**ASI Semester Conversion Ad Hoc Committee Minutes of May 12th, 2016**

1. CALL TO ORDER **At 2:04 P.M.**
2. ROLL CALL

**Present:** C. Sanchez, H. Erhahon, R. Finazzo, J. Real, A. Singh, D. Lopez, and S. Ortiz.

**Late:** None.

**Not Present:** J. Khaira, L. George, M. Lynch, M. Castillo, and L. McCrea.

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

**(MSP)** Motion to approve the agenda by **H. Erhahon**, seconded by **D. Lopez**, motion **PASSED.**

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. SPECIAL PRESENTATIONS:
   1. **David M. Lopez**, President & CEO

President **D. Lopez** talked about the purpose of the AD-Hoc. He introduced himself. The committee introduced themselves. In fall 2018 CSUEB will be converting to semester. Cal Poly will be the only quarter campus out of the CSU’s. CSUEB decided to convert because the majority of the community colleges are on semester system and by 2019 all CSU’s will be semester system besides one. This will be an easier transition for the transfer students and high school students. This is happening whether he likes it or not. The committee’s job is to discuss issues with the conversion and address them. This committee is 1 of 7 committees on campus regarding the conversion. Student-At-Large **H. Erhahon** said he is the incoming ASI president and he will be sitting on the Student Success committee. The committee focusses on what student success should be coming from this conversion. He talked about the goals of the Student Success committee. He wants to give a survey to the committee. The students can type it up and send it back to him. President **D. Lopez** said in their packet it talks about Roberts Rules of Order. This is the way meetings are run. He talked about the rules regarding Roberts Rules of Order. In their packet is also the Code of Conduct that everyone signs. They also have the Conflict of Interest Statement. There is the VDR which allows them to get paid. They also have an Internet Email policy. These forms are to be given to **Sneh Sharma**.

**16:17**

1. NEW BUSINESS ITEMS:
   1. ACTION ITEM – **Vice Chair Appointment**

The committee appointed **J. Real** as Vice Chair.

* 1. DISCUSSION ITEM – **University Hour Results**

The University Hour is when there are no classes from specific times and there are events on campus for the students. There was a doodle sent out for students and faculty who agreed on having University Hour. Only 15 percent of the student population responded. The University Hour was first brought up by the 1993-1994 Board and it is important for this to pass. If this passes it will be implemented when semester conversion starts.

* 1. DISCUSSION ITEM – **General Issues**

President **D. Lopez** said the first general issue is University Hour and the second one is advising. The third issue is communication and getting the word out to students. The fourth one ties everything up in terms of worries over the semester conversion. The college released a statement promising students that they will not be affected from this semester conversion. June 3rd is his last meeting on the semester committee. This summer there are some cuts in some of the classes. The transcripts of the freshmen from 2015 will show fall and spring semester and not the three quarters. The committee talked about how the GE and remedial classes will be changed to semester. Student-At-Large **H. Erhahon** said the freshmen clusters were designed for students to meet other students within their major so that they can be in classes with each other for their college career. Clusters are a discussion being talked about.

* 1. DISCUSSION ITEM – **Meetings**

The Ad Hoc discussed general meeting times for the remainder of the quarter. The committee decided that the current meeting time is a good time to continue to meet. They can meet at least two more times. President **D. Lopez** asked if the committee thinks they need this committee. A meeting agenda will be sent out by next Tuesday.

**41:06**

1. ROUND TABLE REMARKS

**Lopez:** Spring Mayhem is this Saturday and students need to log on to print out their tickets. Holi is going on outside, an Indian festival of colors.

**Erhahon:** He gave a shout out to **C. Sanchez**. He likes this committee and is glad the right VP of Internal Affairs got to bring this to life. He hopes the committee votes to keep this committee alive for next year. Students should go to Spring Mayhem.

**Sanchez:** She thanked the committee. They will have a Hey Be Nice event later this month.

1. ADJOURNMENT **AT 2:47**

Minutes Reviewed by:

**Chair, VP of External Affairs**

Name: Christina Sanchez

Minutes Approve on:

5-19-16

Date: