**ASI External Affairs Committee Meeting of November 10th, 2015**

1. CALL TO ORDER: Chair **Cardenas** calls meeting to order at **2:01PM.**
2. ROLL CALL

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| --- | --- | --- |
| Members Present | Absent Members  | Guests |
| Luis Cardenas  | Erik Pinlac | Lil Brown-Parker |
| Stacey Acosta | Supreet Narula | Pablo Garnica |
| Christina Sanchez | Joana Chavez | David Lopez |
| Tikerea Tate |  |  |
| Stephany Cardenas |  |  |
| Alyssa Palma |  |  |
| Stan Hebert |  |  |
|  |  |  |

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

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

**Motion carries.**

**Amendment I: (Sanchez) to add under New Business Items: Discussion Item C. Fuel Your Future.**

**Motion carries.**

**Amendment II: (Palma) to move Discussion Item B. to A.**

**Motion carries.**

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

**Motion carries.**

1. ACTION ITEM – **Approval of the Minutes of October 27th, 2015**

**Motion: (Sanchez) to approve the Minutes of October 27th, 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.**

No public comment.

1. UNFINISHED ITEMS:

A. DISCUSSION ITEM - **Resolution Priorities and Work Distribution**

* Chair **Cardenas** asked if Senator of C.L.A.S.S. **Tate** wanted to address the issue regarding financial aid.
* Senator of C.L.A.S.S. **Tate** said she wanted to make a resolution to have financial aid be more transparent with the students because this quarter a lot of students have been affected by their late or not present financial aid distribution. This is a really big issue.
* Chair **Cardenas** said in Discussion Item B they will look at one of the resolutions he was working on in summer.
1. NEW BUSINESS ITEMS:
	1. DISCUSSION ITEM – **Student Discount**

Chair **Cardenas** yields the floor to **Lil Brown Parker**.

* **Lil Brown Parker** said she is the ASI Business Services Manager and one of the things she does is oversee the student discount program. On the agenda it is listed as student discount but she wanted to emphasize that this program is not only for students. The premise of this program was collaboration between the University, Chamber of Commerce of Hayward and ASI. This was to make sure they continue a good working relationship with the city of Hayward and incorporate the businesses. If you are a holder of the bay card you can use these services. She asked if anyone was familiar with the discount program and if they knew where to find this information. This information is found on the ASI website under services with a list of all the discount programs. This list is displayed in the office too. All the merchants listed signed a contract which they keep as record in a binder alphabetized. They keep the original contract sent from the merchant and the merchant decides if they want to do one quarter or all four quarters. ASI keeps a record of how many quarters the merchant decides to do with the school and when they approach their expiration they ask the merchant how they liked the program and if they want to stay in the program. Her and her team double check the company to make sure this is a company they can approve of and they send the company a packet and once approved the business gets a decal sticker so that CSUEB card holders can know they get a discount from that business. The students show their bay card to get the discount. The idea is to increase the foot traffic to their business and get discounts for the students, staff, and faculty. Her team canvasses the businesses to see if they can add any more to their discount program, especially restaurants on B Street since the transportation shuttle goes to this area. She wants the members to have an idea of who is on the list and expect at least a 10% discount from the approved list.
* Chair **Cardenas** asked his committee members if they had any suggestions concerning the program.
* Senator of Science **Sanchez** asked if they tried the La Vic’s restaurant.
* **Lil Brown Parker** said they may not so she would like an email from the committee members with any ideas they would like to see added onto this list so that her and her

 team can look into it and try to get a discount program for it. She would like at least 10 new business names so that they can reach out.

* Chair **Cardenas** said after the meeting he will send around a list for members to add to.
* Director of Legislative Affairs **Garnica** said there is a new restaurant downtown called Brews and Bratts. He was wondering what the evaluation process was to have a pub be on that discount list.
* **Lil Brown Parker** said they wouldn’t add a bar to the list but if it was a pub with food then they can add that to the list. They don’t want to condone a bar where you can get only alcohol, but if it is a restaurant too then that would be okay. Concerning the Brews and Bratts restaurant they are awaiting an email from the restaurant on how long they would like to stay in the discount program if they chose to be a part of it. When contacting a potential discount business it is best to send out a communication email or phone call first rather than approach them at a busy business hour in person.
* Chair **Cardenas** said the stickers could be increased in size to better see that these businesses offer student discounts because he does know students go to these local businesses but they may not know about the program or see the sticker.
* **Lil Brown Parker** asked if the members can mention the discount program when they are tabling. She said they need to also actively be updating the list so that they can have valid restaurants listed on the ASI website that still participate in the program.
* Chair **Cardenas** said they can dedicate a time to table on the discount program to get the word out there.
* Senator of C.L.A.S.S. **Tate** asked if a digital sticker is available so she can post the image on social media to get the word out about the discount program.
* **Lil Brown Parker** said she believes it is and posting it on social media is a good idea.
* Chair **Cardenas** thanked **Lil Brown Parker** for her time and the information session.
	1. DISCUSSION ITEM - **Sexual Assault Awareness Resolution**
* Chair **Cardenas** said he is going to read the resolution and take any questions they might have concerning the resolution.
* “Whereas, Associated Student Incorporated (ASI) of California State University, East Bay (CSUEB) is the recognized voice of close to 15,000 students; and Whereas, it is ASI’s Purpose to “promote a conductive environment for educational, social, political, personal, and cultural awareness on campus”; and Whereas, President Barack Obama and Vice President Joe Biden launched a sexual assault prevention campaign called “It’s On Us” on September 17th 2014 and Whereas, “ It’s On Us asked everyone- men and woman across America- to make a personal commitment to step off the sidelines and be part of the solution to campus sexual assault” and Whereas, “ More than 90% of sexual assault victims on college campuses do not report the assault”; and Whereas, CSUEB at-risk student population include but are not limited to Greek, Housing, Athletics and first

 year students; and Whereas, a Title IX Task Force has been established by the IX office, University Police Department, Housing, Athletics, Student Health Counseling Services, and ASI; and Whereas, the purpose of the title IX task force is to address the title IX from a multidisciplinary approach by reporting sexual assaults, educating on affirmative consent, training student leaders in bystander intervention, and being a supporting ally for survivors; and Whereas, the Title IX Task Force is focusing on providing trainings for student employed leaders, educating the risk populations, and programming educational events on sexual assault; therefore be it Resolved, that ASI Board of Directors recommends being a permanent voice on the IX Task Force conversation; and be it further Resolved, that the ASI Board of Directors is committed to being involved in all Sexual Assault Campaigns on campus, and be it further Resolved, students seeking information or guidance in regards to sexual assault will be assisted by ASI Board of Directors; and be it further Resolved the copies of this resolution will be distributed to the University President, Student Affairs’ office, Student Life’s office, IX’s office, the University Police Department, Housing’s office, Athletics’ office and Student Health and Counseling services’ office.”

* Chair **Cardenas** said he drafted this resolution over summer and he asked for questions or comments on this.
* Senator of C.L.A.S.S. **Tate** asked if the wording of the heading on the document should be External Affairs instead of Board of Directors Sexual Assault Awareness.
* Chair **Cardenas** said the way the process works is that they bring it up through External Affairs and take it to the BOD so the BOD can adopt it.
* Advisor **Hebert** said that is correct and it would eventually be a BOD resolution.
* Chair **Cardenas** asked if it should be changed to External Affairs for now.
* Advisor **Hebert** corrected the language and grammar of the document.
* Chair **Cardenas** asked Advisor **Hebert** if he had any improvements for making the document stronger.
* Advisor **Hebert** said it is a good resolution but there is no specific action step that they are calling someone to do or committing the Board to do. The document does mention all the very good points of being supportive of the campaign and recommending students keep up with the sexual assault training. One of the areas that are a challenge is for students to complete the training. There has been a lot of discussion but no resolution regarding what would happen if the student does not complete the training. This does not have to be in the resolution but there could be something included that could be a step further to get the students to complete the training.
* Chair **Cardenas** asked the committee what kind of stance they would like to take on sexual assault as a committee. It is a hard topic, they understand the statistics of sexual assault but in a new committee it is difficult to know what powers they do have as a committee to make these decisions.
* Advisor **Hebert** said he can ask for 100% compliance from all ASI Board and committee members to do the sexual assault training. ASI can make an example of that commitment to do the training.
* Director of Legislative Affairs **Garnica** said he likes the idea to show ASI is doing the training as a stand on how committed they are to preventing sexual assault.
* Senator of C.L.A.S.S. **Tate** asked if it is possible to make it mandatory for all clubs and organizations to do the training.
* Chair **Cardenas** said he thinks this is a great idea to set the standard for all student leaders on campus. He can follow up on that and see what can be done.
* Senator of Science **Sanchez** asked if they do this already.
* Chair **Cardenas** said as of now ASI is the only organization that does something like this, they got the sexual assault training prior to their retreat.
* Senator of Science **Sanchez** said as someone who is a part of an organization there are certain things they have to complete and if they do not do these there aren’t really any consequences. There should be a consequence if people do not complete it.
* Chair **Cardenas** said for clubs they fund they could make this mandatory and if they do not comply then they can take these funds away or partially take them away.
* Senator of C.L.A.S.S. **Tate** said there is a new rule for Greeks that they have to attend some sort of Title IX training that is in person.
* Chair **Cardenas** said he will email the resolution and create a word document for the members to work off of together and once they approve the document it will be sent out to the Board.
	1. DISCUSSION ITEM - **Fuel Your Future**

Chair **Cardenas** yields the floor to Senator of Science **Sanchez**

* Senator of Science **Sanchez** said this will be a collaborative event with Senator of Business. They want to use the lawn area between the two buildings and have their top clubs come out and table. There will be food and giveaways. It would be at the start of winter quarter. This will allow students to sign up for different clubs which will look good on their resume’s for leadership and let the students start fresh with a new quarter. The idea of Fuel Your Future is to get students involved in clubs and leadership opportunities.
* Chair **Cardenas** said they are prepping a budget and hope to have this passed soon and get the event going the second week of next quarter.
* Senator of Science **Sanchez** said they decided on the time to be 1-3PM. Science and Business want to have the top clubs available for people to sign up for and be a part of along with meet their ASI Senator Representatives. These will look good on their resumes. Their goal is to get students involved more. They can invite faculty to this

event too. For food and drink they wanted Chipotle. For giveaways they wanted to do shirts that say Fuel Your Future with the ASI logo on it.

* Chair **Cardenas** said they are working on the marketing request form and the facilities form to approve the location of the lawn between the Science and Business buildings.
* Vice Chair **Acosta** asked if they had to use Aramark food if they spend more than $50.
* Senator of C.L.A.S.S. **Tate** said because ASI is an affiliation they do not have to abide by those food rules.
* Advisor **Acosta** said this event is thought out well and being done ahead of time which is good. Now they have to focus on the marketing and poster to catch the student’s attention. A good design with the right amount of wording on it. Also for the event it should be posted on social media from all the committee members and the ASI Board members. They should make it a calendar event too.
* Vice Chair **Palma** said she has a friend that has done the posters for marketing within athletics; people may have seen around campus and said she can ask her friend to help out with that.
* Senator of C.L.A.S.S. **Tate** said for marketing they have to make sure to follow up so that they get the correct images they want.
* Advisor **Acosta** said to check with **Katie** their current and only marketing employee and she would work with their ideas and designs.
* Director of Legislative Affairs **Garnica** asked how many burritos they would have for the event.
* Senator of Science **Sanchez** said 50.
* Director of Legislative Affairs **Garnica** said he is not sure if that would be enough.
* Senator of Science **Sanchez** said the event will be on a Monday and considering the foot traffic that should be fine.
* Director of Legislative Affairs **Garnica** said he would like to see the math on the budget for the food.
* Chair **Cardenas** said they can draft that up so they can have it be an action item and approve the budget as a committee.
* Senator of Science **Sanchez** said she can get an invoice too.
* Advisor **Acosta** asked if faculty and the deans of the colleges will be there too.
* Senator of Science **Sanchez** said yes and that she is doing another event because the current dean is leaving.
* Advisor **Acosta** said that information should be on the poster, a meet and greet with the faculty and deans.
* Senator of Science **Sanchez** said she has to contact them.
* Chair **Cardenas** asked if Senator of Science **Sanchez** can have a list of which faculty will be there and a breakdown of the food and drink cost.

**49:00**

1. SPECIAL REPORTS:

A. INFORMATION ITEM - **Sponsoring of Recreation activity (A. Palma)**

Chair **Cardenas** yields the floor to Vice Chair **Palma.**

* Vice Chair **Palma** said she had spoken to a man named **Jim** who said he would get back to her with information from someone in risk management. He mentioned that they need to look at safety reasons and he proposed that they do a club on campus that can have people come together that are involved with this on campus. He also mentioned the ASI Wellness Director and **Mark Fink.**
* Chair **Cardenas** said he forwarded the emailed conversation to **Martin Castillo** to put more pressure on getting this information done and now the project is on the committee’s hands. They can adopt this and create a slack lining recreation activity

from ASI where students can come and borrow the slack line ASI buys and they can rent it and return it when they are done.

* Senator of Science **Sanchez** said this sounds like a great idea but if students were to fall could they sue ASI or East Bay.
* Chair **Cardenas** said there should be a contract of liability that ASI would not be responsible if someone fell on their own time.
* Vice Chair **Palma** said she hopes to have a proposed budget by the next meeting.
1. ROUND TABLE REMARKS

**Tate:** Her event is on Tuesday 2-4PM and she wants the members to promote the event and if anyone knows of any clubs that are part of C.L.A.S.S. or CEAS if they can let her know because she would like them to table at the event.

Chair **Cardenas:** Senator of C.L.A.S.S. **Tate** should create a doodle to see who can help join and table with her. The committee will also help the other member’s events.

**Hebert:** His role would be changing to include more external community activities that may be off campus. This will also include family and parent programs. They are looking to reach out to the families of students to see how they can encourage and help their students best.

1. ADJOURNMENT

Meeting Adjourned at **2:56PM.**

Minutes Reviewed by:

**Chair/VP External Affairs**

Luis Cardenas

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Minutes Approved on:

**12-4-15**

Date: