**External Affairs Committee Meeting Minutes of October 27, 2015**

I. CALL TO ORDER: Chair **Cardenas** calls meeting to order.

II. ROLL CALL

Members Present Absent Members Guests

Luis Cardenas Judith Veloria David M Lopez

Stacey Acosta Stan Hebert Pablo Garnica

Christina Sanchez Samantha Quiambao

Tikerea Tate

Supreet Narula

Joana Chavez

Stephany Cardenas

Alyssa Palm

Erik Pinlac

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

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

**Motion carries.**

**Amendment (Tate) makes an amendment to strike out under Discussion Item E “Town Hall” and Replace with “Question and Answer”. The way that funding is set up she doesn’t want it to get confused with a Town Hall for all the senators, they made it into a Q & A which will be an event that Senator of CEAS Chavez and herself will be having.**

**Motion carries.**

IV. ACTION ITEM – **Approval of the Minutes of May 29th, 2015.**

**Motion: (Tate) to approve the May 29th, 2015 minutes.**

**Amendment (Acosta) under discussion item Interim Executive Director Pinlac to strike out Interim under Discussion Item Dinner with the Senators’ layouts**

**Motion carries.**

V. 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.**

VI. UNFINISHED ITEMS:

No unfinished items.

NEW BUSINESS ITEMS:

* 1. ACTION ITEM –**Appointment of Vice Chair**
* Chair **Cardenas** states that he will be taking nominations for Vice Chair position. This Vice Chair position is going to be a supplementary help for the chair throughout the year with some responsibilities extra than every other committee member.
* **Motion: (Cardenas) to approve Alyssa Palma as Vice Chair.**

**Motion carries.**

**7:40**

* 1. DISCUSSION ITEM – **Resolution Priorities**
* Chair **Cardenas** requested more information from our senators and our students-at-large as to see in what direction they would like to see this committee going. Chair **Cardenas** says he sees this committee working a lot in collaborations, town halls and primarily on creating resolutions and the resolution is a statement that we are going to be taking as a committee and if it is adopted through the board a stance that ASI is going to be taken on the university. So, if there is any certain issues that you would like to write a resolution on at this time Chair **Cardenas** would like to get some ideas thrown out by the senators or students-at-large.
* Senator of Science **Sanchez** says that something she has seen within her college of Science is that the website is super hard to navigate and function. So, maybe if everyone else has problems with it too then we can move forward trying to get communication to others so students who will attend this college or already are attending this college have easy access.
* Chair **Cardenas** asked Senator of Science **Sanchez** if she was talking about the university website she said yes and the college websites. Sanchez says she doesn’t know if they come up with the same thing but that it’s a terrible problem.
* Senator of CEAS **Chavez** said just to touch base on what Senator of Science **Sanchez** said but that the president changed the layouts **Chavez** isn’t sure if it’s for all but that her coworker is a health science major and they changed the whole layout of it and that they went on the website and looked at it and **Chavez** said it is completely different to navigate like it’s pretty much the catalog it categorizes everything but it doesn’t categorizes everything by your department or what you need for your major. So, maybe if the president has the final call his picture being the biggest one in there maybe it can be a run through or survey if the students like the changes and updates because of what Senator of CEAS **Chavez** has been hearing a lot of them, students like the old version more than the new one.
* Senator of Science **Sanchez** says that something else they should at least touch base on at least in her college since the school is very diverse and they have a lot of different departments is that she really wants students to take advantage of student advisors because they are paid professionals and they are here to help us. Senator of Science **Sanchez** says that if it isn’t easy then that students won’t do it and students don’t really know where to go. So, she would really like to communicate that student’s use there student advisors.
* Chair **Cardenas** asked Senator of Science **Sanchez** if she meant creating student advisors.
* Senator of Science **Sanchez** said not creating but just making it more accessible.
* Chair **Cardenas** says that over the summer he was working on some resolutions. Definitely a resolution they will be looking into is a resolution into sexual assault. Chair **Cardenas** has already drafted the resolution and he is going to be bringing it in into the next committee meeting so that as a committee they can look at it, comment on it and make any amendments to it so that they can then present it to the board. The sexual assault resolution is an awareness resolution so that they can bring much more awareness and a more proactive university so this is something Chair **Cardenas** will be presenting to the committee at the next committee meeting. There is also a few other ones last year President **Lopez** as VP of External Affairs he also campaigned on promoting awareness for anti-bullying. Chair **Cardenas** asked President **Lopez** if he can elaborate on the campaign about anti bullying.
* President **Lopez** says the Hey Be Nice campaignwas an event put on in April it was brought to them by one of their marketing assistances and the original campaign was a lot more intense then how they did it. How originally this campaign worked was this company goes to them and they choose a community member who has helped the students a lot and then they would recommend that person. But then ASI changed it into more of an anti-bullying approach and that’s how they got the Hey Its On Us campaign. In terms in how it came to school they were supposed to go to this off campus sight in Ventura, California who actually created these hey be nice shirts but they took it upon themselves to make their own design which are the baseball tees that everyone’s been wearing with the red sleeves and the white shirt that says Hey be nice. It’s just for them to raise awareness on anti-bullying and they had the students sign the pledge and received about 517 pledges those four days. One thing that he learned from the previous campaign It’s On Us was to dedicate a certain amount of shirts per day and not just take out a box and just grab literally like that because for the Its On Us they were supposed to do it for four days but they only ended up doing it for two days because they ran out of shirts. So for Hey Be Nice they divided the shirts for Monday, Tuesday, Wednesday and Thursday but other than that the outcome was to use those pledges as a backup source for when they write the resolution.
* Executive Director **Pinlac** says this is just a general thing for resolutions over all, they need to have some sort of statistics or if they are going to say that students vote this way then they are going to need surveys to back that data up because this came up on one of their meetings were they drafted a resolution on something and the committee asked where are the statistics and what sources are they citing. Resolutions will be going to administration, faculty, if they want to have a resolution on something then they need hard facts to back it up.
* Chair **Cardenas** said Executive Director **Pinlac** brought up an excellent point that they should be looking into considering this is going to be an ongoing conversation that they will be having. So for the next committee meeting feel free to bring proposals and ideas for any resolutions that they would like to discuss in addition to the sexual assault resolution that he will be providing with. As a committee once they decide what resolutions they will be working on a quarter basis, they will be working together to find data to pull up information and will be working as a committee together, so they are going to be delegating work to all committee members so that they can collaborate and all present it to the board. There is another resolution that he has been working on, last year the VP of Finance Jordan Leopold proposed a resolution and it was targeting the minority, African Americans trying to create awareness and create a program that revolved getting retention rates higher since African Americans are the ethnic group at Cal State East Bay with the lowest retention rates and graduation rates across the board. He was bringing a very important issue; he thinks the board voted against it because it had lack of information and not a lot of data backing it up. Chair **Cardenas** says he will be bringing it to the table to discuss to see whether or not that committee would like to make it into a resolution.
	1. DISCUSSION ITEM – **Sponsoring of Recreation Activity (A. Palma)**
* Student-At-Large **Palm** said looking on campus that there are a lot of people who stay on campus and others who do not, she thinks that if they sponsor some type of recreation activity so that students will have something to do in between classes. She was looking at what different kinds of activities they can add to campus like the volleyball nets that have been put up. She wants something that is going to be stationary so they won’t have to be putting it up and down, like some type of pole they can put in the ground somewhere. Somewhere where they can make sure the environment is safe. Her proposal is to put something up like the volleyball nets to keep students on campus and create the vibe set so people want to stay here. Like at Santa Monica there are poles in the sand and it is not hurting the environment it just brings in people and form like a community, where people can go and hang out instead of just sitting on benches in front of the pod or engaging in some type of physical activity. Her proposal is to find an area where they can do something like that.
* Executive VP **Acosta** suggests to bring up to the Director of Wellness **Quiambao** and have a discussion with her because that is more in her area.
* Senator for College of Science **Sanchez** says a really good area would be behind the science buildings, there’s a large area where there use to be a garden but then there’s a lawn area with benches and a grill. They can make us of that area.
* Chair **Cardenas** asked if there are any other comments, questions, concerns. He has a few questions; his first question was if Student Life-At-Large **Palm** had ever discussed this with anyone else?
* Student Life-At-Large **Palm** said she emailed a man named JimZevagnohe is the associate Vice President of Facilities Development and Operations and was reaching out to him just to see the environmental issues they could cross by using the trees in school. He replied saying he didn’t see any objections to any of this but he doesn’t have any further background information and told her he was going to contact risk management folks because it is technically dangerous if they don’t know what they are doing but she sees this as a public campus and doesn’t know liability reasons or anything like that so he was going to email someone through risk management and he would get back to her. It has been 6 days and she hasn’t heard anything but that’s all she’s received so far. (21:25)
* Executive Director **Pinlac** stated that he also has emailed Jim Zevagno. He also states that Student Life-At-Large **Palm’s** idea is a risk management issue because even though it is a free campus if anyone gets hurt the campus is liable. What ASI can do in this situation is continue to advocate for spaces. We have done things in the past such as permanent holds on a certain area. For example there is an edible garden on campus and that has been reserved under ASI for the past two years. Before ASI sponsors this it would need to be passed by risk management because if ASI sponsors it and someone gets hurts it makes ASI liable.
* Chair **Cardenas** states that he will be adding this topic of discussion to the agenda for the next External Affairs Committee Meeting. He asked that Student Life-At-Large **Palm** do more research and follow-up so that she can report back on what the university stated.
* Senator of CBE **Narula** asked if this required a hole to be dug on the ground. If so, he recalls that for Al Fresco there is a similar action done by the Arts and Education Building. He recommends that Student Life-At-Large **Palm** get in contact with Marc Cochran to ask about it.
* Executive Director **Pinlac** states that he found a picture online where the poles do not look completely permanent so he believes something like that may be an alternative.
* Director of Legislative Affairs **Garnica** recommends considering the area behind Meiklejohn. There is an empty space there with just a bench and the area is dry right now.
* Executive VP **Acosta** believes that it is a great idea but does suggest into looking at other locations around campus because a lot of the times some areas where there is student traffic does get neglected.

**25:29**

* 1. DISCUSSION ITEM –**Collaboration Event ( S. Narula & C. Sanchez)**

**Chair Cardenas yields the floor to College of Science Senator Sanchez and CBE Senator Narula to address the following**

* College of Science Senator **Sanchez** states that they currently do not have a budget to present but they can let the committee know of their ideas. College of Science Senator **Sanchez** states that they were thinking since their colleges are right next each other to have an event with their top 5 clubs and have them present have food for students and other activities as well.
* CBE Senator **Narula** states that with this idea Clubs will be able to put themselves out there because they usually do not get much attention. He has heard how the CBE’s clubs have been having trouble with their events because there is very low attendance. He reiterates how clubs will be benefiting from this event.
* Executive VP **Acosta** asked if it is only open to the top 5 clubs of each college or could it be open to all the clubs of both colleges.
* College of Science Senator **Sanchez** states that it can be opened to all clubs from each college and the only reason she stated top 5 clubs was to have a number.
* Senator of CBE **Narula** states that what he perceives is that when people see the event then they will attend.
* Executive Director **Pinlac** asked what the proposed date is.
* College of Science Senator **Sanchez** states that there original proposed date was late November but when they were discussing it they were thinking of possibly moving it but having the same date.
* President **Lopez** states that if the event is for November 19th and the next External Affairs Committee meeting is the 10th of November the Senator’s event does not qualify because they need two weeks in advance to plan everything and they just wouldn’t have the time. Senator of CEAS and Senator of C.L.A.S.S. approached President Lopez to add their budget to the Board Meeting tomorrow. So their budget will be approved through the board and each senator has $375 per quarter and combined it is $750.
* College of Science Senator **Sanchez** states that the reason they were thinking of having the same date was to have a collaborate event so that they have a bigger budget and a much more successful event but if it is not possible then it is not possible.
* Senate of CBE **Narula** said if it is not possible then what day would you recommend
* President **Lopez** said the next meeting is November 10, two weeks from then which is the Tuesday of Thanksgiving
* Chair **Cardenas** asked if there any more questions in regards to the collaboration event
* Senator of CLASS **Tate** saidthat the week after thanksgiving is finals week so she doesn’t know how things will go with that because of finals that is something they need to look into.
* Senator of Science **Sanchez** said so they will propose a budget as soon as possible and if they don’t see any good dates they can move it to next quarter and can have 2 events next quarter
* Chair **Cardenas** asked if there was any more questions

E. DISCUSSION ITEM- **Questions and Answers (T. Tate & J. Chavez)**

**Chair Cardenas yields the floor to Senator of CLASS Tate to address the following:**

* Senator of CLASS **Tate** said that they are planning on having a Q & A which means that they will be hosting a collaboration event to create unity with College of CLASS and CEAS. This will be for CLASS and CEAS students, they will be able to bring up any issue they have within their college, they will also be able to meet their senators and other people from the colleges. This would be their starting point in the year and with this event they will have an idea of what the students concerns are in the future they will be able to come up with resolutions and report their progress.
* Senator of CEAS **Chavez** said the date they are going to do is November 17 and the time changed due to room availability it’s going to be from 2-4 in the MPR A expected turnout is going to be 70 cutting that number in half that’s each of their goals, individually. Special guests are people from the department Deans, Associates, etc. They are also planning on inviting Greek Orgs to preform while people are eating. They will have a lot of food since their budget is $650 they are planning to use 490 for food. She was speaking to the senate from last year and she said to get rid of all that food it was a good idea to invite organizations to also to attract more attention. They are planning to use $100 for give a ways, $60 on misc. like utensils, $100 on marketing, and for marketing they are planning to table outside of their colleges a couple of days before the event and tell people about it. She contacted people from her department asking them how they should market and told her to utilize the building like the boards and emails.
* Senator of CLASS **Tate** said their give a ways will be since they don’t really have enough time to order shirts then they will most likely get purses from the bookstore
* Chair **Cardenas** asked if there were any questions.
* Executive Director **Pinlac** said that for the utensil and misc. things they don’t need to add it to their budget usually the office just stokes them and use them for all the events. Asked them what they are going to be using for marketing.
* Senate of CEAS **Chavez** they are thinking about getting crispy crème donuts since they will be tabling in the morning.
* Executive Director **Pinlac** recommends to get a marketing request because typically they want 3-4 weeks in advance, told them to make the request today so they can make their posters, it won’t be pretty but it will have all the information up.
* President **Lopez** asks to be sent a new budget to show for tomorrow’s board meeting
* Senator CBE **Narula** said theirs a misprint of the budget from $650 to $750
* Chair **Cardenas** asks Senator of CLASS **Tate** if the budget is $650 or $750
* Senator of CLASS **Tate** says $750is their total the $650 is everything added up to
* Chair **Cardenas** said so right now after subtracting the misc. the total is $690
* President **Lopez** says that when he presents this tomorrow he is going to tell them not to go over their budget which is $750 which is their total budget just for leverage
* Senator of CBE **Narula** asked if they exceed.
* President **Lopez** said no.
* Chair **Cardenas** asked if there were any other questions, concerns.
* Executive Director **Pinlac** said to please verify with the people of the department if they are going to make it, it is the most important and most difficult, he’s not sure how their staff is
* Senator of CEAS **Chavez** said that they just got a new chair in their department, Chris, and he’s pretty involved and Heather too and she knows them personally so she is going to use that to her advantage.
* President **Lopez** said to also reach out to Paul Carpenter he is also one of the chairs

VII. SPECIAL REPORTS:

 No Special Reports.

VIII. ROUND TABLE REMARKS

**Lopez:** He just wants to congratulate Senator of CEAS **Chavez** for being able to send mass emails to kinesiology majors and introducing herself as the Senator of CEAS and giving a quick background of who she is.

**Acosta:** Congrats on the first meeting.

**Garnica:** Congrats on the first meeting.

**Pinlac:** Good job.

IX. ADJOURNMENT

**Meeting Adjourned at 3:10PM**

**Minutes Reviewed by:**

**Chair/VP of External Affairs**

**Luis Cardenas**

**Minutes Approved on:**

**11-10-15**

**Date:**