

Executive Committee Meeting Minutes June 10th, 2019

- I. CALL TO ORDER at **12:02 PM**
- II. ROLL CALL
Present: Kabir Dhillon, Riley Miller, Siddharth Valecha

Late: Melissa Baron

Absent: Daisy Maxion, Martin Castillo
- III. ACTION ITEM - **Approval of the Agenda**
- IV. ACTION ITEM - **Approval of the Minutes of May 1, 2019**
Motion to approve the minutes of May 1st, 2019 by **R. Miller**, second by **S. Valecha**, motion **PASSED**.
- V. PUBLIC COMMENT – **Public Comment is intended as a time for any member of the public to address the committee on any issues affecting ASI and/or the California State University, East Bay.**
Y. Ortega comments that they are thinking of hosting CSSA for January and they are still bidding for the dates.
- VI. UNFINISHED ITEMS:
No Unfinished Items.
2:45
- VII. NEW BUSINESS ITEMS:
 - A. DISCUSSION ITEM- **Bylaws**
K. Dhillon states the Executive Committee will discuss potential revisions to be made to the ASI Bylaws.
K. Dhillon said the one of the change is adding a nondiscrimination clause to the membership clause. Other potential changes he lists are, changing the title of Director of Legislative Affairs to Director of Internal Affairs, specifying the appointment of Senators to stating that they need a 2/3 majority vote. He recommends looking at the procedure for appointing the Chair. He states that the Bylaws and the Chair Policy contradict one another. He adds that there are some additions to what the Chair does in following Roberts Rules and how they train ASI on it. He clarifies that the President/CEO can only vote in the case of a tie. Other changes he lists are, striking out the Vice President from maintaining communications platform for social media that ASI participates in, striking out the section in VP of University Affairs that they Chair the University/ External Affairs Committee, adding language that they work in coordination with the academic Senators. He said under Director of Programming, striking out shall determine policy and direction



for the ASI programs with final approval from the Board rather than the University Union, under Director of Wellness, striking out shall determine policy and direction for the wellness program with final approval, under Senators of the Academic Colleges, striking out they shall table in accordance to the ASI Code of Conduct, rather than the External Affairs tabling policy. He suggests adding language for the non-academic senators from the Senate Constitution, adding language that the administrative code applies to ASI Senators, and removing the University Affairs Committee, Ad Hoc Committee and Class Committee. He said if members are removed from the ASI standing Committees, they are reviewed by the Executive Director and the Personnel Committee. He recommends changing language that says members of the Board and Senate are required to attend two mandatory retreats instead of three. **E. Pinlac** recommends looking at the overall leadership of ASI. His proposal is either to shrink the senator or grow the senators and shrink the Board. He said the difficulty of advising two different groups is that the ASI staff gets stretched thin. He recommends shrinking down the Board. **K. Dhillon** said another change is changing the name of Internal Affairs Committee to the Communications Committee. **Y. Ortega** advises looking at her duties and responsibilities in the Bylaws. She recommends adding language that says she is a voting member at CSSA. She said for the future, the current language does not allow room for Director of External Affairs to actually practice their duties and represent their campus. **E. Pinlac** asked if other external affairs and legislative affairs get to vote. **Y. Ortega** replied yes. **K. Disharoon** asked if they should put any specific language that implies the Director of Wellness or Director of Programming works with the H.O.P.E. program. **K. Dhillon** said it does say that in the administrative manual, but they can add it to the Bylaw. **K. Disharoon** comments that the three chairs in front of Michael Ryan's office will be occupied by the Lead for PAC, the Lead for Special Events and the Director of Programming, which will encourage them to work together. **R. Miller** said if they strictly want it to be checking all the paperwork, then they should change the name from Communications. **E. Pinlac** said that Communications will be physically posting everything, but the VP of Communications will be coordinating and strategizing the giveaways. He adds that #6 is crossed off, but it is still in there as #5. **K. Dhillon** suggests that if it went back to Internal Affairs, then it should be Director of Internal Affairs. He adds that there is a concern with the Chair being a member of Ex Com and they can't vote through proxy anymore. **E. Pinlac** recommends combining Internal Affairs and Chairs and making it an elected position. He adds that if students can vote on it by December, then they can start on it with next year's Board. **M. Baron** said the responsibilities for VP of Communication can get overwhelming, however, she agrees with Riley. She adds that there were 20 resolutions that were passed by the past Board and that's 20 different projects that the VP of Communication would have to accommodate. **E. Pinlac** reminds that the Directors role is more of facilitating rather than implementing. He adds that it is unfair for the Internal Affairs Committee to implement all the resolutions. **R. Miller** said it is not a bad idea of splitting it and moving the social media to Marketing.

33:15

B. ACTION ITEM- **Committee Codes**

K. Dhillon states the Executive Committee will be taking action on revisions to the Committee Codes.



K. Dhillon said this was an item that was tabled from the last Board of Director's meeting in May.

Motion to adopt the Committee Codes by **S. Valecha**, second by **R. Miller**, motion **PASSED**.

R. Miller states that he wanted clarification on the changes. **K. Dhillon** said some of the changes were regarding quorum. He reviews changes that included disseminating information to the Board and Senate on all activities and striking out recommend and research to expand student services and opportunities offered by ASI to the Executive Committee. Along with, adjusting language to say review all past and present policies, as well as, make recommendations on internal ASI documents and policies. For voting members: adding the chair as a nonvoting advisor, striking out members in Sustainability and Finance, adding Director of Programming as a nonvoting advisor, and the Executive Director or Designee as another advisory nonvoting member. As well as putting a cross out over University Affairs because it is inactive. He lists adding develop and maintain strategies and policies to increase ASI sustainability performance. Under elections, adding a representative from the Division of Student Affairs as a nonvoting advisor and adding the Director of Student Housing, Residence Life and Dining Services as a nonvoting advisor. **E. Pinlac** suggests adopting these now since the changes are already there. He adds that the document can be reapproved by this committee.

K. Dhillon states the Committee Codes have been adopted through votes from the Executive Committee.

37:20

C. DISCUSSION ITEM- **2019-2020 ASI Policy Agenda**

K. Dhillon states the Executive Committee will discuss developing a policy agenda for 2019-2020 school year.

K. Dhillon adds that this was an idea to create a policy agenda, similar to CSSA, which shows the students what the Board of Directors and Senates did. **E. Pinlac** said this is something they have to adopt after the retreat because the full Board would be present. **K. Dhillon** said it highlight the priorities and what they are planning to do.

40:45

D. DISCUSSION ITEM- **Fall Semester BOD Meetings Resolution**

K. Dhillon states the Executive Committee will discuss a resolution outlining the meeting times and dates for the BOD in Fall 2019.

K. Dhillon reviews that the Bylaws say that they meet every Wednesday from 12:00 PM-2:00 PM. He said it starts the first Wednesday when school starts, and then it's every other Wednesday. He states that this resolution will be coming back next week for approval.

44: 42

E. DISCUSSION ITEM- **Travel Policy**

K. Dhillon states the Executive Committee will discuss making revisions to the travel policy.

M. Baron reviews that she separated the requirements for individual funding and group funding so that it is clear. She said Martin questioned why there is a limit on the amount of students for group travels. **E. Pinlac** said the reason for the limit of four students was that they did not want to use up the whole fund for one group going to a conference. **M. Baron** said that if they decide to give \$1,500 to a group then they (the group) can decide if they



want to split it between 10 people. She said that Kabir added that they should complete defensive driving if getting a rental. She added that ASI reserves the right to have their local publisher print it on promotional items. She adds that Martin added the methods of payment section. **E. Pinlac** recommends adding any travel out-of-state needs to be approved by the Vice President of Student Affairs because of the banned states. **K. Dhillon** asks for the edited version at next week's meeting.

50:29

F. DISCUSSION ITEM- **Administrative Manual**

K. Dhillon states the Executive Committee will discuss making potential edits to the Administrative Manual.

Motion to postpone Discussion items Administrative Manual and Position Milestones to the next Executive meeting by **K. Dhillon**, second by, **S. Valecha**, motion **PASSED**.

G. DISCUSSION ITEM- **Position Milestones**

VIII. SPECIAL REPORTS:

No Special Reports.

IX. ROUND TABLE REMARKS

S. Valecha said he is excited and late for class.

X. ADJOURNMENT at **12:54 PM**.

Minutes Reviewed By:

President/CEO

Name: Daisy Maxion

Minutes Approved On:

6-26-19

Date:

