**Executive Committee Meeting of October 14, 2015**

1. CALL TO ORDER: President **Lopez** calls meeting to order at **12:30 PM**
2. ROLL CALL

Members Present Absent Member Guests

David Lopez Julie Wong

Stacey Acosta

Janeesha Jones

Kevin Rojas

Luis Cardenas

Martin Castillo

Erik Pinlac

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

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

**Motion carries.**

1. ACTION ITEM – **Approval of the Minutes of September 28th, 2015**

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

**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. UNFINISHED BUSINESS ITEMS:
	1. DISCUSSION ITEM– **Referendums (VP of Internal)**
* VP of Internal Affairs **Rojas** said President **Lopez** and himself will be meeting up later that afternoon to discuss marketing flyers, and brainstorming ideas. Each board member is required to obtain 45 signatures by October 30th. They are planning to do their actual referendum on December 1st and 2nd. So they have the month of November to plan.
* President **Lopez** said to clarify; the special election is December 1st and 2nd. Referendum is the signature portion and they have 60 days to establish a special election.
* Executive Director **Pinlac** said they discussed this yesterday. He wants to give the Board at least 2 weeks to get these signatures because if you break it down 2 weeks is about 5 signatures per day. After next Friday whoever has the most will get a prize which they are thinking could be an ASI lunch box. After the 2nd week whoever has the most might get a backpack.
* VP of Executive Affairs **Cardenas** asked VP of Internal Affairs **Rojas** if they are asking students to sign then shouldn’t they have the bylaws, so that they know what they are signing for.
* VP of Internal Affairs **Rojas** said when they table they will have upated bylaws and be able to show them physically.
* VP of External Affairs **Cardenas** said if they are expected to get the 45 signatures on their own shouldn’t they have the bylaws attached to the sheet. So that the students can reference what they are signing for.
* VP of Internal Affairs **Rojas** said they are going to table.
* VP of External Affairs **Cardenas** said so if he were not to be tabling is his question and he was to be talking to some classmates and they are interested in the referendum shouldn’t they have access to the bylaws.
* President **Lopez** said you already have the bylaws that were approved; they were in the email from the previous board. Nothing changed from the edits he sent it passed unanimously. So they do have a copy. **Rojas** and himself are going to discuss what they are going to have at the table and hours a week and will be grouped together. **Rojas** will send out a doodle for next week and the following week. Specific times will be 11-2 whoever is available that is when they are going to be tabling and everyone is assigned 45 signatures a person and that will bring them over 500. **Rojas** volunteered to check to make sure there are no double signatures. They will receive everything once they are tabling. They do not want them out there by themselves, come special elections they will have their holding booth with 6 iPads and is way different than regular election. With the iPad they can ask them directly to vote since it is not affecting them, it is affecting the bylaws. They can even walk up on a student with their phone and ask them to vote. It doesn’t matter how many people vote as long as majority vote wins.
* VP of Internal Affairs **Rojas** said whoever has a committee can also reach out to them. Ask them if they have an hour in the week to table.
* President **Lopez** asked if there were any other questions or discussions.
* Executive Director **Pinlac** said they are looking to explore on adding another factor like asking a question what type of other services do they want ASI to do, what they want ASI to invest more time on, front desk/ games/tickets/special events. To entice students to want to vote for this, they want to see some kind of resort out of this. It will also help when budgeting, they want to invest more into services and put more money going that way. They got the idea from Chico and Long Beach but they do it a little different, they give the students 5 dollars and they choose to put money in whatever program so they can put one dollar here one dollar there. This will get students to want to vote because for referendums they don’t need a specific amount of votes but it is not good if a referendum passes because only 100 voted. It is not a reflection of the student voice, it is not going to change if they implement it or not, they are just not representing the students.
* President **Lopez** said on the screen there will have a sheet review from the 2013 student election valet. This is something they are going to look at for how they are going to present it in the special election. Last year the question that was asked was “Shall the associate students incorporate amend article 4 under article 9 of the articles of incorporation as set forth below.” Another initiative was, “Shall article 1 or the articles of incorporation of Associated Students Incorporated be edited to reflect its current legal name.” Another initiative was to allow the ASI Board to mandate changes to the articles of incorporation; a yes vote amends article 11 and a no vote retains the current articles. For article 4 of the bylaws a yes vote amends the ASI bylaws with all proposed changes outlined below a no vote retains the current ASI bylaws. They are going to decide how they want to implement the ballot to see if they want the bylaws to be approved as a whole or approve the senate, then their term or up to the Board until Internal Affairs have their committee to decide on this. They will do the bylaws as a whole but if it doesn’t pass then they will be behind. It is up the Board to decide how they want this to be presented to the students. They will ask a survey question saying, “To what degree do they support a smoke free campus, and do they support a CSSA fee.”
* VP of External Affairs **Cardenas** asked if they will be giving t-shirts for the students that will be signing the referendum.
* President **Lopez** said there was no budget or discussion for this and they do not have an Elections Committee to oversee it.
* VP of External Affairs **Cardenas** said he thinks it is a good idea to select specific items they are for. If the bylaws do not get passed then they have to start from scratch and that wouldn’t be good.
* President **Lopez** said it is doable and that later on in the agenda they will bring this up. They have a whole month to plan out their special elections. They have four Board meetings before the quarter ends.

**11:46**

1. NEW BUSINESS ITEMS:
	1. DISCUSSION ITEM – **Travel Fund Policy**
* President **Lopez** said a few edits that he made under Limitations and Use of Funds was, “Student Travel funds shall be awarded for transportation costs to and from the event, room and board/registration/ conference fees.” He crossed out, “The funds do not cover room and board,” and added room and Board should not exceed $180 per night. The reason for this is because they had a student request for $290 and ASI could only fund him $20 for registration. The rest he needed was room and board. He doesn’t know what happened to that student because their policy said they can’t fund room and board. This is the reason for the change and the only change that he has.
* Executive Director **Pinlac** said for room and board not succeeding he would suggest $195 to be uniform with the campus. Anything above that they would need special approval and they won’t do that. In “purpose extraordinary opportunity” they should define that because some people might be requesting funding, either define it or cross it out because if they leave it to the Board to interpret that can be inconsistent throughout the Board in years to come.
* Executive VP **Acosta** asked if this is the policy for any student from East Bay requesting any funds including registration and travel.
* President **Lopez** said this is for the conferences and conventions that they go to. This covers their flight, room and board and registration.
* Executive Director **Pinlac** said the first one is $1,000 but not to exceed $3,000 annually. He wants to explore the option of increasing that in their budget from $5,000 to $10,000 in the future.
* VP of Finance **Jones** said it needs to be discussed.
* President **Lopez** said this is the time to discuss it and it will be an action item next week.
* VP of Finance **Jones** said she doesn’t want to make mass changes like that if they do not know how many students will come forward and request travel funds.

So far only two have, one for a bus and one for the $290 conference and seeing that they need to look at a lot of things in the budget like CSSA and other expenses at the end of the year she doesn’t want to increase limits and not know what is going to happen beforehand because they have no idea what to expect in the future. She would be okay with $5,000 but she would not be okay with approving $10,000 and not knowing what to expect for the year.

* Executive VP **Acosta** said she agrees that they should increase the budget to $5,000. She thinks increasing it to $10,000 is good for the future.
* VP of External Affairs **Cardenas** said he would like to have an offline conversation talking to the Board to make sure they are ready to vote on this for next meeting.
* President **Lopez** said his question is to Executive Director **Pinlac** asking if they would increase the, per quarter if they increase the exceeding annually as well.
* Executive Director **Pinlac** said they would increase the overall amount to increase the opportunities for students. With the increase in headcount they are experiencing from this year and last year quarterly, he would suggest $5,000 for now and increasing it after because it will offer more opportunities to the increase of students on campus. As they define extraordinary opportunities they are going to define that which will either limit or open it up to other students.
* Executive VP **Acosta** said for the extraordinary opportunity area when defining it put in receiving award or presenting; situations where the University is seen in a better light. She wants them to take every scenario into consideration when choosing to define or cross out the extraordinary opportunity aspect.
* VP of External Affairs **Cardenas** said he wanted to read the purpose so that everyone is on the same page. “Each year, the Associated Students, Incorporated sets a portion of its budget in the Student Travel Fund for an extraordinary opportunity.” He asked Executive VP **Acosta** if she is proposing language.
* President **Lopez** said he will speak on her behalf. She is proposing it again to remove extraordinary opportunities and have a set portion of the budget to student travel fund. The other option on the table is to define what extraordinary opportunity is so they can decide what the purpose of this fund will establish.
* Executive Director **Pinlac** said he can share what the previous recipients have gone to. There have been a couple who have gone with faculty so ASI would pay half and the department would pay the other half. They funded someone who got invited to the 2012 inauguration for the President.
* They funded when a student won the campus movie fest where they got to go to Hollywood and meet people from the industry they want to go into. He wants to move ASI towards having documents governing their decisions for these types of things because if they leave it up to the Board then it’ll change often year to year. A Board can decide to just give funds to someone because they are friends.
* President **Lopez** said he will put room not to exceed $195 instead of room and board.
* VP of External Affairs **Cardenas** asked if Executive VP **Acosta** wanted to define extraordinary opportunity and if she needed help with that he would like to help.
* President **Lopez** said once he gets feedback from everyone he will edit it and send it out for the Board to have a copy of. They can decide to add an action item to edit it as a Board or he can have it edited and prepared by next week.
* Executive Director **Pinlac** said they can treat it as a work session because it is a discussion. This is not approved yet so they can do that now.
* Associate VP of Student Affairs **Castillo** asked what the purpose was in defining this word.
* President **Lopez** said this will limit the fund.
* Associate VP of Student Affairs **Castillo** said unless they have a definitive list there is always going to be something that they will want to add or change. They will be determining whether they fund it or not.
* VP of External Affairs **Cardenas** said they are trying to avoid future Boards to play a favoritism game to fund a friend. What is being proposed on the table is to define extraordinary opportunity and have a document of what they can and cannot fund to be stable throughout the years.
* Associate VP of Student Affairs **Castillo** said this is a good idea but they are not necessarily defining extraordinary. They are saying these are the things that ASI believes they should fund as a part of travel.
* VP of External Affairs **Cardenas** said maybe they can add after purpose a section that defines what the student travel funds will be used for with specifics to be more precise. They can cross out extraordinary opportunity.
* President **Lopez** asked if they want to go into recess for 10 minutes.
* **Julie Wong** said she thinks it is great that they are looking into this because student finances are hard. She would take out the word extraordinary because it is very subjective of what is extraordinary.
* When reading this it says a call for papers which assumes they would be presenting at the conference, so that is a good tool but there can be some conferences like the Global Clinton Initiative where they are chosen to go but they won’t be presenting. Also what is the added value to the University, will they be required to do a presentation. She would keep it focused around educational and professional development because what if they say they want to go to Belize or somewhere for travelling. It should be linked to some larger organization. She asked how much is set aside for this.
* Executive Director **Pinlac** said per request it was set to $1,000 and in the budget it is only $3,000 so he made a suggestion that they increase the budget.

**Motion: (Cardenas) to go into Recess for 10 minutes.**

**Motion carries.**

**Entered Recess at 1:08PM.**

**27:31**

**Returned from Recess 10 minutes later.**

* VP of External Affairs **Cardenas** asked if this item will be an item on the next Board meeting.
* President **Lopez** said correct they are discussing it next.
* VP of External Affairs **Cardenas** suggested they discuss this as a whole Board.

**28:17**

* 1. DISCUSSION ITEM – **Agenda Items for the October 21st Board Meeting**

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

* VP of External Affairs **Cardenas** said he wanted to add a Discussion Item to Unfinished Items G Travel Fund Policy so that the whole Board can participate.
* President **Lopez** said this is the proposed agenda of what the meeting will look like. Under unfinished items they have 7-8 action items that were discussion items 2 weeks ago. They will be talking about the stipend policy, CSSA voter designation form, policy on training and Board transition, agenda policy, volunteer policy, resolution on open course evaluation, and action item board of trustees.
* Going into New Business Items will be discussion item mission statement and student bill of rights. Under special reports with a time certain for February collaboration.
* President **Lopez** asked if they can have the edits done to the policies by Thursday night so he can send it out to the Board with the edits. Student bill of rights was assigned to VP of Internal Affairs **Rojas** to look at it and make sure it is up to date. The mission statement was to update what they talked about during retreat. For the special reports he read a letter of what it was about, “To ASI Board members, As Director of the Center for Sport and Social Justice on campus I am writing to you to invite ASI to join a number of other campus units/ departments in co-sponsoring a CSSJ event in the University Theater on Wednesday evening February 10th 2016. Please note that in addition to the major evening program in the theater there will be 3 guest speakers, **Dave Zirin, Wyomia Tyus,** and **John Carlos** have agreed to speak with CSUEB undergraduates in two separate classes joined the day on February 10th. **Zirin** will speak to the print media workshop class and communication and **Tyus** and **Carlos** will speak to a sport history course in Kinesiology with the live feed to a freshman cluster class in an overflowed room on campus. We anticipate that roughly 200 students will have the opportunity to engage with the 3 guests during these sessions. The CSSJ respectfully requests $1,500 from ASI to host this program in February. The Program: On February 10th 2016 the CSSJ at CSUEB will host Olympians **John Carlos** and **Wyomia Tyus** whose actions both on and off the track leading up to and at the 1968 Mexico City games stirred the nation and the world. **Dave Zirin** an award winning sports journalist for the nation will moderate the discussion with **Carlos** and **Tyus**. **John Carlos** and **Tommy Smith** selfless act against racial injustice atop the medal stand of 1968 is one of the more iconic images surrounding racial politics of that period.” Then it goes more into the program. If the Board doesn’t know who these people are, they are the two Olympians who made a stand when they were given their medals to put their hands up in a fist. They have statues at San Jose State. They are only requesting $1,500. They approached **Mark** to begin with and he told **Mark** if they can come to the Board and present then the following week it will be an action item.
* Executive Director **Pinlac** said they should change the title of February Collaboration because it doesn’t say what the event is. Maybe they can say CSSJ event the Olympics and politics of racial resistance.
* President **Lopez** said going back to the agenda, what other changes would they like to be seen or added. They already changed G to a Discussion Item.
* Executive Director **Pinlac** asked if they can move it to a New Business Item.
* VP of External Affairs **Cardenas** said the policy that he reviewed is outdated but it still has the proper agenda format. It has examples of what an agenda would look like with the previous Board, but it is only an example sheet. If it is read it will make perfect sense, of course it will have some old Board titles but it shows a great way of how to set up the agenda.
* President **Lopez** said he would like it typed up because there are words that people don’t know and that they are removing. Also they want to implement the letter head they established last year.
* Executive Director **Pinlac** asked if Unfinished Business Item A is a Board of Trustees meeting visit.
* President **Lopez** said it is what they are discussing next.
* Associate VP of Student Affairs **Castillo** asked if they decided when the next retreat date will be so members can put it in their calendars ahead of time.
* President **Lopez** said they looked at three potential weekends and they are waiting to solidify a date. He also said their next Excom meeting is next Monday after A2E2. They will get an agenda tomorrow plus a Board agenda.

**35:45**

* 1. DISCUSSION ITEM – **Board of Trustees (VP of External)**

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

* VP of External Affairs **Cardenas** said there is going to be a Board of Trustees meeting December 17-18th. This meeting will be very interesting; there will be some items on the agenda where a lot of students may want to go. They discussed this last CSSA meeting where President **Morishita** discussed the task force that he was leading for the financial sustainable model. There was a lot of great feedback towards the President and he is working very hard to make sure the student’s voices are being heard. Another thing being discussed is the staff wanting a 5% increase instead of a 2% proposed to them. This meeting will be full of faculty and students to see what happens for this issue. He is proposing to have both himself and VP of Finance **Jones** to stay there for the Board of Trustees meetings. He plans to say a few words and points that he thinks is important to the student population regarding the strike that potentially happened and the financial sustainable model that was proposed by the task force. CSSA is going to be funding a lot of the students who want to go but they are not funding for everything. They are funding their gas/travel and hotel.
* There is going to be a CSSA meeting that week before at Dominguez Hills which is very covenant for them all if they wanted to stay and go to the Board of Trustees meeting because the meeting will be in Long Beach. The only thing needed to be discussed at the next Board meeting is to fund VP of Finance **Jones** flight and ticket to be in attendance at the next Board of Trustee meeting.
* President **Lopez** asked if they will be funding rental, room and board for those days after the CSSA meeting and his flight back along with VP of Finance **Jones.**
* VP of External Affairs **Cardenas** said he would not need another flight but just to extend his flight ticket. He will get the numbers for the next Board meeting.
* Associate VP of Student Affairs **Castillo** said the flight tickets tend to be cheaper on Tuesday and Wednesdays.
* President **Lopez** said they budget a certain amount and they want to make sure they are not utilizing the second half.
* VP of External Affairs **Cardenas** said in terms of room and Board for him ASI is going to be funding his CSSA trip to Dominguez Hills and afterwards CSSA is going to have a room and board at Long Beach. He presumes that the rental car will be provided and talking with Director of Legislative Affairs **Garnica** and his connections as Special Officer Lobby Corp. They are in discussion to see if he gets that part.
* Executive Director **Pinlac** recommends that when VP of External Affairs **Cardenas** presents this to the Board that he does have a budget.
* President **Lopez** said another question that he will get is what is the outcome and purpose of having an East Bay representative there. He said with the Board there will be a lot of questions and concerns when it comes down to money. They need a 50% plus 1 to pass it and there are 14 of them. His next question for VP of External Affairs **Cardenas** is if he will be presenting to the Board once the trustee meeting is over.
* VP of Finance **Jones** said there will be a plan to discuss the voices of the other representatives who spoke to the Board of Trustees as well as the outcome to the Board.
* Executive Director **Pinlac** said for VP of External Affairs **Cardenas** to not present anything to that Board meeting on Wednesday and also to get an exemption from Personnel because he will be missing a meeting. In the code of conduct if they miss two meetings it is not good. He said to add in the next Personnel meeting to get him and VP of Finance **Jones** exempt.
* President **Lopez** said VP of External Affairs **Cardenas** should give a background of what is going on and why they are going for this issue. He knows they got very brief points from their luncheon with President **Morishita.** This will be a discussion item and not an action item at the Board of Trustees meeting; the action item will take place in January. He asked what they want to call this title on the agenda.
* Executive Director **Pinlac** said the title should be Funding for Board of Trustee.

**44:17**

1. ROUND TABLE REMARKS

**Jones:** Funding requests come in all the time. She just received a reply from Clarissa Suton music major on campus that wants ASI’s help in funds to bring a Canadian Brass Band here on campus in January. **Jones** said she will be meeting with the student and letting her know that she needs to draft up a budget and proposal so it can be presented to the Board.

**Acosta:** The Board needs to have their interviews for their committees and give their recommendations in so they can get all the committees seated and started. For those who have not met with her please do so, that way she can go over their tasks with them and explain what will be required from them in their

Quarterly reports.
**Lopez:** It’s On Us taping is still going on, the Board should remember to go on Fridays between 9-6pm in AE 176. Tomorrow will be the last day of Reach for the Stars joining ASI; Board members should go because they have had very low attendance from Board members. They are required to table an hour a week. Preview day is Saturday. Take back the night was Monday. A two hour event that was interesting to hear from the survivors in an open environment. He thanked those who went to that event.

1. ADJOURNMENT

Meeting Adjourned at **1:28PM.**

Minutes Reviewed by:

**ASI President**

David Lopez

Minutes Approved on:

Date: