

Board of Directors Meeting Minutes of February 12, 2020

- I. CALL TO ORDER at **12:02 PM**
  - II. ROLL CALL  
**Present:** Daisy Maxion, Kabir Dhillon, Bronte Kuehnis, Melissa Baron, Riley Miller, Siddharth Valecha, Patricia Regalado, Daisy Padilla, Brittney Golez, Omer Shakoor, Euridice Sanchez-Martinez, Antoinette Milano, Martin Castillo, Erik Pinlac, Carter Magee, Marguerite Hinrichs, Michael Lee, Andrew Yunker.  
  
**Late:** Lynn Vu, Mark Almeida.  
  
**Absent:** Yajaira Ortega-Huerta.
  - III. ACTION ITEM - **Approval of the Agenda**  
**Motion** to approve the agenda of February 12, 2020 by **K. Dhillon**, second by **S. Valecha**, motion **CARRIED**.
  - IV. ACTION ITEM - **Approval of the Minutes of January 29, 2020**  
**Motion** to approve the minutes of January 29, 2020 by **K. Dhillon**, second by **S. Valecha**, motion **CARRIED**.
  - 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.
- 2:18**
- VII. NEW BUSINESS ITEMS:
    - A. ACTION ITEM - **[ASI Mobile Application Ad Hoc Committee Resolution](#)**  
The BOD will take action on the adoption of the resolution for an Ad Hoc Committee for the ASI Mobile Application.  
**Motion** to adopt the resolution ASI Mobile App for Ad Hoc Committee by **K. Dhillon**, second by **M. Baron**, motion **CARRIED**.



**B. Golez** states that the purpose for the app is to enhance student’s experience, connecting students to student government, and environmental sustainable advertising. The app will become available May 2020; the associated director will oversee the app and the web developer will program the app. For tabling, I would like everyone to promote the app, talk to people who are willing to be part of the committee, and start sharing the google forms to be part of the committee on social media. **E. Pinlac** states what the cost will be. **B. Golez** states the cost will go under communications because of the web developer, and the associated director will oversee the web developer and the committee. **E. Pinlac** states that to use the app will it cost any money. **B. Golez** states at the moment it will cost no money. **E. Pinlac** states that if it does, we can request money from the board.  
**Motion** to adopt the resolution ASI Mobile App for Ad Hoc Committee by **ALL**, motion **CARRIED**.

5:13

B. ACTION ITEM - [Operating Agreement](#)

The Board of Directors will take action on adopting the Operating Agreement between CSU and the Associated Students Inc. of CSUEB

**Motion** to adopt the operating agreement along with the resolution by **K. Dhillon**, second by **S. Valecha**, motion **CARRIED**.

**E. Pinlac** states that he looked at the second to last previous operating agreement, which was in 2012. He would have the authority to execute the operating agreement, but the ASI President will have the final signature. If we pass this resolution today, it would grant me access to start processing items faster to the board. As well as, reaching out to gather any information that may not be clear. Some attachments still need to be included in the agreement. At the bottom of the resolution, there is a conflict of interest and a map of the square footage of our offices. I will need to send the Chancellors office the official square footage of our offices, due to some not being included. **M. Lee** states that the wording of our campus should not be CSUEB but rather California State University East Bay or Cal State East Bay.

**Motion** to postpone taking action on action item B until the next meeting, by **K. Dhillon**, second by **S. Valecha**, motion **CARRIED**.

13:46

C. DISCUSSION ITEM - **Elections Committee Appointment**

The Board of Directors will discuss appointing members to the ASI Elections committee.



**E. Pinlac** states that the election committee is opened to five new people. However, when we did interviews, only three candidates really stood out: Antonio, Kenneth and Habay. We meet quorum to start the elections, the advisors are working hard to get everything started, hopefully, two more students that are qualified are appointed. We received nineteen application, only thirteen met the requirement, eight were no longer interested and only three seemed promising. **D. Maxion** states that during the process, is there a conflict of interest they can fill out in order to avoid any biases. **E. Pinlac** states that only conflict of interest would apply if they would benefit monetarily, which does not apply in this case.

**M. Hinrichs** states that during the interview process each candidate is made aware of the responsibilities being on the ASI elections committee. They will not be able to run for ASI elections and that it is a different committee. **E. Pinlac** states that a question was brought up stating that what if someone within your organization was running for the election. The candidates were confident enough to answer the question correctly. Habay is just a freshman and does not know many of the organizations, Kenneth is involved in smaller organizations, and Antonio is good at separating the different segments he is part.

18:08

**D. INFORMATION ITEM - Student Success and Equity**

Dr. Maria Ortuoste and Emily Chow will discuss with the Board of Directors the efforts of the Faculty and Staff Learning Community and student feedback.

Dr. Ortuoste states that she is part of the small group of faculty and staff learning community, which looks at the student success and equity. We discussed with different students and organizations what their experience on campus is and what roadblocks they faced. Students discussed the many challenges they face, while others described some of the best practices. Some of the best practices was connecting students to future employers, and getting students internship. We have seen that the problem is usually between students and administrations, for example, financial aid. Emily Chow states that the whole point of their group is to get the students input. We would have one on one conversation with students to see what their journey looks like, from whether they are freshman, transfers, or graduating. Advising and financial aid were some of the common things we picked up from our student feedback. With this information, we are trying to create a small two or three page survival guide that list who to go to for certain resources. As well as, students advice who have been in similar situations. As professors, we know the roadblocks and we would like to offer alternatives resources just in case someone does not help a student to the fullest. Sarah Tayler is working on our basic needs initiative, which conducted students input. Offering this guide will help students get the resources faster than when policies change, due to knowing that at times



communication can be an issue. Having staff, work with students is at times different from when faculty work with students. Dr. Maria Ortuoste states an example of faculty sending a student to the ACCE Center and once the student gets there, they do not receive the right help that they will need. Therefore, having the perspective of staff and faculty working together helps students work around these types roadblocks. Emily Chow states that sometimes these roadblocks can lead to students dropping out. Dr. Maria Ortuoste states that even the lack of feeling like a community, can lead to students dropping out, for example, the international students who live slightly off campus. During the weekends, international students would not have the transportation that leads them to the dining commons.

**D. Maxion** states that on Monday she sat on the strategic planning for student success meeting with many faculty members. I was wondering if you two were invited. You both have a lot of qualitative data that this group would benefit from. We use Monday as a day to brainstorm ideas of what may cause. I feel like it would be good to reach out to Pro-Boast and inform them of what is going on. Dr. Maria Ortuoste states that her department director, Mary D'Alleva, is in a small working group and provided some background information to what the meeting was about. I can share that with her to bring it to her group. She knows that we have been doing our research. The person that represented you was the class dean. A lot of stuff that came out of the conversation were things that we were working on already. We were definitely share the information, since they have more fire power than the three of us do. **D. Maxion** states that she is apart of the Student Success and Retention group. It would help if I can gather the data and share it. **S. Valecha** states that there will be a meeting with Pro-Boast and Susan Ingram and if we have the information, it would be helpful. The meeting is next week and the week after. Dr. Maria Ortuoste says that some of the survey data can be shared. Emily Chow states that there were surveys done with current students and alumni. The alumni were giving advice. Dr. Maria Ortuoste states that it is important to get the alumni because they also had their unique journey and want to know how and when they finished their journey. This information can be used to improve student's success and retention rates. **M. Lee** thanks them for their work and asks if they are going to do a user report. Your work covers five of the groups and once send the user report, make sure that it gets to Suzanne Espinoza. Dr. Maria Ortuoste states that what is unique about the FLC is that it began in the summer and usually the share out is in the spring. I believe we will have something to present at that time. **M. Lee** states that the time frame of this is that it should be done by the summer and start in the fall with a five-year plan. Waiting until the summer will be better since there are various meetings from now until the end of the semester. Emily Chow mentions that if there are any ideas to share, to let them know.

31:43



E. ACTION ITEM - [Mandated Undocu-Ally Trainings for Faculty and Staff](#)

The Board of Directors will take action on a potential resolution in regards to having Mandated Undocu-Ally Trainings for Faculty and Staff.

**Move** to adopt support for Mandated Undocu-Ally Trainings for CSUEB Faculty and Staff, by **E. Sanchez-Martinez** second by **K. Dhillon**. **D. Maxion** states that some of the new things added to this was that we wanted the training to focus on the professional development people that students generally see more. Examples would be the G.E, peer-academic coaches, registrar office, and financial aid. We realized it is difficult to have professors be apart of it and they are welcome to, but we want to focus on these main groups. **K. Dhillon** states that the specific clause does not mention it. **D. Maxion** asks if anyone that students go to are missing from the list. **R. Miller** mentions Greek advisors. Including Student Equity and Success programs and the transfer programs was mentioned. **D. Maxion** mentions that someone will have to make an amendment. **M. Baron** says that RAs can be added.

**D. Maxion** responds that this is generally for faculty and staff. **K. Dhillon** mentions Student Life and Leadership. Ganas was also mentioned. **B. Kuehnis** states that a move is needed to amend the current motion.

**Move** to amend the resolution to add Student Life and Leadership, Student Success and Equity, Academic advising programs, EOP, and GANAS to the current resolution by **E. Sanchez-Martinez**, second by **K. Dhillon**. **R. Miller** states that he was going to amend to add ASI. **B. Kuehnis** states that they would need to vote down the current amendment in order to make a new amendment. All those in favor of not wanting this to be the amendment, motion **FAILS**. The resolution has not been amended. **S. Valecha** asks if housing will be added. I think that it should be added. **B. Kuehnis** states that if an argument can be made to why it should be added, we can discuss it. **S. Valecha** asks that since Student Life and Leadership and all of the groups are being added, why can't housing. RAs and other professional staff in housing help many students, even if they are not at the housing location. I believe they should be added as well, since we are trying to help the entire campus.

**B. Kuehnis** adds that housing will be included.

**Move** to amend the document to strike out quarterly under one of the resolves and replace it with semesterly and under the resolve to include the following offices and departments to include Student Life and Leadership, Student Success and Equity, Advising programs, Student Housing and Residence Life, and ASI Student Government, in other words, Board of Directors, Senate, and Professional staff, by **K. Dhillon**, second by **E. Sanchez-Martinez**. **M. Castillo** states that he included quarterly, not meaning academic quarters, but four times



a year to allow for something in the summer when more people are available. **B. Kuehnis** says an additional amendment will take precedence over the previous amendment.

**Move** to amend the amendment to change semesterly back to quarterly by removing the parenthesis and question mark under the two results, by **K. Dhillon**, second by **S. Valecha**, motion **CARRIES**.

**Motion** to insert under the resolve Student Life, Success and Equity, Advising programs, Student Housing and Residence life, ASI Student Government, i.e. Board of Directors, Senate, and Professional staff, by **ALL**, motion **CARRIES**. **M. Baron** states that she has a question about quarterly, since we will not be around. **D. Maxion** states that it is for faculty and staff. **K. Dhillon** adds that during the summer, the Executive committee, with the director of Legislative affairs and director of Programming are in office. Everyone else is in office August 1<sup>st</sup> or September 1<sup>st</sup>. **B. Kuehnis** asks if this will be applicable after the summer. **K. Dhillon** states that it would be for each term. **M. Castillo** states that quarterly can be changed to four times a year. There are multiple opportunities and not everyone can attend the trainings. In order to catch everyone in the year, we are offering it four times a year.

**Motion** to adopt the Mandated Undocu-Ally Trainings for CSU East Bay faculty and staff, by **ALL**, motion **CARRIES**.

47:16

F. ACTION ITEM – [Vacant Positions Appointment Process Policy](#)

The Board of Directors will take action on approving potential revisions to the ASI Policy on the Appointment Process for Vacant Positions within the ASI Board of Directors and ASI Senate.

**Move** to adopt the ASI Vacant Positions Appointment Process Policy by **K. Dhillon**, second by **S. Valecha**. **K. Dhillon** states that this policy would supersede the previous policy which did not have enough information and was poorly written. It clarifies the process that the Executive Vice President Chief of Staff and the Personnel committee currently goes about with the vacancies. It outlines basic eligibility requirements and most of the content was taken by the Chair of nomination policy. It articulates who usually sits in the interview committee, the process of the Personnel discussing applicants and recommendations, and forwarding it to the Board to vote.

Motion to adopt the ASI Vacant Positions Appointment Process Policy by **ALL**, motion **CARRIES**.

48:58



G. ACTION ITEM – [ASI Policy on Senate Appointment](#)

The Board of Directors will take action on approving potential revisions to the Policy on the Board of Directors’ Senate Appointment.

**Move** to adopt the ASI policy on Senate Appointment by **K. Dhillon**, second by **S. Valecha**. **K. Dhillon** mentions that this policy clarifies language and updates the procedures.

**Motion** to adopt the ASI Policy on Senate Appointment, by **ALL**, motion **CARRIES**.

49:51

H. ACTION ITEM - [Support of CSUEB’s California Promise Program](#)

The Board of Directors will take action on adopting a resolution in regards to supporting the expansion of CSUEB’s California Program.

**Motion** to adopt a resolution for Support of CSUEB’s California Promise Program by **D. Maxion**, second by **O. Shakoor**.

**Motion** to adopt the support on expansion in Support of CSUEB’s California Promise Program by **ALL**, motion **CARRIES**.

51:11

I. DISCUSSION ITEM - [ASI x Path Water Water Bottle Design](#)

The Director of Sustainability will discuss a collaboration with Path water to design a water bottle for Earth Week and receive feedback.

**O. Shakoor** states that he is currently planning Earth Week and got in contact with an alumni here. His company is Path Water and it is a reusable, aluminum water bottle. He agreed to come out the whole week and table along side us. He will be giving out regular Path water bottles. He gave us the opportunity to design our own water bottles and it takes 8 to 10 weeks to design a bottle. I could not get student input, but Wisconsin University’s student union designed a bottle. Based of this concept of their bottle, I would change it to red and keep the design friendly. Where the Earth is, we could have the Bay bridge and where the Wisconsin Union logo is, the ASI logo would be there. I would keep the small designs as well. Once the mock up is sent to me, I will bring it to another meeting. I am excited that this collaboration is happening. I look forward to seeing you all during Earth week. **E. Pinlac** states that they are right on the cusp. If you submit it today, you have one week for approval. I would get it done as soon as possible.

53:25

J. DISCUSSION ITEM - **Plastic Bottle Ban Resolution**



The Director of Sustainability will discuss a resolution to ban plastic bottles on campus and attaining student signatures in support.

**O. Shakoor** mentions that this has been difficult subject because of our contract with Pepsi. I am inspired to write this legislation and have students in support as well by having them sign petitions during Earth week so that ASI can show the next president that we would want plastic water bottles off campus. If we get the student government side and faculty and staff are on-board with this as well, we could see change in the coming years. Going back to the CSUEB alum of Path Water, he did offer support in writing the resolution and if it does pass, he will donate water stations to our campus. I wanted to get your ideas and input about this. **M. Almeida** states that they recently went to request a proposal for a new vendor and we are still working through the contract piece. Juliann, the former director of Sustainability, wrote the language that goes in the partnership we are hoping to form. We are currently working with Pepsi to identify alternatives, such as glass bottles. For commencement, they offered an Aquafina can version. Unfortunately, smaller businesses can move a little bit quicker than the larger companies. 2021 will be the new contract that goes in place. Julian actually wrote, in partnering with two other campuses, the beverages rights contract. **E. Pinlac** says that **O. Shakoor** does not have any language, the Sustainability affairs committee has drafted a resolution on reducing the use of plastic bottles on campus for 2016-2017, but the Board has not passed one. We can revive some of the language from there. **M. Castillo** states that **O. Shakoor** should move with it and it is important to have the students' voices out there as a part of the resolution. **E. Sanchez-Martinez** asks if Pepsi decides to go with the new contract that designates aluminum water bottles, would Amir, from Path Water, be able to donate water stations. **O. Shakoor** states that he would have to get back to him. It was an initial conversation and I can follow up to find out more. I know that only 10 % small vendors can operate under the Pepsi contract and he is not apart of that 10%. **M. Lee** states that they have to be careful about unintended consequences. The issue here is about plastic water bottles. If we switch placing water from plastic water bottles to cans, under a contract, that is not addressing the issue. We need to be careful of what is to be achieved. If we ban plastic water bottles, which we should on campus, then it should be in favor of reusable water bottles and refillable water stations. We have to make sure that water is not placed in any disposable container of any kind. **D. Maxion** states that she wants to know what S. Valecha thinks, since he works in the Dining Commons. **S. Valecha** states that he is the marketing intern and I do not do the promotional sales. If you look at it, everything will be switched. All the sodas in the market and every other retail location also will be replaced. I do not think the school has enough money to replace everything to a more sustainable option. I am all for sustainability. I cannot speak for Chartwells, until I talk to my boss. **M. Baron** mentions that



there are glass and aluminum bottles of Coke and Pepsi. **S. Valecha** states that we would have to look at the cost because everything is expensive in the Bay Area. **B. Golez** states that it is our best interest to get more filling stations on campus versus replacing plastic bottles with aluminum. It goes back to what M. Lee was saying that language can create a gray area. I would look into how many signatures would be needed to show that students are interested in sustainability and that this something that the student government is pushing for. If we are doing it during Earth Week, that is about 2,000 signatures. **M. Almeida** states that Juliann is a great resource and she was an expert at Cal Poly San Luis Obispo and Stan State. She was leading the entire group on this. For the donations, usually we have exclusivity and donations are outside of that. If Path Water is willing to donate, it is great to give back to campus. **E. Pinlac** states that he wants to touch on B. Golez's part about the signatures. There is no limit to signatures, but if we did do a petition during Earth week, we can have 2,000 to 3,000 students supporting us. It adds more weight to the resolution and our position on it. **S. Valecha** states that they are in the works of trying to move all plastic utensils and straws at all retail locations. **D. Maxion** mentions that at the Presidential forum, there was a large number of students and the most talked about topic was sustainability and carbon neutral initiatives. I think this is something that we should push forward. I am sure you will get support for it.

1:03:38

VIII. SPECIAL REPORTS:

A. Director of Legislative Affairs

**B. Kuehnis** states that Y. Ortega-Huerta did not send her anything and it will be pushed to the next meeting on the 19<sup>th</sup>.

1:03:55

IX. ROUND TABLE REMARKS

**E. Pinlac** states that if you are not registered to vote, the last day to register so that you can vote for the primaries is February 18<sup>th</sup>. Please register to vote and this is the first time that California is early in the primary election. Usually, we vote in June, when the decision is already made.

**L. Vu** mentions that she just came back from the Health center. I wanted to give some information on the counseling services this year. We do have two new counselors. One of them, we talked about having counselors at the dorms starting fall 2020. They are not starting it this semester, but they will be in the residence area three days a week. They will update me with the hours for that. They just had their first staff meeting yesterday. You can do group sessions at the student health and counseling services web page. A new initiative that they are starting this semester is every



Wednesday, is walk-in Wednesday. There will be a one-hour timeslot where you do not have to make an appointment. I created a Google form letting everyone know that if you have more questions, you can fill it out. I can take them when I meet with them every other Wednesday and get back to you.

**K. Dhillon** states that he is happy to say that we finally wrapped up the interviews for Senator of CEAS and Transfer students. During the Personnel meeting in a couple of minutes, we will be discussing the applicants and will be sending recommendations for Wednesday. Also, we approved three resolutions today so good job everyone.

**C. Magee** states that next week is Homecoming, if you did not already know. In terms of athletic events, we have eleven events in three days, the 20<sup>th</sup>, 21<sup>st</sup>, and 22<sup>nd</sup>. It is basketball, baseball and softball season. They have home games this week. On the 20<sup>th</sup>, the men's basketball players play UCSD and it will also be President appreciation night. We will also recognize the men's basketball coach at the start of the game. **Keep an eye out for up to date information on social media and our website.**

**S. Valecha** states that he and Dessiree Cuevas have collaborated on the It's On Us event for tabling and activities. I am sure she sent you all an email. If we can get all hands-on deck with that, it would be awesome.

**B. Golez** mentions that her first financial literacy workshop is next week on Wednesday, February 19<sup>th</sup> at 12:15-1:15 p.m. It will be in VBT 135 and the capacity is 16 people but there will be food, coffee, and tea. Food being donuts, snacks and fruit. Tell you friends. I would like to see all 16 seats filled up and remember it is one of the initiatives. I am very excited for this.

**E. Sanchez-Martinez** states that everyone heard C. Magee state that Homecoming is coming up and I am running on the behalf of ASI. We got our floats. Make sure to reach out to Karen and we can decorate our range rover. I know we have a lot of pride in the office and now it is time to step out and be out there to show everyone how proud we are to be ASI and Pioneers. I really recommend you come to the events. We have Pioneers around the world rally at the RAW on Tuesday and the Pioneer Pride fashion show. There will also be private disco at 8 p.m. at the RAW. We have other events like the Marching band parade on Thursday at noon and that is where our floats will be. Campus service day is Friday, February 21<sup>st</sup> from 9 a.m. to 4 p.m. We are also having donuts and coffee on Saturday and Forever Pioneer family fun day. I suggest you bring your family. Crowing is on Saturday at the basketball game, so please come out.

**M. Hinrichs** says that it is not too late to enter into the office door decoration contest. We would love it if Associated Students shows out.

**M. Almeida** states that the Senior Resident Assistant interviews were just completed and this weekend will be the RA process. We received 100 applications for 45 positions. We also have RHA which are our residents on the behalf of pioneer heights. Next week, we will be starting something



new where we do our returning resident process. Those who are returning first-year students will have their own day to apply for a contract. This year, the application will be a lottery style and it is random. Next year, 86% of the freshman this year, will be able to remain on campus. We have been between 70% and 80% in these last couple of years. We are increasing that to match the demand we have been seeing. Lastly, the wait-list, which is usually on paper and by phone, will be moved to the housing portal. Residents will be able to log into their portal and see where they are at on the housing waitlist. I am happy to answer any questions.

**P. Regalado** states that the book panel turnout was nice. The Associate Dean followed up and asked to do something again with it because the people who spoke and the students that came, they seemed to like it.

**1:13:05**

X. ADJOURNMENT at **1:15 PM**

Minutes Reviewed by:

**Chair of the Board**

Name: Bronte Kuehnis

Minutes Approved on:

**2-19-2020**

Date

