

Board of Directors Meeting Minutes September 4, 2019

- I. CALL TO ORDER at **12:14 PM**
- II. ROLL CALL
Present: Daisy Maxion, Kabir Dhillon, Bronte Kuehnis, Siddharth Valecha, Brittney Golez, Omer Shakoor, Euridice Sanchez-Martinez, Lynn Vu, Antoinette Milano, Martin Castillo, Erik Pinlac, Mark Almeida, Carter Mcbee, Michael Lee, Andrew Yunker

Late: Melissa Baron, Riley Millar, Patricia Regalado, Daisy Padilla, Yajaira Ortega-Huerta, Marguerite Hinrichs
- III. ACTION ITEM - **Approval of the Agenda**
Motion to approve the agenda by **K. Dhillon**, second by **L. Vu**, motion **CARRIES**.
- IV. ACTION ITEM - **Approval of the Minutes of August 21, 2019**
Motion to amend the minutes of August 21, 2019 by **K. Dhillon** to strike out language used in special reports section B where it states FIY's to First Year Mentees, second by **S. Valecha**, motion **CARRIES**.
Motion to approve the minutes of August 21, 2019 by **K. Dhillon**, second by **O. Shakoor**, 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.
- VII. NEW BUSINESS ITEMS:
 - A. INFORMATION ITEM - **Elevator Upgrade Project**
The Board of Directors will be provided updates on the repairs and upgrades to elevators across campus.
 - B. Kuehnis** carries the item over to Chuck Copus, he is a project manager with the Pioneer Science Structure here on campus. We have a project to modernize three elevators on campus like Meiklejohn, Art and Education and the new elevator in the Science building. Currently, the elevator in Meiklejohn is complete and the inspector will be here on Tuesday the tenth. The

510.885.4843



associated.students@csueastbay.edu
www.csueastbay.edu/asi



25800 Carlos Bee Boulevard
Old Union #314, Hayward, CA 94542



elevator in the Arts and Education building is being finished up and will be inspected on Tuesday the tenth. The elevator in the Science building will be held off until the Science Fair in October at the request from the College of Science, by November first instruction for renovation will happen and will take three to four months to complete. We still have some outstanding tasks to be completed, in Meiklejohn and Arts and Education elevators that we are postponing just so we can get them up and running. In Meiklejohn, we are replacing the hydraulic jack that lifts up the elevator, we postpone it until a later date like winter break. All three elevators are going to need a new interior finish, with the doors having a stan steel wrap, all the controls, electronic and hydraulics have been replaced in the elevators like if they were brand new. The elevators now work faster and more efficiently, hopefully everyone is happy once they are completed. We also have the budget to do three more elevators for the next fiscal year and we are working through the campus in order to get it more modernized. The Fire Marshal is coming on Monday to test out the new firearms system, and again the State elevator comes on Tuesday, hopefully everything passes to get things running, if there are any outstanding items I will be in contact.

7:35

B. INFORMATION ITEM - [Senate Meetings](#)

The Chair of the Academic Senate will review 2019-20 BC 2 in reference to the process of Senate meetings and how students can become involved in academic governance. The Board of Directors will be briefed on changes to standing rules on reports. **M. Lee** states that this is his second year as Academic Senate Chair, this year I am trying to make a difference, one of the things I am trying to improve is to be more like ASI and be more representational in our Senate meetings. It became more like a public forum as opposed to representational system, we have a system of Elected Senators from various constituents on campus. Four out of the fifty senators are from ASI like CEAS, Science, CLASS and CBE. During meetings, as Chair I will not recognize nonmembers as in terms of not giving them the floor to speak, like how in directors' meetings you would normally give someone two minutes to speak. We do not have that and might introduce it this year, but we do not recognize people who are not part of the Board of Directors. I as the Board will not be recognizing people unless there is a vote of the Senators to force me to do that. This is in our Constitution, bylaws and standing rules, so the idea being if the students wish to influence Senate policies or engage in the process they can discuss it with the four Senators to bring in motions or new information. But will not have the floor to discuss the items even though anyone is allowed to come into the meetings. Also, we are moving to having written reports in order for the meeting to move more efficiently. We have standing reports from the chair United States statewide Senators, Province, President, CFA and from ASI. We are asking that ASI Senators who wish to make a written report be sent the Thursday before the Tuesday Senator meetings. I will give you a list of all of those dates. The

510.885.4843



associated.students@csueastbay.edu
www.csueastbay.edu/asi



25800 Carlos Bee Boulevard
Old Union #314, Hayward, CA 94542



idea being that the report will be distributed through Google Documents to all the Senators and they can come with questions as opposed to making an oral presentation. An oral presentation can still happen if there have been any changes since that Tuesday. I will be reaching out to all four Senators once the Senator of CEAS has been appointed. I will talk and coach them about the best format to use for submitting a written report and work with them on how to become the voice for ASI. If ASI wishes to get written reports to the Academic Senate for that consideration it will be towards one of your four Senators. One of them will show up at the meeting and give the report and another one will send out that report. This is different from what we have done in the past, if you have any questions, I also sent this BC. This is an open message to the University community, since everyone needs to know that you cannot walk up to a Senate meeting and make a presentation, one would have to be recognized. **R. Miller** states that if any teacher can come to us rather than you. **M. Lee** states that any Academic Senator can represent any constituents on campus, but what this message is trying to do is have people go through the recognized entity. For example, if you are a Faculty member from the Department of Science, you would have to go through your Science Senator. If you are a student and you want a student issue taken up then you would go to Student Senator. Another thing is that we have moved to Google Documents and not a website. Now all the documents coming from our system will go to the Google drive. If you have a csueastbay.edu and are a representative of ASI you are able to see the Senate shared drive and see all the document but if you don't have an East Bay email then you won't be able to access it. This is a message to all, if you would like the Board to have this access and don't have an East Bay email, you can give me a list with everyone's email in order to have it shared. This won't be a public document until it has passed through a process to make it a public record. **A. Milano** asks if I want to bring an item in for the agenda, would I have to talk to all four Senators. **M. Lee** states that she would have to bring it to the Executive Committee, which is me or have two thirds vote majority with the Senators to be placed in the agenda. If you have an issue, you can go to any of the Senators but we need to address an issue that a student wants to bring up or an issue as ASI. Antoinette can also go to her Concord campus if she has any issues too. Next, we also created a master list for students to fill in those positions, ASI will appoint these individuals. The list will also have their contact information and the name of the committee that they would like to join. I will be the point of contact for ASI's Senators but one could also reach out to the Directors. **K. Dhillon** states that referring back to the ASI Board access to the Google Drive, he has all the Board emails and that he could send them to Michael, in order to make it easy for email to have access to the drive. **M. Lee** states that he could put the two files together in order for everyone to have access even though they do not have an East Bay account. **E. Pinlac** states that the membership on the committee in the bylaws states that in order to be on the committee you have to be on the Academic Senate. I think the challenge you have in the past is having these four people with all these different committees. **M. Lee** states he will look into that since it is not his

510.885.4843



associated.students@csueastbay.edu
www.csueastbay.edu/asi



25800 Carlos Bee Boulevard
Old Union #314, Hayward, CA 94542



understanding but he will look into that and give him a response before or on the next meeting to clarify it. As far as my understanding, you do not have to be an Academic Senator to be on the committee, but will confirm back to you. **A. Milano** asks how would I get access to the table in the presentation? **M. Lee** states that it is in the Senate share drive. If you have an East Bay email it will be there, all the minutes and agendas will be in the drive. If you are on the sub-committee you will have access to sub-committee documents.

19:40

C. INFORMATION ITEM - **Know Your Rights Campaign**

The Associate VP of Student Affairs will update the Board of Directors on the pro-bono services of immigration attorneys that will take place beginning September 24, 2019. **M. Castillo** states he briefly went over this topic in the last meeting. I am the point of contact for the moment for any immigration related issues on campus. If you know anyone who has concerns you could share my contact with them. This year we have received funding by the Chancellor's office and now all CSU's will host lawyers on campus. For our campus, we will host lawyers twice a month, from 10:00am until 3:00pm. We have alternating Tuesday's and Wednesday's for those who have only Monday and Wednesday classes or Tuesday and Thursday classes. The dates are also posted on the website for Undocumented students, www.csueastbay.edu/undocumented/, we also set up a space that will be private and confidential. It has not been published, due to not wanting protest or political havoc. There are six of us appointed to this task force to guide them through the appointment process and where to meet the lawyers. The lawyers are very happy to do an education program on Know Your Rights and have been in communication with Bronte to plan for later this month. They are very informed, like in the case of Isabel who was a Concord student and apart of ASI and she is now facing deportation even though she has medical issues. These services are for any current student, faculty, or staff member or their families. **B. Kuehnis** states that the first workshop will be scheduled for September 24 from 12:30pm to 1:30pm in UU-307 ABC. **M. Castillo** states that one lawyer will be showing the presentation and the other lawyer will be with the scheduled appointments. **B. Kuehnis** states that one of the lawyers will be coming into our next meeting to answer any questions. **M. Baron** asks if they have flyers that they can pass out. **M. Castillo** states that they are working on it and that they will be shared electronically. **D. Maxion** asks how they suggest we go about promoting these services. **M. Castillo** states that they are promoting where the students will be meeting and will only be collecting first name and last name initial. Part of the university felt that they would be part of the Open Public Records Act, so they would have to hand over that information to the Feds if they ever ask for it. Once the student connects with the lawyers then there is that privilege of privacy. **D. Maxion** asks if there is a permanent coordinator to do these duties. **M. Castillo** states that we are part of three CSU's who do not have a permanent location to host these programs and not a set person to

510.885.4843



associated.students@csueastbay.edu
www.csueastbay.edu/asi



25800 Carlos Bee Boulevard
Old Union #314, Hayward, CA 94542



coordinate the program. We have five other Faculty members and students helping to run the service. **D. Maxion** states that she would want to clarify that it is not an extension to the GANAS program. **M. Castillo** states that people tend to think that this is a Latino Issue, but in our campus, there are more API students who are in this situation. Which, if we serve this program to be part of GANAS people might think that these services are just for that community when in reality it is for everyone.

26:48

D. ACTION ITEM - **ASI Senator of CEAS Appointment**

The Board of Directors will take action on the appointment of the ASI Senator of CEAS Position.

Motion to appoint Laura Anderson as the ASI Senator of CEAS by **K. Dhillon**, second by **Y. Ortega- Huerta**

K. Dhillon states that Lauren was the only applicant that was eligible. Riley and Daisy were with me during the interview that happened in the summer. She is an International Studies major and works in the International Studies Department. She is very excited about tabling and taking on this new position. **M. Lee** states that International Studies is not part of CLASS.

Motion to postpone indefinitely to appoint Lauren as the ASI Senator of CEAS by **M. Barron**, second by **O. Shakoor**, motion **CARRIES**.

30:12

E. ACTION ITEM - [Alumni Wall/Website Policy](#)

The Board of Directors will take action on the adoption of the Policy on Alumni ASI Board of Directors & Senate Wall and Website.

Move to adopt the Alumni Wall/ Website Policy by **S. Valecha**, second by **O. Shakoor**, motion **CARRIES**.

Y. Ortega-Huerta asks if they can postpone this action item until next meeting.

K. Dhillon states that the purpose to this is to add the Senators to the website and not to the wall. **A. Milano** asks if there is a cost to the school or ASI. **B. Kuehnis** states that there is not.

E. Pinlac states that this wall is like a recognition. We got this idea from San Diego State and they realized when they did that their alumni were doing great things for the community. As of right now there is not enough space for the Senators on the wall. We want this to be an incentive to be on the Board of Directors and for the Senators to graduate up to the Board of Directors. It shouldn't cost us any more than it would costs to do anymore to the website.

35:34

F. ACTION ITEM - [ASI Policy Agenda 2019-20](#)

510.885.4843



associated.students@csueastbay.edu
www.csueastbay.edu/asi



25800 Carlos Bee Boulevard
Old Union #314, Hayward, CA 94542



The Board of Directors will take action on the adoption of the ASI Policy Agenda for the 2019-20 academic year.

Move to adopt the ASI Policy Agenda 2019-20 by **K. Dhillon**, second by **A. Milano**, motion **DIES**.

Motion to postpone the adoption of the ASI Policy Agenda until next meeting on September 18, 2019 by **Y. Ortega-Huerta**, second by **K. Dhillon**, motion **CARRIES**.

E. Pinlac asks why they are postponing the action item. **D. Maxion** states that the Policy agenda is not yet finalized. We don't want to adopt something that isn't finished. **R. Miller** asks if they can adopt and then amend it the following meeting. **D. Maxion** states if we amend it then there will be a lot of amendments and we will have to approve each amendment. **E. Pinlac** states that whoever hasn't completed their part to please do so that way the Board can vote with full confidence. **O. Shakoor** states if someone needs help to let them know.

39:14

G. DISCUSSION ITEM - **Refill Stations in Concord**

The Board of Directors will discuss the installation of three refill filtration stations on the Concord Campus.

A. Milano states that she is still leaning protocols but has copies of the prices of the products that she has been looking into. If we were to buy from purchasing the price they are giving me is \$773 for one. As opposed to \$500 and it is through Home Depot. According to my research Home Depot matched prices from Walmart but not from Amazon. I would like to get the price as low as possible. Concord Campus is already donating one and I want to purchase two more along with some filters. As of now, the filters and everything else is adding up to \$1,855. We would put one next to the library, one to close to ASI and the other one at Contra Costa Hall. We will be putting placards that states it was donated by ASI 2019-20. **R. Miller** asks if the price match items are the exact same products. **A. Milano** states that she has not checked but she will make sure they are the exact same. I do believe they are the same because I have been looking at them. **S. Valecha** states that we have a few of them on campus and if she has been in contact with that specific vendor. **A. Milano** states that she has and that is who she is talking to. I am trying to get the exact same product. **E. Pinlac** states that she should check in with the University Plumbing to make sure it is the proper model. As well as work with the University because they might have a company they already work with. My last question, is if you are suggesting for this to come out of the Boards budget or your budget. **A. Milano** states it would be my budget. **M. Almeida** suggest to reach out to Robert Andrews in facilities and see if it already is in the works to upgrade. **O. Shakoor** asks if installations are included in her pricing. **A. Milano** states the it is included because I have talked to Cecilia and they will cover the cost of it. **Y. Ortega-Huerta** asks if she reached out to Britta or any companies that makes these products because in Cal Poly they got theirs sponsored by them. **A. Milano** states she did not

510.885.4843



associated.students@csueastbay.edu
www.csueastbay.edu/asi



25800 Carlos Bee Boulevard
Old Union #314, Hayward, CA 94542



go to any other source. If I went with another brand we would be dealing with a different construction. It would be easier to go with what we already have. **S. Valecha** suggest to still reach out to these companies. **M. Barron** states that because we already have one brand on campus they might not let you work with the competitor. **E. Pinlac** states that before you reach out to sponsorship we should look into it because there is a lot of complications around it since we are a non-profit organization. We should see if the University will cover this maintenance because I don't see why students need to pay for their water. **A. Milano** states that as long as it happens this year. That's why I was willing for it to come from my budget. **M. Lee** suggests to reaching to the Jillian the Director of Sustainability.

51:02

VIII. SPECIAL REPORTS:

A. Director of Legislative Affairs (2 minutes)

Y. Ortega-Huerta shares information on how to support Isabel's cause. We will have a march and a rally on Friday. I will start at 4pm at the RAW and will end at City Hall. We are looking to have as many student speakers. This event has been put on by students that are part of SQE as well as Daisy, I and a professor from this University. Please come out and support. We will also be having the Know Your Rights campaign and I will be sharing the flyers. Please come and show support since this is the first time they will be on campus. I am also collaborating with the Census people to raise awareness about the Census. If you have any questions let me know.

B. Senator of CBE (2 minutes)

B. Golez states that she will be tabling soon. Finesse your Finances workshop will also be happening soon. I have a contact for it. Just keep an eye out for the date and flyers. I have the Student Advisory Board meeting which are going to consist of the Business organization and we will be having meetings. I will update you all and if you want to collaborate just let me know.

C. Senator of Science (2 minutes)

D. Padilla states that after tabling she got feedback from the students. They would like to have more outside tables and I will be working with the Dean to get that going. We have approved new furniture for the Cave and it will come around December. I will also have a Chemistry magic show for the students and professors so they can get more into science.

55:18

510.885.4843



associated.students@csueastbay.edu
www.csueastbay.edu/asi



25800 Carlos Bee Boulevard
Old Union #314, Hayward, CA 94542



IX. ROUND TABLE REMARKS

O. Shakoor states that he was able to meet up with Jillian. If anyone is interested in getting bamboo cutlery and a reusable straw from the Sustainability Department, he would need everyone's availability so they can set up a zero-waste training workshop. On September 19, 2019 the Sustainability club will be tabling outside the library or the New Unions. They will be spreading awareness about the World-Wide Climate Strike. I do plan on having a table out there and there will be poster making. The strike is on September 20, 2019 and I am inviting all of you to go.

M. Hinrichs looks forward to working with everyone. If you haven't registered for the Leadership Conference, please do so. If you would like to hold a workshop you still have time to submit a proposal.

E. Pinlac states that next Thursday we will have Trivia night from 7:30pm to 9:30pm and on September 17 we will be putting on *Detective Pikachu*.

M. Castillo states that construction will start the beginning of October. They will begin to fence off the areas of the New Unions. They will be doing a concrete pour but it will be in the morning of October 18, 19, 20.

L. Vu states that Field day is happening the same day as Board meeting but if you can make out before the meeting, it would be great. It will be a lot different this year and I will be sending out flyers.

R. Miller states that we had our first official ASI podcast, *ASI Today*. I will be bringing in Senators and hopefully at some point all of you can make an appearance. Hopefully we can work something out. It is on every Tuesday at 2:30pm and can be found at mixler.com

K. Dhillon states that the tasks list is due next Wednesday. The purpose is to keep you on track and accountable. We will be sending out the application for the CEAS position again and try to get them in quickly. We want to set up the committee members seated by the end of the month.

M. Lee states that you don't have to be a Senator to be on a committee. It is open to anyone who is eligible. I have sent the qualifications and bylaws to three of you. Because we are already into the academic year it does not require an election. The BOD can appoint someone.

B. Golez states there is an opportunity to host a workshop at the Student Leadership Conference. We should do it since we are student leaders on campus. Also, the ASI app is still in the works and we are really trying to make it happen this year.

E. Sanchez-Martinez states that the week of September 23-27 is Semana de Nuestra Gente. I am working close with Chicano/Latino. On the 23rd we will be having Puerto Rican cuisine, the 24th is Loteria night and the 26th is the ASI bash which will be Hispanic Heritage theme. Each club and organization will have a different country. They will provide information about those countries and how we can help them.

Y. Ortega-Huerta congratulates everyone and appreciates everyone's support. Reminds everyone to continue to support one another.

1:04:43

510.885.4843



associated.students@csueastbay.edu
www.csueastbay.edu/asi



25800 Carlos Bee Boulevard
Old Union #314, Hayward, CA 94542



X. ADJOURNMENT at **1:19PM**

Minutes reviewed by:

Chair of the Board

Name: Bronte Kuehnis

Minutes approved on:

9-18-19

Date:

510.885.4843



associated.students@csueastbay.edu
www.csueastbay.edu/asi



25800 Carlos Bee Boulevard
Old Union #314, Hayward, CA 94542

