

Board of Directors Meeting Minutes September 18, 2019

I. CALL TO ORDER at **12:05 PM**

II. ROLL CALL

Present: Daisy Maxion, Kabir Dhillon, Bronte Kuehnis, Melissa Baron, Riley Miller, Siddharth Valecha, Patricia Regalado, Brittney Golez, Omer Shakoor, Euridice Sanchez-Martinez, Martin Castillo, Erik Pinlac, Marguerite Hinrichs, Michael Lee, Andrew Yunker.

Late: Daisy Padilla, Yajaira Ortega-Huerta, Antoinette Milano, Mark Almeida.

Absent: Lynn Vu, Ali Cerminara.

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

Motion to approve the agenda by **K. Dhillon**, second by **S. Valecha**, motion **CARRIES**.

IV. ACTION ITEM - **Approval of the Minutes of September 4, 2019**

Motion to approve the minutes of September 4, 2019 by **M. Baron**, second by **K. Dhillon**, 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.

2:26

VI. UNFINISHED ITEMS:

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

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

Motion to approve the ASI Policy Agenda for the 2019-20 academic year by **K. Dhillon**, second by **S. Valecha**, motion **CARRIES**.

D. Maxion states that she reviewed it last night, it is just a draft as of right now and a pamphlet is going to be made for our ally ships and students. We want to keep our goals and initiatives very



transparent and have it as an invitation for those who wish to pursue these goals with us. I want to thank everyone who has participated in posting in the draft. **E. Pinlac** states that they will be coming up with a completely new template. **K. Dhillon** states that Mojgan Nasrollahi is working to make it look all nice and professional, once she is done with that it will be available on our website.

4:32

VII. NEW BUSINESS ITEMS:

A. INFORMATION ITEM - **Know Your Rights Presentation**

The Board of Directors will be presented with information that will be open to students and faculty/staff at scheduled educational workshops led by immigration attorneys. **B. Kuehnis** carries the item over to one of the seven attorneys from Immigrant Legal Defense, **Laura Polstein**. **Laura Polstein** states that they are scheduling appointments and workshop days throughout the year to provide immigration legal services. This is a statewide effort from all CSU's to receive immigration services; we are one of four nonprofits providing the services around the Bay Area. We are here for the student, faculty, staff and campus community to provide legal services completely free of charge. We are going to be scheduling appointments through **M. Castillo**, just wanted to let everyone know: we have our first appointment this upcoming Tuesday. My reason for being here today is to let everyone know that we are going to be coming throughout the year and to please refer anyone that has questions about immigration. We are excited to be here and help the community; I will now open it up to any questions regarding our services or workshops. **D. Maxion** states what is Laura's agency called. **Laura Polstein** states that it is called Immigrant Legal Defense. We go by our acronym ILD and our website is www.immigrantlegaldefense.org, we are a newly formed organization and are all experienced in our field for over a decade. **D. Maxion** states what the best way to promote these services is. **Laura** states that she finds that people react differently, I would say if you have any questions or issues regarding immigration then to just make a consult, a lot of folks are hesitant about self-identifying themselves or have a question about their family regardless of these services are available to them. I would just promote we are here; these services are free and we are here for anybody that has questions regarding immigration even if it is for someone else. I would also like to mention that anything that is discussed during the consult is confidential. Appointments will be made at the AACE Student Center, this provides a level of protection towards students since the center provides other services and people would be able to blend in. One last thing that I want to mention is that it's really good for those people that have been here for a long time, who talked to an immigration lawyer five or ten years ago and were told that there were no options, should



come and talk to us, since immigration law is always changing. The news might portray that immigration is going in a bad direction. However, some good things are out there for people. Therefore, it is good for people to check in with an immigration attorney, for example, going to the doctors for a checkup, just to see if you qualify for anything. **M. Castillo** states that were only tracking first name and first initial of the last name, since we do have an open Public Records Act and I would have to submit names if that was ever requested. **Laura Polstein** mentions that all these services are free and that if they do represent people in cases it will also be free.

10:20

B. INFORMATION ITEM - CORE Construction

The Board of Directors will be briefed on the CORE building plans and the potential impacts on students and faculty/staff.

Sharon Chen-Bateman states that they are trying to get a permit by State of Fire Marshall. Currently the project is on the bidding process, the drawings is out on a stream, it is an open bidding package and there are three bidding process. By next Tuesday, we will know the bid amount versus the budget. Another thing we are here for today is the access of building the new building in the middle of campus. The construction will take about two years and we will need a plan as to how people will get around. The two roads that will be closed during construction is the walkway from the dorms to the Agora stage. The walkway from the Library's second floor to the Agora stage will be rebuilt into a twenty-four wide stairway that will be gradient less than five percent for wheelchair access. As of right now many people are going through the old trailer route, which is where the new building is going to be located. After the two years, that access will no longer exist. It is going to be a big impact for everyone until the building is completed. The new walkway by Meiklejohn will be done by late September and possibly the first or second week of October. There will be a safe alternate route from the bus stop and housing that anyone can use. On the opposite side, the stairs next to the Library's second floor will remain open. The other accessible route is the walkway and stairs that come down by the Health Center. We are proposing these two routes for the next two years. We have also been working with Derrick from Transportation and shuttle services. He suggested adding a shuttle stop behind the Science Building. He suggested if there are any students with wheelchair that needs to get on the shuttle that the driver can drop them off at any intermediate stop. **M. Baron** asks how they will approach the parking issue and construction. **Sharon Chen-Bateman** states that the overflow parking will be designated for the constructors. That will be their designated parking and trailers and will not be allowed to park anywhere else. **R. Miller** asked if students would be given more spots since they will be taking their spots. **Sharon Chen-Bateman** states she isn't working on adding more



parking. However, Derrick might have a vision to extend the overflow parking. Anyone who has a handicap-parking permit will be able to park in Staff parking area. **M. Lee** states that accessibility on campus is already not that great on campus. We tried proposing to extend the time that students get from walking from one class to the other it was rejected. The disabled students would be at a disadvantage and will be arriving to class late. We need to find solutions that will help our students not put them at a disadvantage. **M. Lee** asks if we know how many people are affected. **Sharon Chen-Bateman** states that all we have is accessibility services. **M. Lee** states that he wants to raise awareness to the body of students and that we need more resources in this process. **Sharon Chen-Bateman** states that there are groups of people who have been meeting bi-weekly to come up with other options. IT has been going into buildings to add zoom to classrooms. **Sharon Chen-Bateman** adds that they are open to suggestions and willing to solve the challenge together. **Y. Ortega-Huerta** express the concern that there will be less space for students to park. She adds how we can make up for those spaces that will be taken up by construction workers. **Sharon Chen-Bateman** states that the construction workers are required to park a certain distance away from the construction area and the overflow parking is free parking. **K. Dhillon** quotes the school website, states that “overflow parking lot closes at 5 p.m. and any vehicles in the parking lot after 5 p.m. will be cited”. **Y. Ortega-Huerta** asks if there is a way to increase the hours because students with night classes are required to move their cars from the overflow parking. The overflow parking lot does not also accommodate for accessibility issues as well. **M. Castillo** states that Sharon cannot be the one to address these issues, but Derrick Lobo can be invited to the next meeting to address some parking related issues. The overflow lot closes for a safety perspective and Derrick would be open to hearing suggestions and recommendations. **M. Almeida** states that students will find it hard to drive around the construction and park further away. He suggests that the construction workers are pushed to the end of the parking lot. We do not have enough accessibility stats. We surveyed the students on how we can best serve them through the period of construction. **Sharon Chen-Bateman** states she will reach out to Pam in accessibility services to create a survey and provide information on who to contact. **R. Miller** asks are there any students with accessibility needs in the meeting about accessibility. **Sharon Chen-Bateman** answers that there were no students with accessibility needs, only the staff was involved. **R. Miller** asks if they are willing to open up the meeting to students with those needs. **Sharon Chen-Bateman** says that they are willing to open the meetings to people with accessibility needs. **Sharon Chen-Bateman** says that Derrick’s concern is the loose gravel and the movement of the construction vehicles. The parking in the front was given to them to limit the movement of the construction vehicles. **E. Pinlac** suggests that if there is a staircase built from the overflow lot through lot A or B, it would be easier for students to get to



campus. **M. Baron** states that it would be a good idea for the accessibility office to review the plans. **Sharon Chen-Bateman** adds that a meeting had to review and choose a location. **M. Baron** asks if the accessibility office was okay with the plans. **Sharon Chen-Bateman** states that accessibility's main concern is for students to get between buildings. In terms for parking related questions, all the buildings have a designated parking space. **Sharon Chen-Bateman** adds that the idea of opening some of the staff parking lot to students is being considered. **M. Baron** adds that transportation should also look at the plans. **M. Castillo** states that students did review the plans and a new way of getting around has to be considered. All of the issues should be addressed to Derrick. **Sharon Chen-Bateman** says that the next step would be to have a student representative in the next meeting.

40:20

C. INFORMATION ITEM - **Simple In/Out System**

The Associate Director of ASI will brief the Board of Directors on Simple In/Out, which will replace the current office hour's clock in system.

K. Disharoon states that many have already started to use this system, but for those who were not aware, there were two big boards behind the ASI door that were filled with fifty names. We removed those boards and bought into a cloud-based system that allows everyone who is in the Board of Directors, Senates and full-time position to monitor where they are for example; in a meeting, class, campus or office. It is called Simple In/Out, we are in a trial system, when you log into the system you could update your status. On the left-hand side, you will see everyone who is in the office; one would have to reorganize themselves since the computer doesn't know the placements for everyone. By clicking the setting buttons, you could make everyone's profile picture appear and see details. The way I have mine set up is by creating groups for everyone, and everyone that is working is on the top and people who are not working are in the bottom. The system was created for Kabir, who is listed as a manager in the system and if you are running late, you can update it on your phone with the app. You can also create a beacon in the office that way when you walk into the office it signs you in and if you're leaving the office, it signs you out. The front desk will also be one of the administrators and will have the chance to change someone's status. For Antoinette Milano she has the ability to clock herself in and out, even though she is located at the Concord Campus, the system is not at the Concord Campus but if it needs to be, we will place one. I have used this at Sacramento State it is a good system to keep track of who is coming in and out, and for Kabir to have accountability for everyone on the student government elected individuals. **Y. Ortega-Huerta** states if we could go on simple in/out. **K. Disharoon** states that your computer should remember you and how you have everyone laid out. **Y. Ortega-**



Huerta states if you press the free trial. **K. Disharoon** states that no you do not press the free trial even though it would not allow you to do anything like a payment. We are going to wait until forty-five days to decide whether we will continue with the system, then after we turn on the account we have thirty days to pay them. We are planning to do an annual subscription; I recommend downloading the app if you have any questions let me know. **E. Pinlac** states that everyone should have received an email through your ASI email; you would have to create a username and password, in the meantime, if you don't have it the front desk will sign you in or out. **K. Disharoon** states that he has created profiles for everyone.

50:42

D. ACTION ITEM - **Finance Committee Appointments**

The Board of Directors will take action on the appointments of potential members of the Finance Committee.

Motion to appoint Eman Nagi, Isaiah Schutz-Ramon, Melissa Szeto, Francisco Aguilera to the ASI Finance Committee by **K. Dhillon**, second by **S. Valecha**.

M. Baron describes the candidates. Isaiah has experience with personal finance and different software. Francisco has experience with excel and currently has an internship with corporate finance. Melissa cannot be appointed because she is currently employed at the front desk. Eman was an FYI last year and has experience with personal finance.

Motion to amend the original motion to appoint the Finance Committee members by striking out Melissa Szeto from the appointments by **M. Baron**, second by **K. Dhillon**, motion **CARRIES**.

K. Dhillon states that normally appointments for Senators do not come up during the Board of Directors meeting, unless under extreme circumstances like this one. The Personnel Committee is the one that address the recommendation for appointments. **O. Shakoore** states that going into the future the Personnel Committee will be the one appointing new members. **K. Dhillon** states that yes, the Personnel Committee takes care of appointments and I would prefer not to have appointments discussed in Board of Directors meetings, since there are more important issues to be discussed. **E. Pinlac** states that Kabir has opened up additional Personnel Committee Meetings to address the appointments of Committee Chairs before the deadline, which I believe is the end of September. **K. Dhillon** states that he would like to clarify that a Personnel meeting will be held on Wednesday, September 25 and Friday September 27. I suggest for those who still need to appoint members to discuss them on Wednesday in order to appoint members by Friday.

Motion to appoint Eman Nagi, Isaiah Schutz-Ramon, and Francisco Aguilera to the ASI Finance Committee by **ALL**, motion **CARRIES**.

1:24:30



E. ACTION ITEM - [ASI Bylaws](#)

The Board of Directors will take action on the adoption of the revised ASI Bylaws.

Motion to adopt the ASI Bylaws by **K. Dhillon**, second by **A. Milano**, motion **CARRIES**.

E. Pinlac states that he would like to discuss the timeline, after this, I will get it reviewed by a legal counsel to make sure there aren't any flaws. Then we would need five hundred signatures from the board and students in order to make sure students approve of these changes. Next, we will have ninety days to hold an election, the challenge that were facing this year is our platform of voting. Due to Bay sync going through a transition, we are not able to host our elections how we normally do, I will be engaging with the third-party company for this issue and for elections, we would just need to figure out the timing. I will be meeting with Daisy and the Executive Committee to discuss what are the next plans to get this going.

1:26:35

F. INFORMATION ITEM - **Bay Card Updates**

A representative from the Bay Card Office and Financial Services Department will be presenting updates on the new Bay Card.

Motion to suspend the rules that allows you to take out items out under proper order Information Item F, motion by **K. Dhillon**, second by **S. Valecha**, motion **CARRIES**.

Matt Marshall states that he is from the Bay Card Office; I am a bay card analyst and would like to introduce two people in the back Maureen Pasag and Flo Olney. We have done preparation being done before school started; on August 8, our Bay Bucks software was being completed. A big push to get this project completed was the new dining vendor Chartwells was coming on board, along with the new bay card software. Touchnet Onecard is also using the same software with their POS system and we trained them on how to use the software as well. Our old software was Blackboard Transact; it stored all the bay card accounts, so if you upload bay bucks in your account it was stored in that database. As of October 8, we transferred to Touchnet; also, there is no US bank agreement with the new bay cards. Before with the old system students bay cards could be converted into bankcard for the US bank. Another big change is that before students, faculty and staff were able to use fill station to put money into their cards, now we use only one machine located in the library that accepts just cash. There is a new website online that checks your balance and deposits, bay bucks can be used at the Pioneer Bookstore, food trucks and to print. We will be going through a re-card that will take place during spring semester everyone is going to have the chance to take their picture again and the preparation will be done in the fall. The photos can be uploaded to the Touchnet software, and be reviewed and printed out with the new Bay card instead of going to the library to take your picture. It is live right now, online



students are actually using it and receiving instructions and links on how to obtain the new Bay card. We want to partner with ASI and have more student involvement with the new Bay card design; we will not be using the old design. SB972 is a state requirement that all student ID provide suicide prevention hotline number, university's police department number and student health center number. There are four designs and we want to put this out for students to vote in order for students to have a say, just like how they do with ASI elections. Voting will take place November 2 through the eighth, we would like your help with marketing and re-carding everyone's new bay card, student will not be able to use their old bay cards. **A. Milano** states if the Concord Campus will receive the new bay card and if they will ever receive a new refill machine for students to put money into their bay cards. **Matt Marshall** states yes, they will receive new bay cards. **Maureen Pasag** states we will be working with the Cashier's office due to close proximity, unless there is more of a need then we will install one. **A. Milano** states that students need that machine. **Flo Olney** states that in extreme measure, the money can be charged to the student's account but we are trying to push students to go online to upload money into their accounts. **E. Pinlac** states that we can advertise through social media or flyers, Matt can send any notes are flyers to me and I will keep everyone updated.

1:04:45

G. [ACTION ITEM - ASI Senate Appointment](#)

The Board of Directors will take action on the following appointments to the ASI Senate.

1. Senator of Alumni Relations
2. Senator of Athletics
3. Senator of Commuter Students
4. Senator of Diversity
5. Senator of Greek Life
6. Senator of International Students
7. Senator of Online Students
8. Senator of Residence Life
9. Senator of Transfer Students
10. Senator-at-Large

Motion to suspend the rules that allows you to take out items out under proper order, under section G. Action Item- ASI Senate Appointment, motion by **K. Dhillon**, second by **S. Valecha**, motion **CARRIES**.

Motion to approve Karen Parada for Senator of Alumni Relations, Jocelyn Baldon for Senator of Athletics, Justin Mercado for Senator of Commuter Students, Freshta Sharifi



for Senator of Diversity, Zaira Perez for Senator of Greek Life, Petr Chudinov for Senator of International Students, Dessiree Cuevas for Senator of Online Students, Ashley Depappa for Senator of Residence Life, David Villalobos for Senator of Transfer Students and Anjelica De Leon for Senator-at-Large, motion by **K. Dhillon**, second by **O. Shakoor**, motion **CARRIES**. **K. Dhillon** states that Senator of Alumni Relations, Karen Parada is a first-year graduate BS student, East Bay graduate. She worked in ASI as Director of Sustainability, VP Communications, Senator of Science, Science Social Media Intern, has been involved in housing and in Alpha Phi, in this role she wants to assume the position to represent the alumni needs, be more involved and an easy transition since she has carried positions. Jocelyn Baldon is a third year and has played softball, She was former Senator of Athletics; she wants to be the voice for athletics through ASI and work to gather more support from the campus for athletics. Justin Mercado is a junior computer science major, trilingual in English, Spanish and Tagalog, former Senator for Commuter Students and organized Commuter Day last spring, involved in Orientation Team. His initiatives are getting discounted BART tickets gathering community feedback, voice commuters concern and working with the office of parking and transportation. Freshta Sharifi is a third-year psychology major is ASI experienced as one of the first-year mentors, member of the sustainability committee and former Senator-At-Large, wants to advocate for the daily lives of students, forming more organization on campus and working with the office of diversity. Zaira Perez is a second-year criminal justice major, bilingual in English and Spanish, involved in Alpha Phi, wants to more people to engage Greek life and create a stronger Greek Unity. Petr Chudinov is a fifth-year computer science major, who is an international student from Russia and has been studying abroad for over seven years now. Petr is a member of the Delta Chi Fraternity, his initiatives are to make more international students more aware of all the resources that are available on campus such as; jobs, career counseling and scholarships. Petr has a three-part plan, holding an event welcoming international students, holding a multicultural pot-lock and hosting study nights. Ashley Depappa is a second year Resident Assistant, former first year mentor, her initiative is to get people to come out of their dorms and be active, as well as, resolving issues that occur and collaborating with ASI and Housing. Anjelica De Leon is a second year Human Development major; her goal is to represent the whole campus. For instance, sexual assault on campus, police safety, and Title IX. Dessiree Cuevas a third year Psychology and Sociology major; she has been part of ASI Internal Affairs Committee, one of the first-year interns, and former Director of Programming Council. Dessiree wants to make aware all the resources that the online community offers and wants to address the concerns that the online community has. David Villalobos is a transfer student from Laney College, involved in GANAS and Tau Kappa Epsilon and Tau Sigma. His initiative is to help transfer students to transition on campus, being a point of



contact for transfer students, helping transfer students become more engaged on campus and works at the Transfer Program. Freshta Sharifi is a third-year Psychology major, one of the first-year interns, former Senator-At-Large, was a member of the Sustainability Committee. **Y. Ortega-Huerta** asks what happened to Jayde, Senator of Diversity. **K. Dhillon** states that the Personnel Committee for the position did not recommend Jayde Holt. Freshta has ASI experience and with Jayde, there were issues with her availability. **Y. Ortega-Huerta** states that Jayde does have connections to areas, which ASI has not reached. My only concern is how Freshta will be able to connection with the community and it would be best to have her perspective in this meeting. **K. Dhillon** states that the Board of Directors makes the final Senate appointments. **D. Maxion** states that the appointments are not finalized. **Y. Ortega-Huerta** asks when they get to hear the candidates' initiatives. **K. Dhillon** clarifies that they are addressing the appointment process and voting on an appointment.

Motion to appoint the ASI Senators, by all, motion **CARRIES**.

V.P. of University Affairs sworn in the following:

Justin Mercado, Petr Chudinov, David Villalobos, Freshta Sharifi, Jocelyn Baldon, Zaira Perez, Dessiree Cuevas, Ashley Depappa, Anjelica de Leon, Karen Parada.

I (full name), as duly elected (officer/representative) of Associated Students, Incorporated of California State University East Bay, do swear that I will faithfully fulfill the duties of this office as provided by the established Bylaws. I will strive to establish representative government, maintain academic freedom, and defend student rights. I will work toward the strengthening of the cooperation between the Associated Students, Incorporated Board of Directors (Chair, Executive Officers, Directors, and Senators of the Academic Colleges) and the Administration, and work toward bettering my leadership qualities and scholastic standards. With these thoughts in mind, I shall set as my final goal the betterment of California State University East Bay Associated Students Incorporated; I so affirm.

1:20:11

VIII. SPECIAL REPORTS:

- A. Staff Presentation - Communications
- B. Staff Presentation - ASI Presents
- C. Staff Presentation – Government

Motion to postpone special reports A, B, C to the next B.O.D meeting on October 2, 2019, motion by **K. Dhillon**, second by **S. Valecha**, motion **CARRIES**.



B. Kuehnis states that many of the presenters are at field day. **E. Pinlac** states that Ms. Lil is preparing an emergency preparedness meeting, especially with the recent power outage.

1:27:38

IX. ROUND TABLE REMARKS

O. Shakoore states that he has a question regarding the Solar Resolution that was passed last year by the Board of Directors, it has come to my attention that the resolution has not been passed. The number of signatures was already received; it was on the process of being approved. Therefore, I just wanted to ask how would I be able to bring it to the table to get approved by the B.O.D. **E. Pinlac** states that we are not allowed to discuss about it during round table remarks, but we can do a follow up on it. **E. Pinlac** states that Kris and himself will be meeting with the ASI Executive Directors tomorrow, Friday, at San Jose State University. If you need to reach us, you could email us if you need anything from us. Next week on Tuesday September 24th from 12:00 PM until 2:00 PM at the Oakland/ Concord Rm UU and on September 25th at the MPR Room University Union from 7:00 PM until 9:00 PM, we will be playing Toy Story 4. Urban Aztec with Jesse Hernandez will also be on September 24 from 12:15 PM until 1:15 PM at the New University Union room number 215. **Y. Ortega-Huerta** states that congress to all new senators, if anyone needs to contact Daisy or myself we will be at CSSA San Marcos this weekend. If you have something new to give to us, we could just put it under public comment, it works like this board meeting but we can talk to people if you need help or connections. **D. Maxion** states that she would like to congratulate the new Senators as well and if anyone new has, any questions feel free to ask any one of us we are more than welcome to help you out. **S. Valecha** states that he hopes everyone is ready for the retreat on September 27, and make sure to bring notes. **D. Maxion** states to see Sneha Sharma in order to receive your packets. **B. Kuehnis** states that during the CORE section, we were having a lot of back and forth discussions, I would like to make everyone aware that we do go in order for whoever raises their plaques and that you cannot have a conversation with them unless it is a clarifying question. I also recommend that if you notice that we have many discussion items to get through, to make note that if a certain discussion point has to come at a certain time, to use the motion to limit speakers' times. **E. Pinlac** states that the reason we are meeting at this space is that our board room is being remodeled with new carpet and paint, that will be done by our next meeting.

1:32:26

X. ADJOURNMENT at 1:37 PM



Minutes reviewed by:
Chair of the Board
Name: Bronte Kuehnis

Minutes approved on:
10-2-19
Date:

