**ASI Concord Committee Meeting Minutes of February 2, 2017**

1. CALL TO ORDER **AT 12:12 PM**
2. ROLL CALL

**Present**: E. Field, D. Tom, J. Lucas, F. Ornelas,

**Late**: M. Bueso, C. Bueso

**Not Present**: E. Pinlac, R. Khorasani

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

Motion to approve the agenda by **D. Tom**, seconded by **J. Lucas**, motion **PASSED**.

1. ACTION ITEM – **Approval of the January 26, 2017 Minutes**

Motion to approve the minutes of January26, 2017 **D. Tom**, seconded by **F. Ornelas**, motion **PASSED**.

1. PUBLIC COMMENT **– Public Comment is intended as a time for any member of the public to address the committee on any issues affecting ASI and/or the California State University, East Bay.**

No public comment.

1. SPECIAL PRESENTATIONS: Discussion Item: **Professionalism/Etiquette Workshop and Banquet Proposal**

**E. Field** presented a Professionalism/Etiquette workshop and banquet to the Concord Committee. It will be presented by Doctor Prajone and will be given in the spring time. It will be like a job fair but more professional. They want to invite the President’s Office, AACE etc. This banquet is for the students to develop their Professional skills during the banquet.

1. UNFINISHED ITEMS:
   1. ACTION ITEM**— Budget for Rare Disease Day**

Motion to approve $1,000 dollars for Rare Disease Day by **J. Lucas**, seconded by **F.** **Ornelas**, motion **PASSED**.

* 1. ACTION ITEM **— Cocoa & Cram Budget**

The Committee decided on a budget for Cocoa & Cram. They will buy cups, coffee, snacks, etc.

Motion to approve no more than $800 dollars for Cocoa & Cram by **D. Tom**, seconded by **J. Lucas**, motion **PASSED**.

**17:35**

1. NEW BUSINESS ITEMS:
   1. DISCUSSION ITEM **— Future Ideas for ASI**

They want to have something fun like a comedy show, field trip, a movie night, a game, ice skating, movie theatre etc.

**27:45**

* 1. DISCUSSION ITEM **— BaySync**

They are going to add all the events on BaySync under the Concord Campus. ASI has their own page on BaySync, where they have different opportunities and events on campus. They also have BaySync cards.

**32:22**

* 1. DISCUSSION ITEM **— Spring Hoorah**

They want to have it the week of May 22nd so they do not have it the week of finals. The time will be from 12:00pm-6:00pm on a Thursday so it’s a kick off to the weekend. If it is not raining then they will have it outside. They discussed having a DJ that is involved with the students. For example asking them to all dance a certain dance. They also want to have Mexican food.

**47:40**

1. ROUND TABLE REMARKS

**Field**: Has a lot of posters and needs help putting them on campus.

1. ADJOURNMENT **AT 1:08PM**

Minutes Reviewed by:

**Director Concord Campus**

Name: Erin Field

Minutes Approved on:

**2-16-17**

Date: