**ASI Board of Directors’ Meeting Minutes of October 21, 2015**

1. CALL TO ORDER: President Lopez calls meeting to order at **12:02 PM.**
2. ROLL CALL

Members Present Absent Members Guests

David M. Lopez Christina Sanchez Alex Penaflor

Stacey Acosta Michael Hedrick Isaac Viegas

Janeesha Jones D. McKinney Dominic Fuentes

Kevin Rojas Mathew Diefenbach

Luis J. Cardenas Rita Liberth

Tikerea Tate Marc Cochran

Supreet S. Narula Sydni Flemmer

Joana Chavez Michael Cesena

Pablo D. Garnica Lisa Sanchez

Samantha D. Quiambao Lil Brown-Parker

Ankush R. Sharma

Rebecca Ayala

Judith P. Veloria

Erik Pinlac

Tenaya Davis

Marguerite Hinrichs

Martin Castillo

Kendrick Ali

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

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

**Amendment I: (Jones) to amend the agenda to strike out under Unfinished Items Action Item, C- Policy on Training and Board Transition to table until next Board of Directors meeting.**

**Motion carries.**

**Discussion:**

* VP of Finance **Jones** said last week she went over the Board and training transition, also spoke to Executive Director **Pinlac** and realized that the document originally being edited wasn’t finished. He only went over summer responsibilities for the Executive Committee but did not go into responsibilities for the rest of the Board. In order to finish she needs more time to find these policies, procedures and responsibilities.

**Amendment II: (Cardenas) to strike out under unfinished item a funding for Board of Trustee meeting to table indefinitely.**

**Discussion:**

* Director of Legislative Affairs **Cardenas** said VP of Finance **Jones** and he were planning on going to the Board of Trustee meeting, but it is during class. He spoke to his professors and realized it was a bad idea to go to the meeting; he will be missing too much class so he is pulling out from that action item.

**Motion carries.**

**Amendment III: (Garnica) to amend the agenda to change Action Item D to Discussion Item.**

**Discussion:**

* VP of External Affairs **Cardenas** said he updated it and would like this to be a discussion so the Board can take a look at it.
* President **Lopez** said that they did discuss this in the last meeting.

**Motion carries.**

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

**Motion carries.**

1. ACTION ITEM – **Approval of the Minutes of October 7th , 2015**

**Motion: (Garnica) to approve the minutes of October 7th, 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.**
* **Alex Penaflor,** President of the Physics Society and he would like to request funding for some of his members for a conference they will be presenting at in Long Beach.
* President **Lopez** asked when the conference is.
* Director of Legislative Affairs **Garnica** said he would like a little background of the research being presented.
* VP of Finance J**ones** said that she has been in communication with **Alex Penaflor** for some time now and she suggested that he and his club present to the board. She has copies of the research they are doing and can email it to the Board.
* President **Lopez** said it is short notice they would need to have another meeting to approve the policy.
* Advisor **Davis** asked how much is he requesting.
* **Alex Penaflor** said $300.
* President **Lopez** is that just for registration fee.
* **Alex Penaflor** said it is for hotel and conference fee.
* President **Lopez** asked if that was for 3 days.
* **Alex Penaflor** said two days.
* Director of Legislative Affairs **Garnica** asked what would be the process check.
* President **Lopez** said they are updating their travel fund policy so right now they would only be able to cover their transportation and registration fee. For more money they would have to bring that up to Excom for approval since the event is next Thursday.
* Executive Director **Pinlac** asked if they are a recognized club.
* VP of Finance **Jones** said they are. Club funding only covers registration and they need travel as well as hotel. This is why she suggested they bring this to the Board.
* President **Lopez** said they will keep in contact with **Alex Penaflor** and he will send him an update by tonight.
* **Lisa Sanchez** said she is the President of the cheer team and she is asking for funding from the ASI Board in order to continue with the club. Each cheerleader pays 400 and this year they want to lower the costs with ASI’s help. The cheer team is present at many ASI events.
* VP of Finance **Jones** asked how much **Lisa Sanchez** is requesting.
* **Lisa Sanchez** said she does not have a specific amount and would accept whatever ASI gives.
* VP of Finance **Jones** said they need a budget of the proposed total so they can work on it from there.
* Director of Legislative Affairs **Garnica** asked how many cheerleaders there are and what they wanted ASI to pay for each cheerleader who has to pay $400.
* **Lisa Sanchez** said they have 15 cheerleaders and they would like the cost to be down to $200 a member.
* President **Lopez** asked for her to leave her information and he would get back to her.
* Executive Director **Pinlac** said previously the Board did support pep band and groups similar.
* Advisor **Davis** said cheer is a main representor of CSUEB pioneer spirit at all events. Athletics also helps them with funding. The cheer team represents the campus on and off.
* President **Lopez** said they are going to **Rita Liberti’s** Special Report on the agenda due to the time certain.

**13:22**

1. UNFINISHED ITEMS:
	1. ACTION ITEM – **Stipend Policy**

**Motion: (Garnica) to approve the stipend policy.**

**Discussion:**

* Director of Legislative Affairs **Garnica** said disbursement has a unit under article 3 and for section 1 under article 3 he asked if this means they cannot change it now or if this policy is in effect because also in section 7, 5 it says the amount of the stipend may be altered from resolutions of the annual budget. He asked where they are now in cohesion with this policy.
* President **Lopez** said this policy is already in place, they are combining the remuneration and stipend policy into one document.

In terms of section 1 article 3 determined annually, in their bylaws it states that the previous Board determines the budget for the next Board which is the reflection of this but different language. Section 5 says the amount of the stipend may be altered by resolution. If they wanted to change it then they could write a resolution, but that would be going against their bylaws that state their stipend will be decided by the previous Board.

* Director of Legislative Affairs **Garnica** said in order for someone to change the stipend they would have to do a resolution but that resolution would go into effect for the following year.
* President **Lopez** said that is correct.
* Executive Director **Pinlac** said they are not changing the policy just updating it.
* President **Lopez** said the last time this policy was touched was August 13th 2003.
* Director of Legislative Affairs **Garnica** said on section 5 C-D, it is not one period “commentating” it would be “commencing”.

**Motion carries.**

**21:10**

* 1. ACTION ITEM – **CSSA Voter Designation Form**

**Motion: (Jones) to approve the CSSA Voter Designation Form.**

**Amendment I: (Cardenas) to add “In addition the voting member shall report to the Board regarding any action items at CSSA.”**

**Amendment fails.**

**Discussion:**

* VP of Finance **Jones** asked who reports back to the Board of CSSA.
* President **Lopez** said it does not specify who reports and that they would talk about CSSA in their quarterly reports and in Legislative Affairs when they have their committee. This document is to say who would be the backup if the first representative could not go.

**Motion carries.**

**23:50**

* 1. ACTION ITEM – **Agenda Policy**

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

* VP of External Affairs **Cardenas** said he retyped the original document to have a soft copy and added under section 6 an updated format of the regular meetings to be a template of how the meeting agenda looks. He also took out section 10.

**26:14**

* 1. ACTION ITEM – **Volunteer Policy**

**Motion: (Garnica) to approve the Volunteer Policy.**

**Discussion:**

* VP of External Affairs **Cardenas** asked about the balance of the chair and the EVP. If the EVP can overrule the chair or they need a discussion.

**Amendment: (Garnica) to add in the language after EVP, “The Chair of each committee and EVP/ Chief of Staff with consultation of the chair or Board member has ability to remove a volunteer.”**

**Discussion:**

* Executive Director **Pinlac** said the original language was in there to remove a volunteer who was not acting in good terms on behalf of ASI.
* VP of Finance **Jones** said she understands why it says the chair of the Personnel Committee but shouldn’t they allow the entire Personnel Committee to speak on it assuming that the volunteer is friends with either or party it would be in the best interest if the entire committee speaks on behalf of getting rid of the volunteer.

**Motion carries.**

**Amendment II: (Cardenas) to amend the previous amendment to state, “The Chair of each committee with approval of the Personnel committee has ability to remove a volunteer at any time when their service is no longer deemed necessary.”**

**Motion carries.**

**Amendment III: to amend 4 and put a. Appointed by the committee chair with approval of the Personnel Committee.**

**Discussion:**

* Director of Legislative Affairs **Garnica** said he does not agree with Amendment III because it would slow down the process of getting the help they need from volunteers dedicating their time.
* VP of External Affairs **Cardenas** said he understands what Director of Legislative Affairs **Garnica** is saying but because they do not have an application form to fill out besides the volunteer form it can be faster to be approved by the Personnel Committee.
* Executive Director **Pinlac** said he agrees with Director of Legislative Affairs **Garnica** because a volunteer may want to help on a day or just a few days out of the quarter, he agrees with having Personnel not appoint the volunteers but be able to approve them because if the volunteers do not represent ASI in a right way the Personnel Committee can take them off of volunteers.
* VP of External Affairs **Cardenas** asked Director of Legislative Affairs **Garnica** if he would like to see the language stay the same saying appointed by the committee chair and not having the volunteers go through Personnel unless they are getting kicked out.
* Director of Legislative Affairs **Garnica** said he is fine with that, if any Board member is looking for help they should be able to reach out, but it should not consist with just committee chairs.

**Motion: (Jones) to approve the amended volunteer policy.**

**Motion carries.**

**39:24**

* 1. ACTION ITEM – **Resolution on Open Course Evaluation**

**Motion: (Garnica) to approve the resolution on Open Course Evaluation.**

**Discussion:**

* President **Lopez** said in CSSA this resolution in being presented to the Board’s next plenary meeting November 13th-15th at CSU Dominguez Hills. He and the President of San Luis Obispo are combining a resolution to reflect the CSSA as a whole for a CSSA backup document to East Bay. Sacramento, Fullerton and San Jose have reached out to him to make their own copies of the document. Next month they will approve this at CSSA. One difference from the CSUEB resolution to the CSSA resolution is about open course evaluation and syllabus, meaning that professors should post syllabus prior to school beginning so the students can know what to expect from that class.
* VP of Finance **Jones** asked if they should wait for CSSA’s resolution to pass before doing their resolution so it matches.
* President **Lopez** said no they can pass this one and he can create a separate resolution specifically about the syllabus.

**Motion carries.**

**41:32**

1. NEW BUSINESS ITEMS:
	1. DISCUSSION ITEM – **Mission Statement**
* President **Lopez** said this was not sent out to anyone because he was updating it. He had to type it too. This Mission statement is a reflection of what they talked about at the retreat. It states, “Associated Students, Inc. provides responsible and effective leadership for a diverse student population and makes sound decisions for the betterment of California State University, East Bay students. The governing body acts as the official student voice, in which we voice all student concerns to the Community, Faculty, Staff and Administration. Associated Students, Inc. makes fund and resources available for events that

broaden educational, social, political, and cultural awareness on campus while enhancing the experiences of students at California State University, East Bay. Associated Students, Inc. of California State University, East Bay advocates the welfare, increases the interest and heightens the spirit of the student population by responding to student needs, speaking about social justice & equity issues and offering opportunities that develop leadership skills through out-of-classroom activities. Associated Students, Inc. actively works to insure students participate in the consideration of all university programs and budget related issues. Student representation on the Academic Senate and all university boards and University-Wide committees provides the input needed to assist in formulating decisions that are in the best interest of the student population.

Associated Students, Inc. will actively work on making California State University, East Bay a livelier campus. In doing so, the Associated Students, Inc. will create events that are more lively and enjoyable. The governing body will promote awareness about health, wellness, and sustainable efforts. Lastly, the Associated Students, Inc. will work on making all university and ASI resources more visible to the student population.”

* The members tweaked the document language.
* President **Lopez** said he will send the document out tonight and it will be an action item next Wednesday. If the members have any revisions they should send them to him by Monday so he can make them.

**45:53**

* 1. DISCUSSION ITEM – **Student Bill of Rights (VP of Internal)**

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

* VP of Internal Affairs **Rojas** said he read it and did not see anything he needed to edit besides adding in a few language tweaks.
* President **Lopez** said they will receive these documents typed to their emails. This Student Bill of Rights was adopted April 20th, 1989.

**47:54**

* 1. DISCUSSION ITEM– **Travel Fund Policy**
* President **Lopez** said he expects a lot of members to speak up on this because there was a lot of discussion at Excom.
* VP of Finance **Jones** said there was a Student-At-Large requesting funding from ASI, so she suggests they go with the changes they made with limitations. Instead of allowing the amount to not exceed $3,000 they should move it to $5,000. They should consider splitting up the allocation per quarter instead of splitting up the entire year.
* VP of External Affairs **Cardenas** said they should change the language of “extraordinary opportunity” to better define what they are looking for. They should look at where it says “call for papers” because not every conference organizer requires that. They should also have the students that received funds do a presentation of what it as they learned or did.
* VP of Finance **Jones** said it does state in the Club Funding policy that clubs that do get funded for conference registration do have to come back and present their findings to the Board. This is very necessary in the policy because it is important to see what does get brought back to the campus from the trip. This could be utilized in the town halls so that all students can hear and not just the Board.
* Director of Legislative Affairs **Garnica** asked how the $5,000 budget is broken down.
* VP of Finance **Jones** said they have $3,000 set aside in their budget for this and they also have an allocated amount from their surplus.
* Director of Legislative Affairs **Garnica** restated what VP of Finance **Jones** said and said he does not like the $5,000 if they do not have it allocated in their budget because in the future a student can ask why they could not get funds from the $5,000 budget if it says they can since the extra $2,000 came from the surplus and they may not have a surplus the following year.
* Executive Director **Pinlac** said they can allocate different portions of the budget as needed and there is an increase in students on campus so the funding is increased as well. The reason the budget would get increased is because of the increase in students on the campus and the increase in opportunity for students.
* VP of Finance **Jones** asked if this will go into effect immediately or next year.
* President **Lopez** said immediately.
* VP of External Affairs **Cardenas** said to clear up any confusion for the Board they are looking to increase the funding from the $3,000 to allow more opportunity for the students. He asked if the Board can give some input of what they think.
* Executive Director **Pinlac** said he wants to get ideas of what the Board as a whole wants. Right now it is only for special circumstances, but they want to expand it to the average student who do not have the funds to do so because conferences are expensive.
* VP of External Affairs **Cardenas** said they should increase it and open it up to students who may not necessarily be presenting at the conference but who want to attend the conferences.

**57:03**

1. SPECIAL REPORTS:

 A. **Rita Liberti, CSSJ Event 9 Time Certain 12:15-12:30)**

* **Rita Liberti** said they are requesting $1,500 from ASI for which would be the centers biggest event to date. This event will be talking about social injustice with famous Olympian speaker **John Carlos**. All the information is listed in the proposal she handed out. This is a major event for their Kinesiology department with enormous campus support from different units on campus. They are about $2,000 short of money. They have a list of sponsors and she would like ASI to be on that list. She feels so honored that these guests will come and speak to the students. Students will benefit from this because they have an option in their Kinesiology major for social justice so this relates directly to them. It would be a nice presentation that ASI publicly supports this event and help out with funding.
* Executive VP **Acosta** asked what some of the unforeseen issues that came about regarding funding.
* **Rita Liberti** said the cost of **John Carlos** was higher than anticipated and some other technical costs may be higher than expected.
* Executive Director **Pinlac** asked what the timeline was for the event because they have to go through different budgets.
* **Rita Liberti** said their initial public announcement of the event is November 9th and they want to get ASI’s name on the sponsor list. They do not need the money till the first of the year.
* President **Lopez** said this item will be back on their Board meeting agenda as a Discussion Item and then on November 18th it will be an action item for approval of the budget.

**17:37**

1. ROUND TABLE REMARKS

**Garnica:** The Board is doing great for the referendum. He went to the ITAG meeting and they are finishing up the CSUEB app. They are thinking of ideas to add to the app. Such as to say how long the Starbucks line is, an on campus map to find classes, where the shuttle is, or set up an appointment for academic advising. He was asked what students want and from his own perspective he thought the Starbucks line and the shuttle. He wanted to share this information with the Board so they can be informed of what they are doing in terms of the CSUEB app.

**Castillo:** Aramark is working on software that allows you to order before you get in line which will allow you to go straight and pick up your food instead of waiting in line.

**Samantha:** Next week she has her first wellness event and she will set up a doodle for tabling to help her. She is very passionate about this domestic violence awareness month so she asks for the board to help if they can. The volleyball tailgate is November 6th and not the 9th. She said she wants the Board to involve their time in the events they put on more to show a sense of unity.

**Pinlac:** He is part of the CSUEB job panel and the first one is today in the studio from 2-4:30PM. He would like to see Board support there.

**Rojas:** TheBoard should make sure to get signatures and table.

**Cardenas:** If anyone feels lost during the meetings they should feel free to talk to the VP’s. They are more than happy to help with understanding and get to know what other members think about these policies. It is good to have off line talks about these policies. He is available if they need him.

**Lopez:** It’s On Us taping is this Friday and next Friday. The No More campaign starts next Monday. He thanked those who are helping with the referendum and who tabled today. They have Personnel Meeting this Friday and Monday. He asked if the members can all stay in the room after adjournment.

**Brown-Parker:** The Board should be aware of the informational posters and postings put up in the office regarding other campus wide events not put on by ASI.

1. ADJOURNMENT

Meeting Adjourned at **1:05 PM.**

Minutes Reviewed by:

**ASI President**

David Lopez

Minutes Approved on:

**10-28-15**

Date: