

**Board of Directors Minutes of September 22, 2021**

I. CALL TO ORDER at **12:03 PM**

II. [ROLL CALL](#)

**Present:** Angelica De Leon, Kabir Dhillon, Mirna Maamou, Zaira Perez, Tyler Luevano, Ashmita Ahluwalia, Andrew Pajes, Arazeli Barragan, Justin Withers, Tayla Beasley, Erik Pinlac, Mark Almeida, Steve Spencer, Marguerite Hinrichs, Sarah Neilson , Andrew Yunker

**Late:** Jose Simon Carmona, Joshua Gay, Jasmine Domino, Neilah Peku

**Absent:** Martin Castillo

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

**Motion** to approve the agenda of September 22, 2021, by **J. Carmona**, second by **A. Pajes**, motion **CARRIED**.

IV. ACTION ITEM - **Approval of the Minutes of September 8, 2021**

**Motion** to approve the minutes of September 8, 2021, by **J. Carmona**, second by **M. Maamou**, motion **CARRIED**.

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.**

No public comment.

**3:17**

VI. UNFINISHED ITEMS:

A. ACTION ITEM - **Concord Wellness Package Event**

The Board of Directors will take action on the Concord Wellness Package Event.

**Motion** to move the Board of Directors to take action on the Concord Wellness Package Event by **M. Maamou**, second by **A. Ahluwalia**.

**Andrew Pajes** shares their screen for their presentation.

**A. Pajes** states the Concord Wellness Kits or event, as we call it, Ashmita and I are adding this event to provide a self-wellness kit to Concord students to ensure their students success.



The point of contacts is listed here on the document. Our plan of action is that we want to execute the event on the first of October which is soon. On the to-do list, we have sent in the marketing and swag information which I will be talking about the yoga mats that we already acquired. We need to create Google Forms and have the students fill them out which will be this week. For miscellaneous information, the yoga mats were acquired in 50 packages in total which includes water bottles, Concord puzzles, and yoga exercise notes as well. The budget when we last spoke was estimated to be \$1450 but since we did acquire the yoga mats the confirmed total with tax is \$1279.50. We would like to get the approval to utilize the Board's budget for the Concord Wellness event. For myself, my Concord budget starts at \$10,000 for the year. I have projects coming in from the previous year, one of the projects being the memorial bench on the Concord campus. The bench commemorates all the loved ones that we've lost during the pandemic. The projected cost of landscaping and having things finalized would be estimated to about \$3000 to \$4000 for the Concord budget. Other projects for the rest of the year that I have planned include giveaways, advocating for food trucks on campus, and social events. I would like to leave room for such events towards the end of Fall, especially as we are moving in to Spring time.

**A. Ahluwalia** states for the programming budget, I know that Tyler has a lot planned, especially for the Commuter Student event as well as other programming events. For wellness, I want to mix wellness week and Spring is very well planned out. I do not want a low budget for that in case we need more materials if there are more students. This is the reason why we wanted to ask if we could use the Board's budget for this giveaway.

**A. Pajes** states thank you and to clarify, we are asking for \$1279.50 from the Board's budget. Does anyone have any questions?

**E. Pinalac** asks is this something we are sending or are they picking up?

**A. Pajes** states this is something that they will be picking up from the Concord campus which we will set up an area in front of the campus. I believe last year Ariana, the former director, did something similar with burritos and so to take the same concept and apply it to the wellness package.

**E. Pinalac** states I wanted to know because shipping is expensive, especially for yoga mats. We need to amend the motion to let everyone be aware that the Board has \$5,000 they can use towards special projects.

**A. Pajes** asks is that for the whole year?

**E. Pinalac** responds yes, that is for the whole year.

**A. De Leon** states Erik, can you clarify the amendment of the motion about the budget?

**E. Pinalac** states the amendment would state that someone moves to approve the \$1279.50 from the Board's hospitality non-food related budget item or something of that sort.



**A. Pajes** states I move to approve \$1279.50 from the Board's budget of hospitality non-food related item.

**Motion** to move the Board of Directors to utilize \$1279.50 from the Board's budget of hospitality non-food related item towards the Concord Wellness Package Event by **A. Pajes**, second by **A. Ahluwalia**.

**Motion** to approve the Board of Directors to take action on the Concord Wellness Package Event by **ALL**, motion **CARRIED**.

9:16

B. ACTION ITEM - [Senate Appointments 2021-2022](#)

The Board of Directors will take action on Senate Appointments 2021-2022.

**Motion** to move the Board of Directors to take action on the Senate Appointments 2021-2022 by **K. Dhillon**, second by **M. Maamou**.

**K. Dhillon** states I can talk about each of the candidates that we are recommending today. Starting with Senator at Large, Jilian was involved in an ASI Committee last year, and our interview she talked about a lack of participation on campus, publicizing activities, resources, and creating campus spirit. Emily and her interview for Alumni Relations was talking about networking, engaging more with alumni, ensuring that students have jobs after they graduate, and seeing how we can use alumni to both be a resource to current students and ensure that other students do have jobs. Jill Nelson for Athletics, she was the previous Senator of Athletics and currently plays soccer and is SACC Secretary. Some of the things Jill talked about was encouraging more students to come up to athletic events and having an ASI night where a student athletes have the opportunity to share their concerns with having that open dialogue. Erin for Commuter Students, she is a part of O-team and talked about advocating for the student population, bringing issues to light that are pertaining to commuter students, ensuring that students are retained, and commuter students have a reason to stay on campus. Jasmine for Senator of Diversity, she talked about being outspoken about diversity and representation. Also, ensuring that students have a community on campus, taking note of the issues that are affecting students when it comes to diversity, and taking into account the social justice issues that have happened over the last two years. Jacoby for Senator of Greek Life, she is involved in Alpha Phi, and serves as their VP of Marketing. Jacoby talked about hosting more events, gathering input through having forums, having Instagram takeovers, and promoting all the great things that Greek Life is doing on this campus. Zandrae for International Students, she is a part of O-team. Zandrae talked about her passion to get involved on campus and working more with the International Office. Krisstina talked about bringing attention to issues that are happening on campus. When it



comes to online education, she wants students engaging more with professors and developing solutions. Issac for Residence Life, he is currently serves as Treasurer for TKE. The issues that he talked about was him being a resource to housing students and ensuring that they get what they need such as improving academia, things that involve their living situations, and dining which is a hot topic this year. Omar for Transfer Students which he actually works for transfer student programs. With that being said, you know he has engaged, perhaps, with the most transfer students this year. He knows them probably better than most people on this university because he already serves the students in his current position. He also talked about creating a help desk on campus so students can like ask questions and transfer students have a better way of navigating this campus. He did mention how transfer students are new to this university, but they are not new to higher education. That is all 10 recommendations which is what came from the personnel committee as it was a unanimous decision.

**A. De Leon** asks any discussion or questions?

**J. Carmona** states it was a great interviewing a lot of the applicants you each have something going for yourself during Senate and we saw a lot of potential in you for Senate. I am excited to see what they will do and simply collaborating with them.

**A. Pajes** states I am glad to hear Omar's name in the lineup because I did work with him last year when I was the Senator of Transfer Students and a part of the Ambassador Program which I believe Omar is still a part of. He does great work and is proud to know what he does.

**A. De Leon** asks for any more discussion or questions then adds that the interviews were absolutely outstanding, and they were all very impressive. Something that we really value with the Senate is having some sort of initiative or specific plan for your position since you will be coming in a little bit later more into the semester. However, this group all had very great and solid plans, which is something that we are excited about. Also, something that I noticed as an overall theme for many of the senators is being able to work in a team environment and that is something that we also value in ASI. I think each of each of the applicants showcase that in their interview and how they are able to work in a team environment, so I am excited if we do vote for everyone.

**Motion** to approve the Board of Directors to take action on the Senate Appointments 2021-2022 by **ALL**, motion **CARRIED**.

**A. De Leon** adds that the senators will be receiving more information from Kabir and I. you will also be added to the group chat so be on the watch for that!

17:34



C. DISCUSSION ITEM - [Resolution in Support of the Federal For the Higher Education Budget Trailer Bill](#)

The Board of Directors will discuss the Resolution in Support of the Federal For the Higher Education Budget Trailer Bill.

**A. Ahluwalia** begins the discussion by stating this resolution is in support of the Federal For the Higher Education Budget Trailer Bill. This budget is to create more funding for underrepresented students, special education programs, more diversity within teachers and professors, expanding student financial aid, and training grants for workers, especially those who lost their jobs or were laid off during the pandemic. I feel this is a great budget. At the end, it asks Cal State East Bay and CSU in general to create more funding and scholarship opportunities for underrepresented students, more opportunities for special education programs, bilingual studies, and increase diversity.

**E. Pinlac** states under the last resolve, we have it sent to a few people in Congress that are in our area but as I am looking at the rest of them, I am assuming this is a federal bill. We have 9 districts within Cal State East Bay so we can send this to our 2 state senators as well. Eventually, it would have to go the Senate to get approved.

**A. Ahluwalia** asks if there are other questions or concerns.

20:07

D. ACTION ITEM - **Commuter Day**

The Board of Directors will take action on Commuter Day.

**Motion** to move the Board of Directors to take action on utilizing \$1,800 from the programming budget for Commuter Day by **T. Luevano**, second by **A. Pajes**.

**T. Luevano** states in the last Board meeting, I had a layout of what was going to be happening for this event. Now, I do have the funding request for this as there is going to be swag bags like I did include last time, those are going to be donations which I am very thankful. For the food, I did look at Chartwells which is the dining operations that is tied with the university. I tried to put together as much food for the students within the budget that could be as manageable as possible. So, far, what I have come up with and finalized on is around 200 sandwiches for students. Obviously, different types of bread and filling so they can choose between the different options, fruit cups, yogurt in case students had breakfast at home, they can grab a snack for later. There is a vegan option for anyone that is vegetarian or vegan. We have in addition water or beverages of different kinds, on the website which I placed an estimated amount. The total came out to \$1,630 and I did add some wiggle room around \$1,800 in case I wanted to add a few more items for the food. I want to make sure that all students are included, and I would hate for it to run out and students leave without



anything. That is all for the funding requests, specifically the next steps would be reaching out to Chartwells point of contact that Kris actually gave me the contact information for that so when this is approved, I will reach out to them via email to get that squared away. For location, I am showing the website 25 live pro which is anything related to East Bay events. I get to look into the locations for that and finalize it there, as well as looking for any tables trash cans, chairs so on and so forth. I will be you know finalizing that once this action item is approved. Also, one thing I did look at the Senator of Commuter student Erin so I cannot wait to have you on board for this event which I am excited about! Is there any questions or comments?

**E. Pinlac** asks what day are we looking at for Commuter Day?

**T. Luevano** answers it will be on October 13<sup>th</sup> around 11:00 AM to 12:30 PM. We are still trying to figure out a good time for students that are going to be in class and are coming into campus. I want to have it in between breakfast and lunch time.

**E. Pinlac** states the reason why I ask is because I wanted to know if you are working with risk management because any event that has food needs to be approved ahead of time. I want to make sure you went through those steps. They automatically ask you when you do pick the location but if you have not picked a location yet then have that on your radar. I want there to be enough time to get it approved.

**Motion** to approve the Board of Directors to action on utilizing \$1,800 from the programming budget for Commuter Day by **ALL**, motion **CARRIED**.

26:07

E. ACTION ITEM - **Día De Los Muertos Celebration**

The Board of Directors will take action on the Día De Los Muertos Celebration.

**Motion** to **POSTPONE** the Board of Directors to take action on Día De Los Muertos Celebration by **T. Luevano**, second by **A. Pajes**.

**T. Luevano** states I wanted to postpone this to the Board meeting on October 6<sup>th</sup> because we were looking at more locations with different altars. I am not entirely sure how much of the items we were supposed to order. I do not want to order not enough items and then having a second location for more accessibility reasons. We cannot use a second place therefore I wanted to double check first and finalize those details. The funding will be requested at the next Board meeting.

27:59

F. ACTION ITEM - [ASI First Year Mentorship Program Policy](#)



The Board of Directors will take action on revisions to ASI First Year Mentorship (FYM) Program Policy.

**Motion** to move the Board of Directors to take action on revisions to ASI First Year Mentorship (FYM) Program Policy by **K. Dhillon**, second by **J. Domino**.

**K. Dhillon** states the changes that were made to this policy are reorganizing in terms of structure and updating a few things. If we look at the program description, a lot of that is background information which was moved up to this section on the document. If you go down to the second page, this section has the other changes that were made which was providing us more flexibility when the program first began. It was First Year mentees at the time, where we were working with all the executive officers, programming, and legislative affairs. With this, we widen the flexibility to be any government officers and then those who selected to be mentors are determined by the President, the VP, and the Executive Director. Those three work as it is very well together, and it made more sense for them to determine like who the mentors would be for the FYM program. Then adding the line that there will be a program curriculum outline prior to beginning of the program. So, again providing more flexibility, but making it very clear that there needs to be curriculum for the FYM program. In the past there have been different iterations of what we have done, and the purpose is to have something clear that is cut out each year, but also flexibility, for whatever the ASI leadership determines should be the focus for FYM. For the policy section, and as far as eligibility goes, this is just standard in line with the rest of our policies which are procedural things such as BaySync or applications. The other change was originally applicants had to provide a transcript for their high school GPA, but since the way the eligibility requirements were so some facts, the eligibility requirements for first year students when they come to us, they cannot be involved in ASI committees, the Board, or the Senate because of the Chancellor's Office policy. This is based on that which is why we have the FYM program, so it did not make sense to check grades if that was not a requirement in the first place. If you scroll down to the end, this is also an added option that if there is a phone or video interview, especially in a virtual or hybrid setting that is available. As far as the interview group goes, the ASI Chair is also involved in that process, as they are a member of the Personnel Committee. For the feedback, it can come from the Executive Director, but usually those emails go to the Executive Vice President which I would send out that feedback. If you go to the end of the document, that is the kind of sample application of how the application would look. Again, this is very standard with how the rest of our applications look and it is very clear on what the program is about which includes the description and standard information that we usually ask. Any questions?



**E. Pinlac** states I was only going to mention that I think if you have some of the mentors on the interview committee, it might be helpful. That way they know who the candidates are before they begin.

**Motion** to approve the Board of Directors to take action on revisions to ASI First Year Mentorship (FYM) Program Policy by **ALL**, motion **CARRIED**.

33:11

VII. NEW BUSINESS ITEMS:

G. INFORMATION ITEM - **CORE Building**

The Board of Directors will be informed on the CORE Building by guest speaker, Sharon Chen-Bateman.

**Daniel No** introduces himself as Director of Planning, Design, and Construction before introducing the building.

**D. No** states Sharon Bateman is our Project Manager for the CORE Building project. Right now, it is currently under construction, and we made light progress within the past couple months by adding the enclosure and windows. The roof is actually coming together, but if you can see the formation of the building from the renderings, it is basic looking as what we intend it to be. We are all very excited! Sharon did a great job with her design and construction team. Before I hand it over, I wanted to give a quick introduction of the building itself. This is 100,000 square feet, 3 story library building as a replacement building of the existing library. We first started the design work in 2017. That is actually when I joined, and Sharon join around that time too. We are showing you the startup of the project and the design process for more than a year which we started the construction in January 2020. The completion will happen next year in April and towards the end of April 2022 and after that is when furniture and the moving of the users will occur, and we are anticipating some time in summer people will be moved in. I know we do not have a lot of time, so with that I am going to pass this to Sharon, and she is going to talk about the some of the special features, the design, and construction progress.

**S. Bateman** states here we are a year into the construction, so we want to revisit to see what the program was and give everyone a little bit of what we are expecting. Before we jump into the program, I would like to share a couple of online videos. The first one is the CORE Building with a virtual fly through the building. This is the computer it was put together by and the early face of the design. Next, this is their vision of what they see this building would look like, and I think what we presented to everyone upon reviewing it looks almost exactly identical for the most part in comparison to what we have envisioned 3 years ago. The second



video is another one minute video to take everyone through the construction process that we have 2 sights for the camera that one is located at Meiklejohn and one on top of this library. Everyone can access the cameras if you check on the CSU website on the CORE then everyone can know it is a live 24/7 camera to see the progress. We have this time lapse and just collect older photos throughout the past year. This is little less than a minute so with that said let's start the video. The video of the building will start in the sky and will transition inside to see the entryway and people walkway. This is the site camera which was installed sometime in March in 2020. We broke ground in January 2020. You can see some of the rough building has happened which I think that was the end of the relocation of the underground utility. The first big test is that we had to build two sets of 10 feet of levels, one is towards the back, that is about to 2 story high is very from 5 to 70 feet and then one is in the front where the door would be so from the RAW to the door entryway is about 1 level. From the front of the building to the back the building, we talked about it being 4 story but 3 story of difference in height. We actually create a 3 story building, and we have a four stop elevator. On the old door stage, we called it level zero so we utilize the design of the building to help with the assets to further improve the assets of the campus which everyone know will be on top of the hill which getting through up and down the hill with a path of travel is always a challenge. You can see with the building at the start are the seismic bracing which those are actually installed before we put a slab on the grade. The concrete slab on the grade was before the year after we broke ground. Within a month, at the beginning of March, we have a topping off ceremony and that is to place the last beam. Soon after that, the next big activity is fireproofing which you can see the gray color of the building cover when they spray the fibers as it is messy. There you can see the construction start putting the first floor then the second floor and third floor. After fireproofing is in putting in place the exterior cladding. We are near the end of the exterior cladding on face that is for this very small area in the south side, which is facing the RAW. We still have panels that is not complete, but we have nearly completed the other face of the building. I can tell that the campus is becoming more excited now we see the real building in front of us instead of looking at a pile of dirt for the whole year with a bunch of stuff and beams. Now, I will start my slide presentation which is a short version. I wanted to talk about the interior of the building because everyone has seen what the building has transformed for the past year, but we have not presented to many of groups of people of what happened to the inside and what kind of program. We are still talking about the side plane which is the trailer row. It is the 95 to 400 feet height of the building with a bridge element from third level connected to upper row. We have the filing that was recreated and widen to 20 feet, and it does a double duty as a fire escape path and a path of travel for wheelchair user is greater than less than 5%. Prior to this, the existing



row is that we have connected a sensible path about the campus and slowly, going through the various projects for improvements. I think everyone knows the campus well, so the building side in front of the trailer row and facing the Union clock with Union Bookstore and library at the north side. Second, so this is the exterior finishes of the building of the solid portion is the fiber glass which is made to look like stone. That is the majority the building exterior finishes and then the vertical sun shading device which you can see the 90% of the sun shading has been installed. Those are metal and the same color is this champagne color throughout the storefront and the window system. We do have the middle portion to the rectangle as the gray color. This was designed as a metal panel but has changed into a similar gray color. That is our element that was mentioned earlier. We have a 3 story building with 4 stop elevator. This corner here is where it opens the door to each level so people can enter from the building from Union. Then to the exterior opening into the elevator and into the building, you can go inside the building and travel the deeper levels and get to the science building side and so forth. The architect has done this little legend on the side. It provides the idea for each activity level. The cool color meanings a quiet space versus the orange is active, noisy space and noisy space. The first floor is designed to be in noisy for a library as nowadays is different from a lot of traditional library in a quiet space with tables and chairs. It is more of a collaboration space for people to meet a student to meet, discuss, or gather. We would also provide space for faculty and staff member. We did not feel that the campus has such a space available. In this building, it was very much designed with that in mind. On the first floor is the orange area which is all open, we have a very open area then afterwards is the library. Only 20% of books are being transferred into the library. We only have very small portion on the first floor is to the dark blue area, but those are for high bookshelf along the area. In terms of the orange area, the furniture is designed to have tables and chairs on wheels. We have whiteboards so students can use as they need it and assemble whatever size of gathering areas as needed and. This space is cut through the new portion with the circulation space meaning is for both entries that are facing the Union and the face on the entry facing the north side of the library is entrance. Cutting through this rectangle volume would be our main lobby at the west portion. We have a double high space, but it connects to the exit and into the library with that direction. This circulation in the middle, we have a north volume called a piece of slice that is a wedge area, then we have this bar area of the north portion area. In particular, the first floor we have this we have more of an AV equipment area of a higher level which is a different way up to allow a different, flexible program. They are folding partitions which we have one folding partition and a secondary folding partition as it is designed to create a three separate rooms versus two big room or one giant room to accommodate different use. If there is no specific program happening in



the space, it can be used as a collaboration space for students to gather and use. In terms of the middle portion other than the bookshelf, we have about 30 different study rooms. There are small, medium, and large rooms of different ratios. They are scattered around as well as the first floor. They are located in this middle zone. There are 2 elevators which we have an internal elevator and another elevator that goes down to the course level that is forced off. Towards the back, we have stairs, restrooms, and the library function with their internal department. The first room at the back of house is the learning commons, our mechanical room, restroom and then we have reserved is the main circulation desk. Next to it is Access service and tech services that prepare the department exists there. We do have an all user restroom that is located at the south side. This is designed to have 4 high partitions with 1 inch opening on top and bottom so that actually we were able to include one in this building that is located at this corner. The building also has a cold storage for archive with special collection, which is located on the first floor right here. Towards the end, there is a bigger size room for 50 plus people. It is not a peer to peer learning, but it is a larger space that can be used for class or presentation. Towards the southeast corner, we have a very small loading area where there are 2 parking spaces that are designed for UPS truck or book delivery because currently the library, which orders different books every day. This Fall, we will share of view that extending the lobby overlooking this collaboration space. Standing in the lobby, you can see the main stairs on the left and further on the right in the end, that is the north exit which is also the entryway to the library side. The second floor is blue, so it is a very quiet floor. This is our traditional library that is designed to have the 20% of books. Here in the other space, the eastside and the south side is all for the bookshop that is for the 20% of the collections. On the west side, the furniture of the area are long tables and chairs with nothing on wheels tables and chairs, In the middle is the study room. We do have on this floor exterior on that area, which I think this is the one place, that we have an excellent view down to the Bay is a very small area but is something that you know that we don't really have the opportunity to have often for similar thing in the slides area. We have all this open below that is behind the lobby. We have two other smaller study rooms in the west area on the north side. This is about the middle of less than 30 library offices that is located on the second floor in school. We have a 3 views that we would like to share with everyone. The first one is when you are standing on top of the double high lobby and looking down. The second one is when you look at the big open area with tables and chairs which is our main collaboration space, and it is a quiet area. The last one is when you are standing instead of viewing, looking out at our exterior. This field where we are we standing and looking down in the lobby. The difference from this rendering and shown is an early phase is that it was one of the project concerns for Fire Marshal. We have to close the whole thing instead



of a glass rail, so this would be a full high ceiling. The second one is just to give you an idea of the open area and the left side is one of the study rooms. In the middle is an open area and then more cluster of study rooms. We can see the 20% the bookshop at the far back. The last one on this floor is inside of the building, we look at the exterior. The third floor is mostly a quiet level because that is where we have all our study commons, but we have the SCAA that is located at the north side of this west area. Currently the SCAA is in the middle of the building but moving the SCAA to the third floor. Specifically, right next to the bridge entrance on the third floor, we feel that this will make it much easier for everyone to find the location. Another element on this floor is that we do have 2 tech spaces. One is this space here in the video which is 50 plus capacity for people. The other one has the AV equipment that is model after a future classroom that IT is inputting a DEMO that are currently in the in their office. We have worked with IT to specify the right type of equipment for this to them. The other tech space and most of the area along the back is where we have most of our desktops and computers. Towards the back area and the side, you see those are the study lounges. In the front, we still have the tables and chairs for the most part. In the middle portion are study rooms. In this building, we were able to introduce a skylight in the middle. On this floor you see a hole in the middle of the opening, and you can look out from the second floor. The reason for that is it was designed with the zero energy concept in mind. One of the biggest and most important thing we are trying to do is by creating a zero energy building is trying to minimize the use of any main electrical power. For example, this one brings a light in the center of the building which can minimize or lower the amount of natural lighting for the requirement which is the intent from the architect. The building is actually creating very pleasant space and one other thing to point out is that we may not always see the library but for this building, we created a reflection area. We have heard different names such as a yoga room, timeout space, prayer room but it is a space that is created to serve multiple needs of the community. It is a space that was created with the divider in the middle because there might be time to separate into two separate areas. There are two other spaces that is actually in the program, which is outside in the hallway, so they are located at the south side. We have two views that we would like to share which one is standing from the lobby. I think you can look through one of the main tech room or the future classroom. This room is called the fishbowl as is has one style and 3 glass walls you can see through. You might be able to see behind. Here is the earlier rendition which is the minimum details in the walls and so forth. You see the fishbowl room with glass and further is the exit of connecting the bridge. The last one is the open space on this area, and you can see the full high glass, this will be our loud area that opens to the second floor below. Thank you for the time and I am here to answer any questions.



**E. Pinlac** asks my programming team at ASI are asking this since Daniel mentioned that it would be opening around end of April which the construction will be done, when do you think the fencing will be pulled back so we can start doing programming in the grassy areas?

**S. Bateman** answers you will have to talk to the contractor, but I am guessing they will not pull back anything earlier than that as their contractual obligation is April. That is our contract and for them to finish the building earlier, given this project was challenging in terms of logistic, they do not have much room to store the stuff they need. I doubt they will be able to pull back. I think everyone wanted to ask especially for any other activity around the Union. We cannot offer those activities for the past two years which I know this has been difficult for everyone. That is because the fire line, which is part of the scope of work, needs to be built. I do not think it will be pulled back any time soon, but I will let you know if I receive that information.

**A. De Leon** asks is there is other discussion or questions then adds thank you so much, Sharon and Daniel for the presentation! I know a lot of us are very, very excited for the new building and we really appreciate being able to hear a little bit more about the progress and what it is going to look like.

58:17

#### H. INFORMATION ITEM - **Pioneer Dining**

The Board of Directors will be informed on Pioneer Dining by guest speaker, Elizabeth Gavigan.

**Elizabeth Gavigan** introduces themselves as the Residential District Manager for Pioneer Dining at Cal State East Bay.

**E. Gavigan** states I am new to campus and have been on campus about 6 to 8 weeks. I am still learning my way around a bit, but not to worry you too much about that I have been in higher education dining since 2000 in various capacities. I have had a lot of fun working at places like Northwestern University in Chicago, Illinois. I actually did a stint with Amazon, which was fun and educational. Now I am here and very excited to be on campus with you all. With us this year, if you have been on campus for a while, you may recognize chef Elmer and Mecca they have been part of pioneer dining for a while. We do have a new campus executive chef and her name is Joy Marquez. She has been on campus the exact same amount of time that I have we started on the same day. She is still trying to find her feet on the ground. Kayla Lamont has been on campus for a while, and she is a Cal State alum. We are super excited to have her as she is very knowledgeable about the campus and wonderful to work with. You may have seen Victor Cervantes around as he is our Resident Dining Director and then Paul Chan is our Director of Catering. To share a little bit about who we



are. First of all, our culinary philosophy is just using fresh ingredients, cooking from scratch, and making sure that we're batch cooking things so that the finished product is actually high quality and something that we would want to eat ourselves. We also have a strong focus on sustainability and wellness. Although if you have eaten in Pioneer Kitchen lately, you may disagree with all the paper where that you have seen floating around. While it's sad to report that the dish machine is down, but the reason that we are using the paper where it is to protect our students. That falls right into the wellness aspects of what we do, and it was apparent that if the machine was not 100% functional, there was no guarantee that the dishes were going to come out sanitary. I elected to stick with paper until we have that 100% guarantee that we were not putting anybody at risk. That is a part of why you are seeing that, and we also work to support student success in our in a variety of ways. We offer internships, mentorships, but we also want to support our students with their goals about what they are eating nutritionally. Their wellness health and wellness goals are part of what we do as well. We want to be the holistic partner in terms of dining for the entire campus, supporting events, and ensuring that the voice of the students is heard. As you can see, we have right now Panda Express, Starbucks, both markets which are the micro market and the Union market, some food trucks open, the Red Wave Sushi, Pioneer Kitchen, main dining operation and Dining Commons. I received an email from a student yesterday asking why everything is not open and when can I expect everything to be open. I will share with you my response to the student who sent me that email. I explained that currently campus enrollment is approximately at 50% and a lot of our students have elected to learn online. It has substantially reduced the amount of traffic that we normally would see on campus. Unfortunately, it is not sustainable, and it is not even plausible at this point to have all the operations open, simply because we are all trying to kind of recover from what the challenges that we have encountered with the pandemic. What I will say is that, even though there are some very real challenges with that we are working very closely with our university partners to talk about Spring and what that enrollment is going to look like in January. That is ultimately what is going to determine what is open and what is not. I will share that with you as soon as we have more information around that and we will be communicating it through social media, various marketing techniques, and you will see signs up everywhere. We will definitely want that word to be out there, so just watch for that as we get more information to keep you informed. Now some good stuff that we are doing in these operations is that we do have open, you may or may not know about the meal equivalency offer that is available in Panda Express. Our traditional board students who have dining plans with meal swipes can use one of those meals swipes at Panda Express and it is limited. There is a combo meal that the student can get for that, but it does not tap into the flex dollars that are also part of the board plan. I think that is a



nice offer and then I mentioned that the food trucks are on campus. We currently have about three different food trucks we are working with. To be honest that is one of the other real struggles that we have encountered. Food trucks have suffered as well, so a lot of them have closed, unfortunately, and then a lot of them are just trying to ensure that they are best utilizing their resources. We are currently partnering with a new venue to help us bring more food truck variety to campus so be on the lookout for that, because we are expecting to roll that out pretty soon. I am in the process of wrapping up that subcontract deal right now. I want to talk a little bit about Boost. If you are not familiar with what Boost is, a little background that it is an app on your phone that you can order ahead to skip the lines and you can pick up your food quickly and easily. You can even link your meal plan flex dollars to your Boost account and here is a really cool benefit when you are paying with flex dollars, you are not taxed. This saves you 10.75% which is a chunk of money that really starts to add up over time. The other thing is that Boost offers the dining hours, what locations are open, what are the menus, and even events can be found on the Boost. This information is also available on the CSUEB campus website, but the really cool thing that I love about this is that all of the nutritional data and information, as well as allergens that are identified through that app. If you have not had a chance to check it out, I strongly encourage you to take a look at it all you need to do is just text Boost to 99299, download the app, and set up your account. I wanted to mention about Boost is that we are offering a later night service out of Pioneer Kitchen, which can be ordered through the Boost app. We are trying to have an offer for students are on campus then coming from work and they have not had a chance to get anything to eat. We are trying to make it super simple thing to stop, pick something up, and roll on to class. For those who may not be familiar what we do offer in the Pioneer Kitchen every day, there is always a vegan station, there is always the grill open, we have a general allergen station which is probably the most popular station. It definitely my favorite, but it is specifically for avoiding all of the nine most common allergens now. When we named GA several years ago within Chartwells, there were eight then we have since added one, and now there are nine of the most common allergens that we are focusing on avoiding there. We also have the student choice which changes and has historically been something that the students voted on, then that menu apparently would run for a week. I do not have the capacity at the moment to have the voting feature set up as we are working on trying to figure that one out. However, in the interim, my goal in partnering with my chef on that is to change up that station offered at night, make it something more exciting and fun. I want it more interactive and engaging for the students and we will use that particular platform to bring in guest chefs. I am actually already having someone from campus that is going to come in and do a guest chef presentation with us which I am excited about. We will feature some things



from chef Joy there as well. The other things that are available are the salad bar, deli bar, fruit and yogurt bar in the mornings, desserts, cereal options, breads, and quite a few beverage choices. Hopefully enough of an offer in Pioneer Kitchen to satisfy even our toughest critics. Every month we have several different features that we present to the campus community. We have a monthly teaching kitchen, and we are actually doing one today. I really love for you all to check it out and attend like we have the whole kitchen setup in the dining room. Joy is out there with knives, fruit, and talking to students about how to how to choose the proper pH or a right peach. Also, how to properly cut a cantaloupe and things like that which is a nice opportunity to have some fun, break up the monotony, and learn something. We recently did a DIY series do it yourself so that is chef Mecca there in the bottom left hand picture with her smoothie drink station which was really well received with the students and then we offer several themed events both large and small. Fuel items, it is spelled F Y U L, and what that is that we will target a specific area like antioxidants, for example, and throughout the month we will offer little add-ons that would not normally be on the menu. You see the smoothies over by the GA station that is part of the focus for that month and there are various items throughout the stations to present that specific idea. Finally check out social media, because we do a lot of giveaways, we do a lot of promotion so make sure you are checking out our Facebook, Instagram, and Twitter. We are going to tell you about job opportunities, because this is a really cool thing that we do here all the schools I have ever worked with tried to hire students to work with us in the in the dining areas. However, at Cal State University what I have seen is that we have a much higher population of students willing and wanting to come work with us. It is exciting that we hosted a job fair with an interview session or interview fair almost two weeks ago. We had 163 applicants and that did not include all of the ones that we had talked to and even hired prior. If you know somebody that is looking for on campus work, it is a great opportunity as we offer flexible schedules. The other thing that we're that we offer is our internships. I do not know that is very well publicized, but I definitely want to share that with you today. I think historically, the internships have been maybe limited to marketing or wellness, but I want to open that up to even a bigger broader platform where we can offer up a culinary internship. We can offer a leadership management internship as I would like to see us have a Business Administration intern that I could work with and, hopefully, you know share experience to help them be successful in their careers. We are really pushing hard to get access to folks who are interested in doing internships here on campus because we think that is part of what we need to be delivering to the to the campus community. If you know somebody please keep us in mind, we definitely want to hear about that. We have a new student catering menu that we have created and ready to roll out. I do not know that you all have ever had at least



since Chartwells has been here. I do not think you all have had a good student menu offer and I am excited about this one as there is a lot of variety. I will say if you want to review it and I am happy to share it with everyone, but once you review it, you may see the prices are a little higher. Yes, some of that is going to be expected because we would have difficulty getting the product which is one of the post pandemic challenges that we are dealing with. Please bear that in mind, as you look through it, but hopefully you will agree that the variety in the offer far outweighs what you had in the past. The other thing that I am excited about is that we worked with an organic, local organization to understand the area here. We took the data that we had about Hayward and the local community surrounding, and we kind of dial down what folks are looking for in this area in terms of dining. From that, we created a survey targeted at the university students, faculty, staff, commuters, and residents students. In turn, we can determine what do you all want to see brought to campus. We know that the based on the data that we have, we know that these two things are the most sought after venues, what would you all prefer, therefore you have that survey that is currently out now. If you have not filled it out, please fill it out. We would love to have your feedback it's super important as we work to make decisions informed decisions about what to bring to campus because that makes us a better partner for you. After this survey, there will be another holistic survey coming out in October that focuses a lot on customer service, it focuses on retail offer resident dining offer, there's a lot more inclusive in terms of the information that we are seeking. The survey that is currently out is very brief, I want to say it is 10 questions and you might win something really cool such as air pods and some swag to give away. Are there any questions for me?

**K. Dhillon** asks if students do have feedback, how should they communicate with Pioneer Dining?

**E. Gavigan** answers that my contact info is on the screen with Kayla and chef Joy. We do we do offer feedback opportunities and to be 100% transparent with you, I know Kayla markets them. I do not know exactly where they are so I know I get the emails where a student will respond to or dial in and want to communicate some feedback, Those usually come directly to me, but I will have to follow up on that question because I don't have the exact answer that I know you're looking for.

**J. Carmona** asks what can I do to help promote some of the events that you have going on, some of the projects, and opportunities?

**E. Gavigan** answers that I will have a better answer for you as I get more acclimated to our campus. I think, more than anything, just being helping be the voice of the students, because we do not always get the feedback right, it does help to spread on different platforms. Also, to help us get participation in the surveys that is really critical right now, because we have



to have a specific amount of data in order for it to be considered a valid result and we are just not there yet. That is going to be out, you know another a few more days, and we, and we really want to see a good turnout out. So that we make the right decisions about what to bring to you. I think that is the best way to support us, I think the other way is you know when we are promoting events, maybe we can partner, and you all can help spread that word I think that would be awesome. We talked about these things on our social media ,we post them in the dining halls, and you know throughout campus but, at the end of the day, if students are not talking about it, maybe the message does not get communicated as well as it could. If there's anything that we can do you know, to support you all that is certainly what we are interested in doing if you want to host an event that is tied to food, and we can you know somehow partner on that you know we would love to do that and talk with you all about it which I am super open to ideas and suggestions and feedback.

**M. Almeida** adds that I get the opportunity to work with Liz very closely and the direct campus partner representing the university with the dining program. I cannot emphasize enough the fact that we need mass participation in this dining survey. If you all remember Taco Bell and Pizza Hut was one of the last brands to come to campus and that was driven through student feedback. This brings the next phase of dining, and we need to have this by the end of October because we will be working directly with Chartwells management as well as Daniel No and their construction team on campus if we want to have that ready to go for Fall 2022. Kayla Lamont is spreading the word on some of those events for cultural celebrations that are going on inside the Pioneer Kitchen which are great opportunities to share the goodness.

**A. De Leon** asks if there any questions then adds that I do want to add that I met Liz yesterday for the very first time. The Pioneer Dining was really beautiful, and it was so good. With all that you mentioned today about the survey, we would love to find ways that we can support it and we are definitely taking that into account. Thank you for joining us today!

**E. Gavigan** states thank you for having me! Do not hesitate to reach out for anything that you all might need, and I would love to continue to partner with you all. We will definitely be in touch for how you can support us as I figured that we will definitely be reaching out soon!

**1:24:40**

**VIII. SPECIAL REPORTS:**

No special reports.

**1:24:50**



IX. ROUND TABLE REMARKS

**E. Pinlac** states next week, I will be in the office on the 30<sup>th</sup> and my calendar is free. If you wanted to meet, go ahead on inputting it in my calendar.

**K. Dhillon** states it will be excited to have you back Eric. I know you have been keeping your office very occupied and clean. First and foremost, congratulations to all of our newly appointed senators we are very excited to have you and hit the ground running to start advocating for students. The First Year Mentorship program deadline has been extended to October 8<sup>th</sup> to make sure that we can recruit more first year students. AJ, myself, and Andrew are all working on a first year program with the GS classes which more details on that will come soon. This morning we had the first meeting for the Future Direction Steering Committee Meeting. I believe Mark was also in that meeting which was very exciting. There is also a meeting tomorrow with ASI Board so if you all are able to make it, please do make sure you are there. It is very important because we are setting the direction for the next five years for our university. We want to hear your feedback and share your vision for where they should be going.

**S. Nielsen** states I was wanting to bring forward an issue and talk to the ASI Board of Directors, Angelica and I will meet tomorrow as well, but I wanted to talk to the committee briefly about the tenure and promotion process of our current process here at CSU East Bay. I wanted to provide some background and give you my purpose for making this brief presentation. In terms of background, all faculty at East Bay undergo evaluation by colleagues and administrators. There are different processes for evaluation, depending on whether faculty are lecturers, assistant professors, associate professors, or full professors. This month on September 8<sup>th</sup>, the Academic Senate was CC on a letter from the African Ancestry Faculty and Staff Association. The letter raised concerns about the evaluation process for assistant and associate professors. This year, our university tenure and promotion committee which evaluates assistant and associate professors was completely made up of white professors. This was not an intended consequence, but it was something that was brought to our attention that we want to address in the short term, midterm, and longer term. The Academic Senate received letters of support from other affinity groups on campus and those are listed here on the slide. What I wanted to do in this presentation today is provide an overview of our current tenure and promotion process and inform ASI about what has happened since we received the letter from AAFSA. Then invite ASI and other students to use your voices into this conversation because this relates to the professors that we have on campus, the professors that are working with us supporting you in your goals and your journey. It is very important that we also have a good process and learn to adapt our process when we find out it is not working as well as it should. So just briefly, our tenure and promotion review process at Cal State East Bay for assistant and associate professors involves the faculty members submitting evidence in their dossier or an online portfolio that documents their excellence in teaching, research, publication, and service to the university and the



community. That dossier is then reviewed by their Department Committee. The Department Committee writes a letter to the candidate, then the Chair of the department does the same kind of review and produces a letter for the candidate for tenure or promotion. Next, the faculty members' dossier is reviewed by the College Committee which is made up of other faculty from their college then it is reviewed by the Dean. From the Dean, it goes to the University Committee, the University Tenure and Promotion Committee. It is then reviewed by the Provost and, finally, the final decision is communicated by the President. The Librarians who are also faculty on our campus have a slightly different process which is noted here. To confirm, the final decision for the President would be for an individual faculty member that is an assistant or an associate professor. This is a decision to grant or deny tenure, or to grant or deny promotion. Faculty members at each step of this process do have a chance to write a rebuttal letter if they do not agree with the Committee or the individuals' evaluation of their work. I also wanted to mention that the process for forming Tenure and Promotion Committees is an elected process that is set out in our policies and procedures for the Academic Senate. College elections happen for representatives to join the University Tenure and Promotion Committee in the spring semester for the following year. The College elections have to happen after that, so that the colleges will then elect faculty members to serve on the College Tenure and Promotion Committee. After the College Committee is seated then the department's elect the Department Tenure and Promotion Committee. I want to finally share with you the work in progress that we have done so far. We have had a number of discussions and brainstorming sessions with the Provost, Senate Officers, AAFSA, other affinity groups, and with the Academic Senate Committees that deal with the evaluation of faculty and issues of faculty diversity and equity. In these discussions and brainstorming sessions, we are looking to come up with short term ways to address the concerns that have been raised and the unintended outcomes of having a committee that is not representative of our faculty. Even though we still have work to do on making our faculty better reflect the diversity of our students, even though we are still dominated as faculty by white faculty, it is important that we have better representation on the University Tenure and Promotion Committee. We are working on finding short, medium, and longer term ways to address these concerns. We have also made requests for data to better understand our past and current practices. We do know that this year's committee being completely white was somewhat of an anomaly in the last 6 years because typically there are at least 1 or 2 members that have our faculty of color, whether they are Black, Latinx, or Asian. The diversity and equity liaison officer and I have been working on a resolution to require JEDI which is justice, equity, diversity, and inclusion. That is in the process we shared it with our ExCom. On Tuesday, we received feedback about things, but there was one area we may be able to do that came up in our discussions and brainstorming sessions that we have had over the last 2 weeks. We are also going to have a town hall on Tuesday, September 28<sup>th</sup> from 12:00 to 12:45 PM for further discussion, brainstorming, and reporting on what progress



we have made so far on trying to address these really important concerns. If people have any questions, I am glad to answer them.

**A. De Leon** states Sarah and I are also meeting tomorrow to discuss this more so if you have any questions feel free to reach out to me and then I will also bring that conversation up tomorrow as well.

**S. Nielsen** states I did not include the link to the town hall in my slide. I am sorry forgot to put that link in there, but I will be happy to share it with everybody. I would love to have students attend the town hall. The affinity groups are invited to the town hall, and we are also working on getting the word out to faculty as well, so we can have as many voices participate as possible.

**M. Almeida** states I just wanted to remind everyone and through your social circles to get the word out that we still have a number of students that have not certified on about their COVID-19 vaccination. That is needed as we are very close to putting holds on registration and finding other ways to try to engage students to go in. We understand that it may be challenging given that you have to go to mycsueb and there are a couple of different steps that you need to take but it is very important. For the second part, that is for those students that have medical or religious exemption, you are still required to test. This is a reminder that we do have testing available at Cal State East Bay campus. I believe we stopped by one day on the Concord campus and, on top of that, you can test off campus and send that into Student Health and Counseling Services. I am going to put on the website, but we have been trying to revise the website as we get more information about it. I will include that in the link for you all, but just a reminder that we are getting to that point where we do need action from students, and you all are great voice to help move us along.

**M. Maamou** states I was going remind you and Dr. Nielsen to let us know what we can do because this is really important. Thank you for bringing this up to us and bringing us into the conversation. Also, I would love to stay updated on what happens next and what changes are down the line.

**S. Nielsen** states I am looking forward to meeting with Angelica tomorrow, and we can work on thinking about strategies. I will definitely keep everybody updated as well as we continue to work on this on this process.

**A. De Leon** states I have a couple of reminders. Again, congrats to all of our senators and our non-academic senators, we are very excited to be growing as a family! I am very excited to see all the work that you all will be doing. I wanted to give an update that Student Trustee Krystal Raynes came to campus yesterday. Thank you so much Josh and Kabir for taking her on a tour of HOPE! I was also able to take her around different parts on campus. Kabir helped me out with the DISC and Athletics. We actually got to see some you yesterday. Also, similar to what Kabir mentioned, we do have our Future Direction meeting tomorrow at 12:30 PM. This is mandatory unless you mentioned to Kabir and I that you are unable to attend. Please, make sure to accept that invitation. Also, our Senate Onboarding is on Friday, from 2:00 to 5:00 PM. We are very excited to get our senators



onboard and make sure they are all ready for this semester. Another reminder, you might have received this Google Calendar invite, but we are having another Board of Directors meeting next week. There were some changes with appointment, and we need to have a quick one from 12:00 to 1:00 PM. The agenda will be sent out tomorrow which I have ready to be sent out. The last little reminder is to make sure to keep checking your emails and accepting or declining invitations on your Google Calendar. It is important that we know your availability and that you are being consistent with your emails. I have seen a drop off in the weekly task list emails so please make sure you are continuing to do those as they are part of your position, the overall policy agenda, and the task list which we did talk about the beginning of the year. I just wanted to keep that as a reminder as I know everyone is at different capacities which I do want to be mindful of that. However, please communicate that if you can as we are all working together, and so that is just part of our social contract as a team. Please make sure you are doing that and that you are taking care of yourself.

**1:40:05**

X. **ADJOURNMENT at 1:45 PM**

Minutes approved by:  
**President/CEO & Vice Chair**  
Name: Anjelica de Leon

  
ANJELICA DE LEON (Oct 1, 2021 09:59 PDT)

Minutes approved on:  
**09-22-2021**  
Date: