

Board of Director Meeting Minutes of October 2, 2019

- I. CALL TO ORDER at **12:05 PM**
- II. ROLL CALL
Present: Daisy Maxion, Kabir Dhillon, Bronte Kuehnis, Melissa Baron, Siddharth Valecha, Daisy Padilla, Omer Shakoor, Euridice Sanchez- Martinez, Lynn Vu, Martin Castillo, Erik Pinlac, Mark Almeida, Tyler Shoh, Michael Lee, Andrew Yunker.

Late: Riley Miller, Patricia Regalado, Yajaira Ortega-Huerta, Antoinette Milano.

Absent: Marguerite Hinrichs.
- 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 18, 2019**
Motion to approve the minutes of September 18, 2019 by **S. Valecha**, 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.
- VI. UNFINISHED ITEMS:
No Unfinished Items.
- VII. NEW BUSINESS ITEMS:
 - A. INFORMATION ITEM - **Parking Accessibility**
Derrick Lobo will address the Board of Directors’ questions on parking accessibility during CORE construction.
Derrick states that he was at a meeting yesterday. In which, they discussed about putting a fence where the new ramp is located and are trying to push it back to the Friday of finals week. This will be a perfect timing in order to not cause students any delays to class. Once students come back for spring semester, they will discover new routes. When the CORE construction starts, walkways will become blocked. At



the moment, we are in discussion with AC Transit and a new shuttle service provider. The contract that we have with the shuttle services will be ending in December. We will either get a new shuttle service company by January first or second of 2020. Second option would be to sign an agreement with AC Transit to replace our shuttle in order to provide students with transportation. Depending on which direction we choose, it will change the scenario. If we stick with the shuttle company that we currently have, the students who live at the dorms would utilize the University shuttle that goes around campus. Anyone with ADA accommodations, will need to tell the driver where they would like to get dropped off at. If we go with this plan, for the next two years, the shuttle will not have a set schedule going to University Village. The AC Transit will still run the same course as it does around campus, without signing a contract with them. Next scenario, if we choose to sign a contract with AC Transit. Then we would need a shuttle like vehicle that is easily accessible. It would then become the shuttle bus that would take students from one location to another. Initially, we would have the shuttle with a set route, but would change to an on-demand service. I would also like to announce that for students who have a parking permit and ADA plaque. They would be able to park in the staff and faculty parking lot. We would like to advertise this in order for students to be aware of where they are allowed to park. We will monitor all the ADA spots to see if they are filling up once CORE construction starts. Additionally, we would like to add two ADA spots in different parking lots. ITS is working on how to travel around campus in order to show people different routes that they can use to get to different locations. Students will still be able to use the ramps located around the library, that is the plan as of right now. **E. Pinlac** states that at the last Board meeting, one of the concerns that the board had was the overflow lot. It was mentioned that the front half was going to be the construction zone. This would make it difficult for students to come and travel through that area and get to class. **Derrick** states that the contractor came to us and asked us for twenty different things and we denied almost every single one of them. We have to consider that these construction workers are just here to finish building the CORE building, and we do have to allow them to work in the best way possible. First, they did state that they wanted to on campus, then they changed it to parking Lot G but it will cause a huge impact on parking spots. It was then changed to East Loop Road and West Loop Road but they wanted to bring in the heavy cement trucks. We stated no due to just having those roads freshly done. Now they will be coming up Harder Road and we will close the right-side lane for the workers to park the cement trucks and steel trucks. The reason I found it valid for the construction workers to take up the front half of overflow was because of all the heavy vehicles that they need. At first, I recommended the back area of the lot near the big satellite dish and suggested that they could build a road behind the tennis courts. However, the trucks are too big and they would tear up the whole front lot to get into the back lot. Due to them bringing in all their equipment back and forth every single day. I figured it would be a better idea to have them stage in the front area of the parking lot that way it would be an easy access to come in and out. As opposed to them driving all the way to the back lot and causing pot holes. Each semester break,



I do hire a company to grade it, roll it and flat it out. This will only be a big impact on students next fall. **M. Baron** states that in the last meeting, we brought up if we could open up some of the staff and faculty parking lots. In order to students to utilize these spaces, during the time of construction. **Derrick** questions if all the lots in general would be open to students or if specific lots only. **M. Baron** states that specific lots would be better and easier for students. **Derrick** states that he is open to the idea, parking Lot B doesn't fill as compared to other staff parking lots. The only issue is that for certain reserved events at the Union, is where folks who present park. For example, this past Tuesday, the internship fair was taking place in the Union and all the Police Officers that came parked in Lot B. **Y. Ortega- Huerta** states that if they are creating a stairway to make it easy for students to get from the back of overflow parking to where they have to get to. **Derrick** states no, just to give everyone a little background, when the stadium was built and they gave me the overflow parking lot. At first, I wanted to pave that lot, but I was told that not to disturb that area since it might cause an unknown impact to the ground. Which is why I decided to turn it into a gravel lot. If the lot was paved and we decided to make a stairway, then we would have to make an ADA ramp. Which would cost more and be bigger than the new ramp that is being build next to Meiklejohn. I do get scared that they would take away the overflow lot, it happened to me two years ago and was told to take away the gravel. When it would rain, we had to close down overflow due to the mud. I was allowed later on to put back the gravel in that lot, but it is always behind my mind that it might get taken away again. **D. Padilla** states that if the right lane on Harder Road will be closed, would that mean the only way to access to campus would be Carlos Bee Boulevard. **Derrick** states that no, Harder Road has two lanes coming up, just the right lane will be close but the left lane will remain open. The construction workers will place barricades from the right lane to pedestrian walkway in order to people to continue jogging along the far-right lane. **S. Valecha** states that if Derrick has mentioned if the overflow parking lot will just remain up until 5:00 PM or will it change. **Derrick** states that overflow parking lot hours will still be the same, due to concerns with safety. At the moment, there isn't light in overflow which may cause injures or someone getting attacked. Initially, there was a company that reached out to all CSU's to install free solar chargers to get some light. However, the Chancellors office decline the offer due to personnel reasons. I cannot bring light to the lot for the same reason that I cannot pave the lot. I know a lot of people wonder why we have it set to 5:00 PM even it's still sunny. I just want people to get conditioned to that time, due to it getting darker earlier in winter. I prefer not to change times during the fiscal year in order for no one to be confused about the hours. **E. Sanchez-Martinez** states if Derrick can reexplain the shuttle services. **E. Sanchez-Martinez** states that Derrick mentioned that there would be no shuttle service to University Village. **Derrick** explains that the shuttle will still go to University Village but there would be no set time like how there is now. For example, if a student with ADA needs gets on the shuttle, they will have priority to get dropped off first and then proceed to the normal route. This would only happen if we proceed with the shuttle option, if we go with AC



Transit, they will provide a package. **K. Dhillon** states that if there are any future plans to build a parking structure. In the 2008 master plan there were plans for a parking structure but a new building was built instead. There hasn't been a big progress to add additional parking. **Derrick** states that the only issue that he sees with building a parking structure is the fact that a new building was built instead. At the moment, we do not need a new parking structure since we haven't run out of parking spots. The only time we ran out of parking spots was three years ago when they made me take out the gravel from the overflow parking lot. We then directed people to University Village to park. I like to say that we don't have a parking issue but a walking issue. **R. Miller** states that if the trucks could park behind the dorms. **Derrick** states that they have considered that option but that is where they are going to dump all the soil that is being dug up and the new materials they bring in. The only problem is a lot of students that live at the dorms will be woken up by the trucks passing by. **M. Almeida** states that Derrick did a great presentation for RHA about the transit options and how they're different. **Derrick** states that he would love to present the presentation to the committee as well as the committee's feedback. The two options on the table are if we change our shuttle service with AC Transit, student, faculty, staff will be able to ride the transit for free. All AC Transits from Richmond to Fremont and the transit that goes to San Francisco will be free. There is a lot of benefits if we chose this option. Students who stay in the dorms during breaks will have the opportunity to get around the Bay Area more freely. With the shuttle service, it is more private and will just run the normal course. The only issue is that I have about ninety days to decide on this matter. **M. Castillo** states that Derrick did not mention why the city denied on building the parking structure and if he could go into detail about it. **Derrick** states that for those who aren't aware the 2008 master plan was sued by the city of Hayward and a home owners' organization. At first, a parking structure was originally going to be built where the overflow lot is located. Various factors affected this decision, since preparation was not carefully thought out and what impact it would have on traffic. This was ten years ago, I am aware there was a resolution made about the issue. Everything has changed with sustainability concerns and our new goals. **A. Milano** states that just to be clear, she heard Derrick state that parking Lot B or any faculty parking lot people with an ADA plaque and parking permit will be allowed to park at that location at any time. **Derrick** states that she is correct, as long as they have both the ADA plaque and parking permit. That way students can get as close as they can to the building. **Y. Ortega- Huerta** states if there are any plans to create residence specific parking. **Derrick** states that he has been discussing that with Mark and the only way to make that happen is if we had enough spots. I could turn parking Lot C for residents but then the students that park there to go to Meiklejohn would have to park at over flow or elsewhere. Until there are enough housing vehicles to justify making that resident parking lot but as of now I don't see it happening. Honestly, we have tried to reduce the number of vehicles students bring when they move into campus. A lot of students in housing don't use Lot C instead they use Lot D and Lot E because it is closer. The drawback to making Lot C a resident parking is that they wouldn't be allowed to park elsewhere and



they would have to walk to their classes. **Y. Ortega- Huerta** asks to clarify how they will be tracking the students. **Derrick** states that he will work with Mark on that. **R. Miller** asked if there is a possibility to add a temporary light to the parking lot and/ or adding a blue emergency stations towards the front of the lot. **Derrick** states there is an emergency light as you enter the lot but I'll see about adding another one. As far as putting in a light, I would rather wait until I see that it is needed. **M. Almeida** states that housing is looking at reducing the number of vehicles for foots that live on campus. Currently we are trying to find a pass-through AC transit that can be used to get to Fremont, Richmond and other parts. It would then open up spaces for other residents. Another thing we are working on is adding more 20-minute parking for residents that are unloading groceries.

33:36

B. INFORMATION ITEM - **Zero Waste Training**

Sustainability Ambassadors will train the entire Board of Directors on Zero Waste practices.

Jillian Buckholz and **Adrien** give a short presentation and show a quick video to the Board. The video can be found in the Sustainability website. **Jillian Buckholz** states that AB-1826 is a Bill in California that requires to take out organic waste from the landfill. That is why Cal State East Bay has three bins and all of our waste goes to a transfer station in San Leandro. In 2015, Cascade a third-party consultant group and did a waste audit. They discovered what the mix of our waste was about 80%. The target goal of the CSU System is 80% of reduction rate by 2020. Just by sorting waste properly on this campus we would meet that goal automatically. **Adrien** states that compost transforms food waste into nutrients rich soil and it makes about 40% of landfills in California. It is important to compost because food doesn't break down properly in a landfill because there is not enough air. It is important that our food and other material that are organic go into the compost bin. It helps with Methane reduction and C02 reduction. **Jillian Buckholz** states that coffee grounds and filter, green waste trimmings, leaves, peals and stones, food, soil, paper (napkin, cotton ball), scraps and left overs can go into compost. This all pertains to Hayward and Cal State East Bay. Where you live and at home might be a different jurisdiction. We can put dairy and bones into our bins but it is not recommended if you do it at home. Please remove any sticker or plastic wrap that food might have before putting it in the compost bin. **Adrien** states that recyclables with the number 1 through 6 must be clean. If materials are contaminated and are put into the bin it will contaminate the other recyclables. **Jillian Buckholz** states if you have a Starbucks plastic cup and it has leftover drink just take napkin and clean it out. **Adrien** states that paper products that have food on them go in compost. Glass, Aluminum and other metals go into the recycle bin. **Jillian Buckholz** states to makes sure they are empty in order to make the next person job easier when they need to take out the recyclables. Then there is landfill. The more commonly seen items on campus are styrofoam, plastic film, plastic straw, plastic take out bags, balloons, chip bags and candy wrappers go into landfill. Lightbulbs, aerosol cans, medication and bio hazards don't go in either bin



and you must contact the Environmental Health and Safety. Housing has bins for these items and ASI might want to create a Battery bin. Starbucks hot cup now goes into the landfill instead of compost. There is a minimum to the amount of contamination that the recyclables and compost can have. Pizza boxes can go into compost if it has grease stains or it can go into the recycling bin if the box is clean and it should never go into the landfill. Pencil shavings go into compost, packing peanuts go into landfill and so do balloons. We recommend to share what you learn to others and invite the Waste Wizards to your other clubs, organizations and jobs. We are currently partnering with Chartwells and the goal for January 1st is to no longer have disposable compostable single use plastic flat wear on campus. The utensils will be wooden and will be able to be put in the compost bin. **A. Milano** states that she will like to collaborate with her since she is having some trouble with putting in the water refill station. **O. Shakoore** asks when the next Sustain East Bay meeting is. **Jillian Buckholz** states that it is this Thursday in South Science room 119 during U-Hour (12:15pm to 1:15pm). **B. Golez** asks if the food trucks will also be required to use recyclable material. **Jillian Buckholz** states she will put it into her agenda and will talk to Chartwells about it. **Y. Ortega-Huerta** asks if she is working with the CSUEB Gardens. **Jillian Buckholz** states that she is not but believes an Environmental Class is working on that. As of January 1, 2019, there is no plastic straws or plastic bags given in any CSU campuses. On January 1, 2021 there will be no Styrofoam and on January 1, 2023 there will be no single use plastic water bottles. We have to reduce our single use plastic water bottle purchasing. **M. Baron** states that the Market will not sell water bottles. **Jillian Buckholz** states that other drinks that use single use bottles will still be sold but water will not. **Y. Ortega-Huerta** asks how they are making the wooden utensils available to students. **Jillian Buckholz** states that they have to take a Zero Waste Training. You can request for us to come and we will gladly give a Zero Waste Training. **O. Shakoore** asks if there is any way that ASI can collaborate with Sustainability. **Adrien** states part of our discussion was to maybe have a once a month training. **Jillian Buckholz** states we were at Field Day helping to sort out compost, recyclables and land fill. We are also happy to help with that in your events.

54:48

C. ACTION ITEM - [BOD 2019-20 – 03R](#)

The Board of Directors will take action on the Resolution in Support of Supplying a Majority of California State University, Easy Bay Electricity using Solar Energy.

Motion to adopt the BOD 2019-20 – 03R by **O. Shakoore**, second by **L. Vu**, motion **CARRIES**.

O. Shakoore asks the Board to look over the Resolution. Cal State East Bay is planning to be Carbon Neutral by 2040. We are really trying to push for Solar panels on campus. Like we heard today there is not going to be parking structure. If we are able to utilize Solar panels at least for our open parking areas. This was something that was supposed to be passed last year but unfortunate it did not.



56:29

D. DISCUSSION ITEM – **Resolution for the Toiletries**

The Director of Wellness will present the board of directors with a resolution for toiletries on campus. **L. Vu** states that it is in our Policy Agenda the ASI Board of Directors will work to ensure that students are receiving further support in regards of Basic Needs such as food, housing securities and complimentary toiletries in the restrooms. I need to meet with Jennifer from the RAW and plan the program. I've met with Kenrick about having them in the restrooms of the University Unions and it will be a take as you need basis. We will be installing metal racks and we will be putting body wash, tooth paste, tooth brush and there will feminine hygiene products in the women's restroom. Other universities have already started this program as early as 2018. So far, they have given out 500 toiletry items every month to students on campus. I want to start off by having a drive in November in which anyone can donate any toiletries. I am currently working with Doris to talk about potential donors. Hopefully when we pilot this program we have a whole bunch of donations. It states in the resolution that if there is an item that we don't have enough of we will be purchasing those items. It will begin in four locations: the RAW restrooms and the restrooms in the Old University Unions. **A. Milano** states that she is also currently working with Doris. I shared the idea about reaching out to CREST Inc. and getting toothpaste. We have already received one big box. If we reach out maybe we can get more. **L. Vu** states that she wants a meeting before next week to discuss the potential donors. **D. Maxion** asks the dates for the hunger and homeless awareness week. **L. Vu** says that she was talking to Kris Disharoon and Erik Pinlac about the donations going on in November, but the Hunger and Homeless Awareness week is a National event and has a set date. It is the week before Thanksgiving. **S. Valecha** suggests that they save data when they ask for money for supplies. **L. Vu** adds that she would like to create a list of items that would be collected from organizations or students on campus. I would like to include items such as diapers, in the new family bathrooms. **M. Almeida** states that some of the Residence Life Coordinators thought about this idea and Housing would be interested in this. **L. Vu** states that she spoke to Kenrick Ali about it to pilot it and having it in Housing also is a great idea. **S. Valecha** adds that the Senator of Residence Life can help. **E. Pinlac** says that Cal Poly Pomona reached out to their local food bank and food banks can be a pipeline that can be used. **L. Vu** says that Kris mentioned reaching out to women shelters for feminine products.

1:03:39

E. DISCUSSION ITEM - **Know Your Rights Campaign**

The Board of Directors will discuss the promotion of the Know Your Rights campaign and the results of the first event hosted on September 24, 2019.



Y. Ortega-Huerta states that Know Your Rights is not ending and the next one is next month. GANAS is hosting one on October 24th. We are planning on having two events this semester and two the next semester. If anyone has any ideas, come talk to Bronte, Daisy, and I. **K. Dhillon** states that CSSA has a specific campaign engagement that they are doing and it could be tied into this. Also, we could be involved in that and also take some of their suggestions.

1:06:11

F. DISCUSSION ITEM - **Games for Concord Campus**

The Board of Directors will discuss the potential purchase of a foosball table and arcade game for the Concord Campus.

A. Milano noticed that the Hayward campus has amenities that we can't always access. I've noticed that students like to decompress at the game area. I am looking into purchasing a foosball table. I also want to get a smaller item since we have a smaller space. I am looking into purchasing a pacman table that has many different games in it. The budget I am calculating is well under \$2,500. The problem is finding a place to buy them and not rent them. I would like to get them new and with a warranty. This a way to bring amenities to the Concord Campus. **K. Dhillon** states that he discussed this with Erik and his concern was the size of the room and that it will not be physically possible to place all the equipment in one room. **A. Milano** states that is correct and has measured the room but the new games would go where the tables are at. **E. Pinlac** states that there needs to be a certain amount of space between things because of Fire Codes and ADA. I will take a visit and we can take measurements. **S. Valecha** asked if students have been approaching her to make these changes because we don't want to invest in items that won't be used. Also, does this fall under our three umbrella initiatives. **A. Milano** states that they have and that she has been listening. I do believe that it falls underneath at least one of the initiatives because there is a need. **L. Vu** suggest adding a space for relaxation where students can unwind and decompress. Maybe purchasing a Wii-U, a video game console, as well as different video games that way multiple people can play. Instead of purchasing an arcade game that students can easily tired of. **A. Milano** states that the pacman table can hold up to 200 games on it. **D. Maxion** asks if the budget will be coming from the initiatives budget or from elsewhere. **A. Milano** states that it would be coming from her budget. **E. Pinlac** states that all the budgets across the board have been cut. **E. Sanchez-Martinez** states that she agrees with Lynn to create a space that is more Mental Health related than just playing a game. **A. Milano** states that there already is a relaxation room. **M. Baron** states to work with Eric and create something broader. **K. Dhillon** states if we could have some sort of presentation that way we can see how this will look like since most of us haven't been to the Concord Campus. **E. Pinlac** states that although it might not fall direct under our initiatives it is part of wellness for students. I do agree with the idea it just need to be executed properly and secured. If any of you have been at the



Concord campus you know that they need something. **M. Almeida** states to keep in mind the maintenance of the equipment that will be purchased.

1:17:10

G. DISCUSSION ITEM - Donuts and Coffee Event

The Board of Directors will discuss a donuts and coffee event for students during midterms.

B. Kuehnis states that this was meant to be a proposal from the Senators. **D. Padilla** states that this event is meant to help student unwind from midterms. I wanted to do something in the middle of the semester as an incentive. Since it is the middle of the semester some students have started to procrastinate and I thought this will motivate students to keep pushing through. **S. Valecha** states that this will be discussed in the Senate meeting because it has to come from the Senate budget. **L. Vu** asks what the anticipated amount of people they expect, how many donuts will they be needing and if there will be any other snacks that can make up for it. **D. Padilla** states that donuts aren't that expensive but I don't know how many students to expect yet. It depends at what time we decide to table. **M. Baron** suggest having donut for people who have dietary restrictions. **K. Dhillon** asks if there is a specific amount they are going to purchase and if this event will be one day or over multiple days. **D. Padilla** states that she was looking into a Tuesday and a Wednesday that way all students have an opportunity to get a donut. **E. Sanchez-Martinez** states it is similar to Cocoa and Cram but we shouldn't worry too much about that. **O. Shakoor** suggest using Groupon when buying donuts because there are some deals out there. **M. Almeida** states that Housing does a similar event for their residents. Typically, we purchased 4 dozen donuts. Lee's on Foothill is a good place and supports Cal State East Bay students.

1:22:38

VIII. SPECIAL REPORTS:

A. Staff Presentation – Communications

E. Pinlac states that this was formerly our ASI Marketing department. For this Fall semester there were 52 projects submitted and 25 have already been completed. Social media following has increased in Facebook, Instagram and Twitter.

B. Staff Presentation - ASI Presents

C. Staff Presentation – Government

S. Sharma gives a brief presentation what her department does. If there are any question regarding the Student Government my assistants can help you out. We can help initially with setting up for committee meetings but after it is up to the Chair. When traveling please follow the meal guidelines. We will also be assisting with the clubs and organizations requests. We have created a calendar and have put it up on the white board. If you ever need to use the room feel free to look at the white board and see if there is a room available or to set a date a side for your meetings. **L. Parker** states that her CSR team are her



to help everyone. The purpose of the team is to be your information station. We want our customers to feel better when they leave the office. We offer many services but the testing materials are highly requested. When students come to ask about funding we don't know but we know who to direct them to. We only give students two scantrons because we want students to come more often to the office. We also responsible for the discount programs. We are always looking for new places to add to our discount programs. We only take Bay Bucks for the services we provide.

1:44:32

IX. ROUND TABLE REMARKS
No Round Table Remarks.

X. ADJOURNMENT at **1:49 PM**

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

Minutes approved on:
10-16-19
Date:

