

Executive Committee Meeting Minutes of February 5, 2020

- I. CALL TO ORDER at **12:06 PM**
- II. ROLL CALL
Present: Daisy Maxion, Kabir Dhillon, Melissa Baron, Siddharth Valecha, Martin Castillo, Bronte Kuehnis.

Absent: Riley Miller.
- III. ACTION ITEM - **Approval of the Agenda**
Motion to approve the agenda of January 5, 2020 by **S. Valecha**, second by **K. Dhillon**, motion **CARRIED**.
- IV. ACTION ITEM - **Approval of the Minutes of December 4, 2019**
Motion to approve the minutes of December 4, 2019 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.
- VII. NEW BUSINESS ITEMS:
 - A. Information Item: **Budget Report**
The Vice President of Finance will be presenting a budget update to the Executive Committee.
M. Baron states that if she can push back this meeting due to not meeting with E. Pinlac yet.
Motion to postpone new business item A until next meeting by **K. Dhillon**, second by **S. Valecha**, motion **CARRIED**.

2:06



B. Discussion Item: **Policy Agenda Progress Reports**

The Executive Committee will be discussing a progress report on the 2019 Fall Semester's progress reports in regards to ASI'S 2019-2020 Policy Agenda.

D. Maxion states that during the winter retreat the policy was discussed. This semester I want to focus on student success and equity. We should focus on the implementation of the California Promise Plan, which many students are either unaware or lack of interest. **S. Valecha** states that during fall semester, we did research about retention rates. A few concerns that delayed students to graduate were; financial aid not being distributed in time, registration periods, sophomores being the last to choose their classes, WST, and the way classes are set up. For the WST you either pay to take the exam or take the course offered. However, if one gets a seven on the WST, one can pay to see your errors and it takes six to eight weeks to view the results. This results in people taking the class instead of waiting to know one's score. While spending more money to view one's errors and waiting for an even longer period of time. The concern with classes being set up a certain way, is that some majors like human development have no in person classes. Some classes are designed to only be offered during a specific time frame like fall or spring only. For example, multiple majors face the problem of failing one class and waiting a whole year to retake the course. When D. Maxion and I went to the Foundation Retreat at Concord, Dr. Espinoza was talking about a grant for more advisors. Due to students not being able to schedule appointments for advising. In order to help this semester, we are going to allow the academic senate to provide concrete data of student complaints regarding our campus. D. Maxion, K. Dhillon, and myself will discuss with Dr. Espinoza to get more advisors. As well as, hosting an event with an Internship Coordinator that we have a meeting with tomorrow. As part of student success, we are hoping this Internship Event helps prepare students with the necessary skills set before they graduate. Another thing that was brought up to our attention was the California Promise Program. K. Dhillon and D. Maxion drafted a resolution for this in January. We will also be helping out with the census and drafting a resolution regarding the new bill at CSSA about Title IX. **E. Pinlac** states he is willing to log into the student database that shows different statistics about our students. For example, bottleneck classes and which population is affected by the equity gap. Let me know when you are available so I can log you in. I believe this will be really helpful before your meeting with Dr. Espinoza. **M. Castillo** states that he will send this to B. Kuehnis to add to the next agenda. I don't think everyone realizes the different committees that are actually working on this particular issue. There are student seats available, but the student success and equity are a few new committees. We have discussed bottleneck class in the GI 2025 student success and retention committee. I believe Dessiree is in the committee and Freshta was in the committee last year. We should utilize the resources that are already there, in addition to the new items you would



like to do. For advisor's I know there's a new grant called STUPSKI that will allow all new incoming freshmen to have the same advisor throughout their general education classes. Once students complete their 60 units, then they will go to their major advisor. However, there will only be one advisor for incoming freshman, this will help them navigate classes or guidance. I'm happy to give broad updates if you believe that it will be helpful in the Board of Directors meetings. We could also have different speakers to discuss STUPSKI Grant or the student success and equity. **D. Maxion** states what the grant is called again? **M. Castillo** states STUPSKI Grant, it's the name of a foundation in the Bay Area. **B. Kuehnis** states that she believes it will be a great idea because Dr. Ortuosta and Emily Chow from the staff learning community will be coming to the next meeting. Next, the undocumented student support is starting the hiring process for the Undocu resource coordinator. We are looking for E. Sanchez-Martinez to sit on the hiring process committee. As a board, we are currently trying to have a student Undocu Ally Training Event. **B. Kuehnis** states that the lawyers have branch out and got an organization to help provide training. They will be available for the February 11th, 2020 General Know Your Rights Event. We are also planning to have a day in March to dedicate the training. **D. Maxion** states that we are planning to have it as a big student organization focus event, in order for these organizations to be more aware. **B. Kuehnis** states that Centro De La Raza has also offered to help with the training. **D. Maxion** states that one of the issues that we had with the Undocu training for faculty and staff aren't consistent. Therefore, we are moving forward with the resolution to provide annual Undocu training to faculty and staff. This will help keep staff and faculty becoming more aware on how to help students. For example, E. Sanchez-Martinez was not offered the full help she required from financial aid, due to them not being able to assist her situation. Situations like help could make anyone feel a sense of not belonging on this campus. Next, we will discuss the toiletries initiative, L. Vu has been great with the initiative. It will take the whole board to make this happen on our campus. **E. Pinlac** states that for the Undocu Ally Training, the resolution for 2015-2016 states that there's a resolution to establish a DREAMER Center and have a Dreamer Coordinator. You could use the resolution now and enforce it or if you want to make a separate one to focus on the issue. **D. Maxion** states that it will be a great context to add on the new resolution, so we can have a historical context. **E. Pinlac** states that one thing he would like to add is offering a scholarship academic and needs based. We offer about \$30,000.00 in scholarship each year and it could go under student success and equity or under basic needs. Everything that we have been doing historically we can show case that we are still doing it. **D. Maxion** states that these have been our progress and we all have done a great focus job.

17:30



C. Discussion Item: **Expansion and Critique of CSUEB's California Promise Program**

The Executive Committee will be discussing a potential resolution in regards to the Expansion and Critique of CSUEB's California Program.

K. Dhillon states that in the resolution, the wording was changed to state it supports the expansion of the resolution. Due to having the wording as it is at the moment, it would not allow ASI the authority to expand the resolution. We noticed back in November when we met with the Senator, our California Promise Program only has thirty-seven participants that's inclusive to transfer students. However, when we researched other CSU's, they had higher numbers, due to being inclusive to both freshmen and transfers. Freshman's have a four-year program, while transfer students have a two-year program. At times, other CSU's offer other incentive programs for example, meal discounts, etc. **D. Maxion** states that to add on, this resolution will be added to student success and equity. In order to improve the academic student success for our students and adding more resources. Currently, we added; East Bay Shared Strategic Commitment and the Senate Bill, in which the California Promise Program has been implemented on. Our campus approach on the bill is very minimal and this is something that we are going to bring up to Susan and the provost. We have done some statistics and it shows that East Bay has an equity gap between Pell Grant and non-Pell Grant students. For example, students that are under the federal Pell Grant are undergraduates who maintain an outstanding degree of financial needs. Approximately 40% of students who receive the Pell Grant are more likely to perform academically worse than students who don't receive a Pell Grant. In order to try to resolve this issue, we want to expand the program to create more incentives. For instance, vouchers, giving discounts on student goods and services, and obtaining a \$1,000.00 scholarship grant for winter and summer courses. **E. Pinlac** states that being able to stay in the program is very vigorous. I like the incentives that you are bringing to the table because students have to be able to complete thirty units a year. As well as, not changing majors and not failing classes, in order to keep them in the program. San Jose State University is a perfect example due to them standing out as the top 2% highest enrolled in the program. **K. Dhillon** states that when we were talking about academic success. The fact that sophomores have the worst priority registration compared to other schools is not good. Other campuses have a priority registration only for their grade level. The CSUEB Foundation Board wanted to pursue a pilot program with Follett, in which first years would be part of the pilot program, and have all their textbooks paid for. Instead of pursuing this, the Foundation Board could pilot the program with California Promise Program. It would be very marketable for the university due to interesting people to graduate in four years, while having all your books paid for. **D. Maxion** states that we brought up the idea to Debbie and Shaw, also we are planning to mention it with the provost once we meet with him. By putting the two programs together, we will have positive student reactions that



fit their needs. **K. Dhillon** states that there were some people criticizing that some students do not graduate in four-years. Which is why we must change the status quo of five or six years to four-years. **M. Castillo** states that he was checking the CSU website and we do not have a four-year pledge program, only a two-year program. **D. Maxion** states that we do not have one that's applicable to first years and is only for transfer students. The issue we face with transfer students is that they are not aware of programs that are not being advertised. Which is why we added that the program be promoted during the first year and transfer orientation. We are also going to be meeting with the current advisor for the program, Wendy Herbert, and we will be asking her questions regarding the program. Such as, areas of improvement, student feedback, and whether or not the program is successful. **E. Pinlac** states that the meeting I'm attending next Monday, is for the strategic and success, I will make sure to bring a copy of these resolutions. **D. Maxion** states that this is already a set plan and there's a precedent before this, especially because the program will be beneficial to the students.

24:42

D. Discussion Item: **Mandated Undocu-Ally Trainings for Faculty and Staff**

The Executive Committee will be discussing a potential resolution in regards to having Mandated Undocu-Ally Trainings for Faculty and Staff.

M. Baron states that if we could talk to the AACE to contribute to the training. **B. Kuehnis** states that if AACE is already receiving the trainer training then they can redirect students to different resources. **D. Maxion** states that our immigration lawyers are located at. I was thinking the AACE center, financial aid and GE department will have these training. **M. Castillo** states that one could address that as a resolved. In which our recommendation would state, what certain departments or staff should receive the training first due to the access they have with students. The departments should be where students go to the most. **S. Valecha** states support programs like; AACE, EOP, Ganas, General Education Department and Peer Mentor. **M. Castillo** asks if students go to the EIC? I see a lot of students there and would suggest having those staff be part of the training as well. **S. Valecha** states that if we can add a section in the kiosk to direct them to the correct person instead of being asked questions. **D. Maxion** states that she would add it to the resolutions and would like to discuss these issues with Michael Lee. **B. Kuehnis** states that he could distribute this information amongst faculty, staff, and advisors. **M. Baron** states that she recalls that Michael Lee told us that faculty are not aware of all the changes that are going on around campus. Once we have this resolution set, we could email faculty, staff, and advisor the resolution and resources so they can become aware. **D. Maxion** states that during post training, we would have the email that **M. Baron** stated ready to be sent out to them. **M. Baron** states if all professors will be trained



too? **E. Pinlac** states to send the resolution to the people higher up because they would have to make the decision. As well as, mandate these types of issues, it is a little difficult to get professors to do the training because of unions. The President's cabinet would have to implement this as a recommendation from students. It will take many years to get it started, we tried doing the same thing with diversity training for staff and faculty. However, the difficulty of this was unions clauses stating that they would have to be compensated for the training. **M. Castillo** states that D. Maxion and a few others are in the diversity advisory council. **D. Maxion** states yes, she was filling in for Freshta, but Shaw has been the most consistent. **M. Castillo** states that whoever goes to the next meeting should announce this resolution with the council. It should also be shared with the academic senators should share it with the academic senate. It is very clear how the general education faculty should be a main priority due to seeing many students throughout the day, especially first years. **B. Kuehnis** states that one of the reasons students get demotivated is when they visit financial aid and the department doesn't know how to help them. What would be the next steps for this resolution? **D. Maxion** states that it will be brought up to the board to see if it would get approved. **B. Kuehnis** states if that would be in our next board meeting. **D. Maxion** states yes because of the amount of data and information that we have. After this, we would delegate the rules, and get the input of Shaw from the diversity center and academic senators.

34:00

E. Discussion Item: **Student Club Funding Policy**

The Executive Committee will be discussing making revisions to the Student Club Funding Policy.

M. Baron states that we need to update the Student Club Funding Policy. M. Castillo and K. Dhillon have made revisions to the policy, such as grammar corrections. In our first meeting of the semester, I spoke to E. Pinlac about the case that was going on with another school. At CSSA they mentioned the provisions we must take when it comes to distributing student club funding. At the moment, I am making revisions on the flex funding and would like everyone's input on it. I shared the document with K. Dhillon and E. Pinlac suggested that the flex funding would not be a good idea. However, food and advertising/clothing are usually the two funds that run out first. Therefore, by increasing the flex fund to \$500.00, student clubs and organization will be able to have more events in the future. **E. Pinlac** states that his reason for not supporting the idea is because others club and organization will receive less funding. Which is why we have a limit each year, we are not supposed to be fully funding all events but rather supplement. Referring back to the what M. Baron said about content neutral, there was a law suit in San Marcos. I just got the full report today and they lost \$240,000.00 This is why I still want to go over it a few times before going to the board and



voting on this. The content should be neutral, the way we fund is procedural because as long as you follow with the requirement you will receive funding unless we run out of funds. If we leave any room for interpretation, we could possibly get into trouble. I would also wait for the Chancellors office to send out to other universities on what they plan to do. **M. Castillo** states that if anyone was aware of the lawsuit happening in San Marcos. We faced a similar lawsuit last year, but everyone faced it really well. A group of people that have a political ideology different from the majority of us have, they will still need to be heard and considered for funding fairly. For example, sometimes I'm scared for how much we do for undocumented students because there are people who view against it. Which is why we would have to remain neutral and not let our personal feelings get in the way. The lawsuit in San Marcos was because they didn't fund a \$500.00 prolife event, the students pay the ASI fee and they have rights to allocate funds for their events. **M. Baron** states that the funding comes on a first come bases, which in a way eliminates any biases. Our process of the funding puts us more at risk and I will talk about that further in my special reports. E. Pinlac and Sneha Sharma would both agree that each vice president of finance alters the way funding works. I know I did that this year, due to not having a clear step by step guideline that one follows. We have the policy about clubs and organizing, but on our end the policy is not clear and that could put us at risk for being bias. **S. Valecha** states that he was not aware of the law suit and wanted to get a better understanding of it. **E. Pinlac** states that he will send him the article. **D. Maxion** states that she will put this for the executive meeting agenda, and suggest to ask R. Miller to put this topic for his internal affairs agenda.

Motion to extend the meeting to five minutes by **K. Dhillon**, second by **S. Valecha**, motion **CARRIED.**

40:56

VIII. SPECIAL REPORTS:

A. [Executive Director](#)

E. Pinlac states that Hayward decided to increase its minimum wage to \$15 starting July 1, 2020, which will affect our budget. We are going to be the first campus in California to host the NACA Student Government West. Ongoing issues; one thing is fixed as of today, but for IT affiliation test are still being worked on. I just sent out a case right now to everyone, it's called Apodaca v white. I also have some statistic on the program we are making, please refer back to the slides at your earliest convenience. The last slide discusses the academic curriculum that teachers make, curriculum around student employees and future board of directors. I've also attached the budget for six months, we are slightly over 51%, due to some items being purchased for the whole year.

43:10



B. ASI Chair

B. Kuehnis states that in her roll, she continues to send out the Board of Directors and Senate meeting agendas. As well as, communicating with outside organizations for speakers to come in during our meetings, inform members of projects relevant to student life, support members with their individual projects, and check in with the senate more frequently. The main focus of the policy I've been advocating for is Undocumented DACA students. We have three events during spring, two of which will be on February 11th and 12th. We are looking into our lawyers having a booth for the event, I've been speaking with ILD and Barbara on how to improve our events. Lastly, I've been comparing our campus to other CSU's that they are working with and seeing where we can better reach our students.

45:14

C. Vice President of Communications

D. Maxion states that R. Miller is not present.

45:20

D. Vice President of University Affairs

S. Valecha states that it's everything I stated before and I plan to execute all of my plans before the school year ends. I have been meeting up with D. Maxion and Y. Ortega-Huerta to help with the census, as well as, meeting with D. Cuevas to help me draft a resolution for the bill of CSSA about Title 9. My academic senators are tabling and gathering data, we have the meeting with the provost and Dr. Espinoza soon. Tomorrow I have a meeting with the internship coordinator to discuss if we can have a workshop Tuesday's and Thursdays during U-Hour. Lastly, I'm going to be working with D. Maxion and K. Dhillon with the California Promise Program.

46:15

E. Vice President of Finance

M. Baron states that my goal for this semester is to create a I would also like to write a policy about the boards budget, in order for the board to understand how the budget can be used. Also, explaining how the funding works on our ends, such as the people that should be contacted. Lastly, I would like to make it mandatory for future vice presidents of finance to hold two meetings each semester regarding how the application process works. **D. Maxion** states if M. Baron can add her reports in the Executive folder in order for everyone to view her report.

47:45

F. [Executive Vice President/Chief of Staff](#)



K. Dhillon states that he is helping in all policy resolutions as needed. Next, my plan is to have the Senators appointed by next week, we are wrapping up the last set of interviews this week and next week. After we finish the interviews, we will be having special personnel meetings to discuss the senators being appointed. Any major reports will be discussed next week in the board of directors meeting. I'm also going over any appointment policy's and making sure they are precise in details. In our first-year mentor program we are going through our last round of rotation and any changes we can make in the future to improve the program. Lastly, I am serving in the new President search committee and working alongside S. Valecha, E. Sanchez-Martinez and D. Cuevas on the social media rebound.

49:24

G. President/CEO

D. Maxion states that she would like to support all committee in their goals. In regards to policies like Student Success and Equity and California Promise Program, I will be creating resolutions and discussing with Susan about the expansion process. Next, supporting the Undocu Ally Trainings and ensuring that the process for the coordinator goes smoothly. I will also be supporting programming with the toiletry's initiative, working on the census and collaborating with the Director of Legislative Affairs, and educate students on the Hayward Promise Program. The main committee I will be serving on is the President search committee, K. Dhillon and I wanted to go more in depth and have a student input. Next, being part of CFAC committee, which I will be working on referendum proposals and gather information on the diverse population. Lastly, A2E2 committee meeting, will be ensuring that funding go into student success and equity programs.

51:33

IX. ROUND TABLE REMARKS

No round table remarks.

ADJOURNMENT at **12:58 PM**

Minutes Reviewed By:

President/CEO

Name: Daisy Maxion

Minutes Approved On:

2-19-2020

Date:



