council**

 **Name: Michael Ryan Cesena**

 **Minutes Approved on:**

 **2-27-15**

Date: