

Board of Directors Meeting Minutes of March 10, 2021

- I. CALL TO ORDER at **12:02 PM**

- II. ROLL CALL
Present: Kabir Dhillon, Dessiree Cuevas, Euridice Pamela Sanchez, Omer Shakoor, Brittney Golez, Anjelica de Leon, Zaira Perez, Jessica Iheaso, Kea Kea Kaholoa'a, Arianna Miralles, Daniel Olguin, Tyler Engquist, MyKale Clark, Mirna Maamou, Martin Castillo, Erik Pinlac, Steve Spencer, Michael Lee, Andrew Yunker.

Late: Nicholas Brandao.

Absent: Marguerite Hinrichs.

- III. ACTION ITEM - **Approval of the Agenda**
Motion to approve the agenda of March 10, 2021 by **O. Shakoor**, second by **J. Iheaso**, motion **CARRIED**.

- IV. ACTION ITEM - **Approval of the Minutes of February 24, 2021**
Motion to approve the minutes of February 24, 2021 by **J. Iheaso**, second by **A. De Leon**, 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:
 - A. ACTION ITEM - **Resolution Providing Period Products on the Hayward and Concord Campus**
The Board of Directors will take action on the Resolution Providing Period Products on the Hayward and Concord Campus.
Motion to postpone action item A by **E. Pamela Sanchez**, second by **J. Iheaso**, motion **CARRIED**.



E. Pamela Sanchez states there still many backgrounds work that needs to be completed. In our past meetings, J. Iheaso stated the governor's proposal will include basic needs, which this category might fall under. We are going to see if this is something that ASI starts off with and then letting the university take charge. We have to look more into the proposal to see if this is something that will be covered. We should hold off this project until we have the proper knowledge.
Motion to postpone action item A by **ALL**, motion **CARRIED**.

4:59

B. ACTION ITEM - Aunt Flow Budget Request

The Board of Directors will take action on the Aunt Flow Budget Request.
Motion to postpone action item B by **E. Pamela Sanchez**, second by **K. Kaholoa'a**, motion **CARRIED**.
E. Pamela Sanchez states I do not want to allocate funds until we are sure that ASI will take charge of this item due to requesting funds for the next two years.
Motion to postpone action item B by **ALL**, motion **CARRIED**.

6:11

C. ACTION ITEM - Newsletter Policy

The Board of Directors will take action on a Newsletter Policy.
Motion to adopt Newsletter Policy by **B. Golez**, second by **E. Pamela Sanchez, E. Pamela Sanchez**, motion **CARRIED**.
B. Golez states two weeks ago, I met with my committee in order to go over the newsletter policy. I have included all of their input into the policy and discussed it over with the executive committee. I want to draw attention towards collaboration and responsibilities, due to it involving the board of directors. I wanted to include who the Vice President of Communication could go to if they have any questions. It states the Vice President of Communication can go to the President and Executive Vice President for the board of directors' events. I was thinking that in this section when the board of directors have their one on ones with the President or Vice President, they can discuss about their events that they have planned out for the month. Then, my position can come in and meet with the President and Vice President in order to include these events into the next newsletter. The same concept will go for the senate and any other committees, which is how it will include



everyone. The rest will be to delegate the duties into more specific requirement and features for the newsletter. I want this to be more of a timeless document that can be followed ever year, since we have never had anything like this before, since it has been fluid throughout past years. **E. Pamela Sanchez** states she supports this idea since we have had inconsistency throughout the years. This will ensure that each year we will have a newsletter and be able to hold accountability for these future roles. It clarifies the task for whoever is the next person who takes on this position. **B. Golez** states I also included a section in which it states the newsletter will be released every month.

Motion to approve the Newsletter Policy by **ALL**, motion **CARRIED**.

10:53

VII. NEW BUSINESS ITEMS:

A. DISCUSSION ITEM - **Bay Card Office Updates**

Matthew Marshall will present updates from the Bay Card Office to the Board of Directors.

Mathew Marshall states hi everyone, I will be sharing a few updates from our Bay Card Office on the campus regarding the re-card project. Just to give some background and timeline for those who are not aware we are currently in the process of re-carding the old bay card design into a new design. You can see on the right we have our new bay card design; this project has been placed on hold due to COVID. At the moment, we have two card designs that are in circulation, we do have a mandate to expire the old design. We are hoping to get this done by fall 2021. Next, I will be providing some background information, we switched the bay card system in 2019, and in 2020 we voted on the new redesign bay card. We anticipated in March 2020 to start getting everyone a new bay sync card, however, the campus got shut-down due to COVID. During this time, we had limited services until April 2020, and we halted this topic due to shifting to online services and we do have a digital bay card. At the moment, anyone going through orientation or requesting this information will be sent information on how to obtain a digital bay card. If you visit our website, there will be a link for how to obtain a digital bay card and will be available to all students across campus including faculty and staff. As of right now, we are accepting both designs, if you have the old bay card it will



still work. We do have the library open for limited services, which will still allow you to use your bay card for any printing services and money can be uploaded as well. We are anticipating resuming back in fall 2021. As of right now, we have limited online services. We do encourage if any students have any questions, the best way to contact us is through our email address. For students who have in person classes, we have reached out to them providing them options if they want a physical card or if they need it. We are able to either have them pick it up or we have mailed them the cards, which is their preferred method. I know this update is short, however, we wanted to provide some sort of update to you all. We have previously presented when we were designing the card and just want to keep everyone in the loop. It has been tricky to continue this project since we are not allowed to print cards due to COVID. I forgot to mention that before March, students have requested on receiving the new bay card, in which they filled out a form with a pickup date and time. We have tried following up with these students to see if they would like us to mail it to them. If you are part of this group, you can email us, and we will ship it out to you. **B. Golez** states thank you Mathew for coming in and providing us updates. I had a question regarding the mobile version of the card on our app, will that be able to go on our apple wallet? **Mathew Marshall** states it will be through the app, it is called touch net one, which is our provider. It has not integrated with apple or google wallet yet. **B. Golez** states I remember we brought up bringing up the bay card on our CSUEB mobile app, to which the idea got shot down, I am not sure why? Would it be possible to put the bay card on the CSUEB mobile app? **Mathew Marshall** states we have explored that option and are looking for different options. We want to make sure the bay card is accessible and easy for students in order for them to not have to download an app to have access to it. We have talked to the vendor that creates the CSUEB mobile app to see if there is any integration opportunity with the digital bay card, which has led to technical issues that needs to be worked on. We are actively exploring that option and is in the works.

19:39

B. DISCUSSION ITEM - Strategic Planning Overview

Consultant Marvin Hooker will go over the strategic planning process within the Board of Directors.



Marvin Hooker states hi everyone, it is nice to meet you. I have been brought on to help your organization put together a five-year strategic plan. I want to give a little background about myself first. I have worked in education for about seven years, was involved as a student and full-time staff for CSU Stanislaus. During this time, I was in the board of directors and did some work with CSSA. I have a good understanding on how everything works and was able to visit different campuses. I know all ASI's have similar main goals, however, we all do function a little different from one another. I am excited to work with your ASI. I will be discussing how the process will look like and give you two weeks to think about what you would like to include in this plan. The five-year strategic plan will be broken down with first priorities that will list about five to seven. Within these priorities, we want to make sure that every member of the organization knows what they are working towards. The goal of this is to help build the foundation for the professional staff members and for students who stay long term with ASI. This will allow us to focus on incentives and new ideas that board members want to achieve. This month I will be meeting with all groups, while gathering information. This will allow me to view what are the biggest priority for the next five-years. I will then sit down with E. Pinlac and present these items to him before presenting it all back to you. You will have the opportunity to review and provide any feedback on the first draft, then it will go for final approval for implementation. This will most likely be done by end of May or early June. Depending on how specific the feedback is, we will have tactics on how to accomplish those specific goals. When I come back to this group, try to be active, engage, and specific in order for me to create tactics. I know it is exciting to sit on the board of directors. I will now open it up to any questions or hand it off to E. Pinlac. **E. Pinlac** states I do want to add that many of the staff has already met with Marvin. Hopefully, we get some good feedback from the staff and all of you. We are even looking at some campus partners that we work a lot in order to have them talk with Marvin and see how we can work better together. For example, the University Union, housing and maybe even the R.A.W due to working closely together. In our last executive meeting, we determined that the meeting with Marvin will not happen during the executive meeting. We are going to try to find a time in which most people are available and will most likely be on a Monday or Wednesday. I know executive and personnel are only thirty minutes each and we could potentially meet after these meetings. I will let you know far in advanced to



discuss when we will meet, and we are excited to hear everyone's feedback. **A. Miralles** ask if Marvin Hooker can provide an example? **M. Hooker** states yes. I will start with one of the questions from the other group, they asked how specific should we be? Which will lead me into the hierarchy of this in which we will end of having between five to ten priorities and depending on what is most important. Then within each priority will be a goal and a list on how we plan on accomplishing that goal. Within each goal is a specific tactic that we will use to achieve the goal, some goals may not have any specific tactics because it may have to researched or analyze. For example, if we decide to open a different department, we would not have any tactics, but we will be researching how to open a different department. Another example would be if Stanislaus State wants to work on their homecoming programming, now you have a goal to improve homecoming week and involvement and then within those are specific tactics. For instance, reaching out to alumni to make sure that they are attending these events, working alongside athletics to make sure that we are bringing students to the games. Do not be afraid to be too specific or too broad, the more information that I am able to gather will help kind of define this plan and incorporate those things. Then, once it has done and approved the goal is to not have it sit on a shelf. As I have mentioned, we want to make sure it is important to meet with every member of the organization to make sure everybody sees themselves in this plan. I would say each semester or annually that you all develop a plan to review it and make sure you know what we are working on in order to achieve this priority as a goal. The way that I have seen it help the most is if there is a specific priority for each department. In order for them to know that you know these things are being focused on and these are the goals that we are going to be working towards Again, there will be additional priorities outside of this list, for example, I am doing one for Stanislaus State in which we are focusing on diversity and inclusion. Despite the campus population being very diverse, the city of Turlock itself is a little bit conservative, therefore, we as the student body organization have a good relationship with the city and council. One of the goals and priorities is to kind of further that relationship and show more diversity in the community not just on campus. **E. Pamela Sanchez** states I want to say that this is really important due to setting a template for the next five years. Therefore, try to envision East Bay in the next five years and see what changes you would like. Regarding our CSU East Bay post, I want everyone to start thinking about the



feature, since we are in a crisis that will be relevant over the next few years. Try to take this seriously and take the time to reflect on the future of ASI and students. Thank you, Marvin, for taking the time to talk to us. **Marvin Hooker** states thank you Pam. I will say this is definitely one of those scenarios where as much as you put in, you will get out. Unless you provide me with the information and the tools to help structure this plan and put everything together I won't have the information to structure the plan.

30:24

C. ACTION ITEM - Approval of Conference Travel Scholarship Request

The Board of Directors will vote on the approval of Aphasia Access Leadership Summit Virtual Conference.

Motion to approve the Aphasia Access Leadership Summit for the amount of \$300.00 by **O. Shakoor**, second by **M. Maamou**, motion **CARRIED**.

O. Shakoor states this is our first virtual club funding request for the semester. Unfortunately, the club members are not available to be present during the meeting, however, they sent a video explaining what their club does. As well as, explaining what the virtual conference will consist of. In the video it states that Christy is presenting on behalf of herself and three other students who will be attending the Aphasia Access Leadership Summit Virtual Conference on April 5th through the 10th. We are requesting \$75.00 each for a grand total of \$300.00. We are all part of the speech language and hearing science program here at CSUEB. Specifically, we are all involved either as a clinician or a volunteer with the aphasia treatment program, which facilitates group therapy and individual therapy for people with aphasia. For instance, in reading groups, choirs, and exercise groups. In the conference that we are attending will provide us with the opportunity to not only present some of the work that we have done over the past year, with the transition to digital learning. We had two different clusters to present too especially about the transition into the zoom health kind of world. We are also hoping to not only present our finding and strategies but to learn from local leaders around the world and aphasia treatment. Who will be presenting on lectures, steel events, and different strategies that they have been using with aphasia chorus, exercise and reading groups. Our goal is to take a lot of those practices and implement them to improve our program here at CSU East Bay. We have a goal to present our finding the week



after we return with all the data. There was also a discrepancy with one of our funding requests in which some of us wrote down \$75.00 or \$99.00 for our registration fee due to some of us having a student price or a higher student price. In which, our coordinator was gracious enough to bump us down to a \$75.00 fee. **E. Pinlac** states I want to give props to the group for doing a video. I think that is pretty awesome that they still wanted to present a video despite not being able to be here today. It just speaks volume on their commitment to go to this conference. They are going in line with our policy since they give back to the community somehow and they can present in the next board meeting if they would like to share any findings. They can also do another video and we can edit it and put on our social media or play the video during the next board meeting. **O. Shakoore** states the group is pretty persistent and filed out their form's way ahead of time. They have been in contact with me and even showed up to my finance meeting. I wanted to bring this to the board since I know that conference travel needs to be presented at a meeting. This is my first time watching the video that they sent. Thank you for putting up with the technical difficulties in the beginning, that was my first time sharing a video on zoom.

Motion to approve the Aphasia Access Leadership Summit for the amount of \$300.00 by **ALL**, motion **CARRIED**.

40:09

D. DISCUSSION ITEM - Sexual Assault Awareness Video Project

The Board of Directors will discuss a creating a Sexual Assault Awareness video. **A. Miralles** states as the title implies, this can be a trigger warning. If at any time you would like me to stop you can let me know. During the month of April, it is sexual awareness month, this is something that I take very seriously and was trying to figure out how we can go about doing something. I worked on that video with Andrew, and it went very well. At the moment everything is online, and our social media engagement is high therefore we figured that a video could bring more student engagement. I wanted to create a video, in which student voluntarily tell their story about sexual assault or experience. They would be anonymous or not. The purpose of this would be to emphasize the reality of this issue on the university level. I believe it was Jen Luna who showed us that video where students from our school talked about their financial troubles, that video really got to me because I



did not realize that students from our school really had those troubles. It makes you think about those students who go to the same school as us, these types of videos are really powerful especially when it comes from students. I brought this up to my committee and my staff advisor was a little concern due to saying this is what title nine is for. Which I understand but it brought me down, since I believe that the video will not be for educational purposes but as an awareness. It hits closer to home when you know it is not just actors but students around our campus. I brought this issue to Dr. Phelps who is the executive director at the concord campus, and he likes the idea. He helped me realize that it is a sensitive topic, and we have to go about it the right way. For example, he said that he would not want a certain staff or faculty to see the video and think the video is saying that this happens a lot on campus. He also wanted me to get many professional opinions as possible and this is going to be more of personal project for me. I have already reached out to Terry Lobo, the title nine investigator, Sheeran Ford the confidential advocate and Shawna Hall from counseling. They were all very supportive over the video and would like me to figure out a few more details. Terry was going to get back to me after reaching out to the campus general counsel to get legal guidance. In order to make sure I was not stepping on anyone's toes. By doing this, I do want to shout out really quick that this might not happen this year, it can be something that we startup and finalize details, but it could end up happening next year. I have been doing a lot of work on reaching out to people and my committee brought up to me that I should not be taking on this video alone. It should be the intent of the board and not just mine since it does not happen only on the concord campus. I am bringing it up to you as the board to not only get support on this matter but to put it on your radar. I am aware that Erik and Kris or anyone higher up can state that we cannot do something like this. Before we have discussion about it, I did want to show a video that Terry sent me, which is a video that ASI made for it's on us. I will now be showing the video. I would appreciate some feedbacks and thoughts on this idea. **E. Pinlac** states I am sure that the video hit harder for other reasons, for those that have been here for a while. In the past when we used to do these types of videos, we had a graphic designer who was really good with putting these types of videos together. That video was one of her projects and I do believe that they hold value and I think that we can tie it into our sexual assault awareness campaign that we usually have in the fall then spring. In the fall we like to show it because



that is when the higher number of incidents happen due to a lot of new incoming students on campus. I think this is a powerful idea and know that we did do some testimonials on It's on Us panel in the past. Therefore, it is not unprecedented for us to get the feedback, however, it is a matter if people feel comfortable to share, which can be powerful. **D. Cuevas** states I also believe it is a great idea. We have seen video in the past to which they have worked. Depending what kind of video, you want to do like if its personal story about the student, wouldn't the university need to report it to a confidential advocate? That way people are aware that it might be reported despite if the issue happened recently or in the past, but I could be wrong. **A. De Leon** states I also believe that it is a very powerful project. I know with the It's on Us event in the fall, we had many students join the event even ASI. My only suggestion will have a group of us who might have the capacity to complete this project or anyone who is interested. I know some people from the board and senate might be interested in helping create this video. I believe it will be beneficial to have a specific group ready in order to start moving forward. **A. Miralles** ask how long do these videos normally take to create? **E. Pinlac** states it took four to six weeks due to the editing and the multiple takes. I am not an expert in this, but I do know we have students with this type of talent. **A. Miralles** states thank you for the feedback and I will start reaching out to everyone. You can also reach out to me letting me know if you are interested in helping out. Again, it does not need to be completed this semester, I rather have it done right than complete it too fast.

58:12

VIII. SPECIAL REPORTS:

A. Anti-Bias Workshop

A. Miralles states the anti-bias workshop is tomorrow. I have already sent out a google invite for it. I would appreciate if you can attend, I know it is a great opportunity to attend. You would have to register in the link that is provided on the google invite.

59:30

B. COVID Discussion: Nursing

A. Miralles states I am planning a nursing edition discussion on March 25th, which is the day after M. Maamou's event. We have been working together in order to



coordinate to have our events back-to-back before we go into spring break. I thought it was pretty cool to have a little covert series before going into spring break. It will be another great event to attend. I know in my feedback with Pam that I do not really talk to the board on what I am doing at the Concord campus. Therefore, I wanted to give you all an update, as I have mentioned tomorrow, I have the anti-bias workshop and in two weeks we have the COVID discussion nurse edition.

58:04

IX. ROUND TABLE REMARKS

A. Miralles states another big project we have going on is that we are making a 2020 memorial bench in order to honor the lives and liberties loss in 2020. All students can relate to this because in 2020 it was a tough year due to many losing their family or friends. However, we also have loss the freedom of work opportunities, socialization, mental health has gone up. It has also been rough for students, faculty, and staff, which is why we are making a memorial bench at our campus. Originally, we were going to buy it since we have the funding, however, we wanted to give students the opportunity for work, leadership, and development skills and will be collaboration with construction management students. The project has now been approved and we are working with the construction students. I was invited to one of their classes to speak on recruiting students and have already started to hear back from some. Regarding the five-year strategic plan, my committee has been working on trying to incorporate some tradition here on our campus. East Bay is known for its big East Bay letter, which everyone wants to take picture at, however, on campus we do not have any specific places in which we can take pictures like that. We are trying to buy or build items in which can hold a symbolic meaning to our campus. At the moment, we have in mind a campus, in which you can touch it and it gives direction. We cannot afford something like the East Bay letters, but we want to get something similar in order to bring a sense of community. I have a question regarding the bench construction, the students were asking me if the hayward campus is going to want one as well. I wanted to put this on your radar to see if you would want one.

A. De Leon states I hope everyone is having an amazing Wednesday. I just wanted to shoutout some of the Senator events that will be coming up soon. I have recently appointed our Senator of Athletics and she will be hosting a community dialogue for athletics and ASI. I know that she has been hearing various different issues and concerns from athletes,



parking permits, practices, being on campus, and COVID. She really wanted to have a night in which she would be able to hear all of these concerns and wanted to invite ASI. The event will happen on March 16th, which is next Tuesday at 6:00 PM and she will be doing a couple of icebreakers.

M. Maamou states I wanted to make everyone aware that on March 24th at 5:30 PM I will be having my COVID event. This is me inviting everyone, since I believe this will be a great opportunity to learn about vaccines. I will be sending out a google calendar invite soon.

D. Cuevas states as you all know we have two and a half months left. I want to emphasize that everyone should still be checking their emails and responding in a timely manner not only to each other but to both ASI staff and other staff around campus. Just recently there has been a lot of communication between board members and ASI staff, even through text message. Make sure that you are still doing your job and if you need help in anything you can email me, since I am here to support you all.

E. Pinlac states the first announcement is that the center of online student application is open until the end of today. Therefore, if you know of anyone who wants to apply let them know that today is the deadline. Next thing, we have a nerdiology trivia game night tomorrow from 7:00 to 8:00 PM, which is hosted by ASI Presents. The second is the elections candidate forum is tomorrow from 6:00 to 7:00 PM.

M. Almeida states I want to give everyone a heads up more places will start to reopen soon starting April 1st. I believe Disneyland is set to reopen and I want everyone to be mindful for when we come back from spring break, since it will create the opportunity to potentially spread COVID. We will be doing a mandatory COVID testing, which will also help us plan for the fall semester. We have been sending out information to residents, are working with vendors, other CSU's, and some other local municipality. More information will be coming for the next coming weeks. We are teaming up with student health and counseling services, as well as risk management on campus. We are also in the middle of returning resident process, we have 291 third years that have signed up, then 24 out of 70 that are currently living with us of first years are coming back. Next year, we are bringing back roommates for a total occupancy of 1,300 students living on campus.


1:09:58

X. **ADJOURNMENT at 1:11 PM**
Minutes approved by:



Chair of the Board of Directors

Name: Kabir Dhillon


Kabir Dhillon (Mar 26, 2021 10:02 PDT)

Minutes reviewed on:

3-24-2021

Date:










Board of Directors Meeting Minutes of March 10, 2021

Final Audit Report

2021-03-26

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