

Board of Director Meeting Minutes of November 17, 2021

- I. CALL TO ORDER at **12:01 PM**
- II. ROLL CALL
Present: Kristina Caro, Angelica De Leon, Kabir Dhillon, Mirna Maamou, Jose Simon Carmona, Tyler Luevano, Justin Withers, Joshua Gay, Andrew Pajes, Arazeli Barragan, Tayla Beasley, Martin Castillo, Steve Spencer, Marguerite Hinrichs, Andrew Yunker

Late: Jasmine Domino, Ashmita Ahluwalia, Erik Pinlac

Excused: Zaira Perez, Neilah Peku

Absent: Mark Almeida, Sarah Nielson
- III. ACTION ITEM - **Approval of the Agenda**
Motion to approve the agenda of November 17, 2021, by **J. Carmona**, second by **J. Gay**, motion **CARRIED.**
- IV. ACTION ITEM - **Approval of the Minutes of November 10, 2021**
Motion to approve the agenda of November 10, 2021, by **J. Carmona**, 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 committee on any issues affecting ASI and/or the California State University, East Bay.**
No public comment.
3:42
- VI. UNFINISHED ITEMS:
 - A. ACTION ITEM- **Destress for Success Event**
The Board of Directors will take action on the Destress for Success Event
Motion to move the Board of Directors to take action on the Destress for Success Event by **T. Luevano**, second by **K. Dhillon**, motion **CARRIED.**

T. Luevano states Jilian put together an amazing layout for the package items. She wanted to include the hot chocolate packets, hand sanitizer, and mini cones of popcorn. There are some custom mugs with the East Bay symbol which I will put her in contact with the company to move forward in those customized items. I am unsure if the Starbucks gift card will be approved but we included that on there in case. Those items will be for the package that we will be giving out to students and staff who sign up via Google form. For the room that will be reserved for studying purposes, I will be in contact with Charles again as before. There will be snacks for students that come in and out such as croissants, scones, as well as some coffee. We will be providing water for students. The next steps for this event will be getting it approved, ordering the items for the package, then ordering the food items. Lastly, completing the room reservation request form, along with the COVID-19 precautions form.

K. Caro asks if there are more questions or discussion.

Motion to approve the Board of Directors to take action on the Distress for Success Event by **ALL**, motion **CARRIED**.

7:30

VII. NEW BUSINESS ITEMS:

A. DISCUSSION ITEM- **Women in Leadership Event**

The Board of Directors will discuss the funding request for the Women in Leadership Event that will occur in the Spring Semester.

A. De Leon recognizes the increase of women in leadership that we been having at East Bay. For the Spring semester, hopefully in February because that is Women's history month, we were thinking of having a panel of some of the women we have in leadership on campus. It would consist of opening remarks from each panelist and then a Q&A session for the attendees. In terms of funding, we were hoping to have \$200 for a giveaway and snack at the actual event. In terms of the panelists, we were hoping to have President Sandeen, which we asked her, and she said yes. We were also hoping to have our Academics Senator, Sarah Nielsen, and she already said yes. In addition, we are hoping to have our new Athletic Director, Allison Kern, in there as well. To Spencer, I will be reaching out to you about that, and we wanted to see if there were other people on campus that you would love to see on the panel as well. Please feel free to reach out to me. This is an event that we are hoping to have next semester and I am open to questions or feedback.

A. Yunker states this is awesome, and I was curious if we could orchestrate something that we could just highlight these different people that go to the event or the panelists such as on your website to get more traffic. If you want to showcase other things on the website, like



an area that you can continuously add to that for each year. If you want to have this as a continuous event for every single year, this is 2021 spring and then the 2023 spring, you can have like a listing to showcase it.

K. Caro asks for any other questions or discussion.

A. Barragan asks if this is more of a Q&A style for the event?

A. De Leon responds that we were thinking of having the beginning as opening remarks with how they came into their position, tips, and advice. The latter half of the event would be open to questions and having a conversation.

A. Barragan states if it is possible if you can add in 10 minutes at the end to network and because I know some people might not want to speak out loud or ask a question. It might be easier to have space to approach them.

J. Domino states I want to see if we can have the mayor of Hayward who is a female, and other City Council members who are also female, in the panel. This can also create more opportunities for students who are interested in legislation.

A. De Leon states this is why I love this work and these ideas because it helps a lot. To Jasmine, I can connect you with them. I think that would be amazing to network outside of East Bay. I believe I was talking to Erik about a model for the event. Towards the end a very similar event, there where each of the panelists that would go to a specific table. Students were sitting, actually talking to them, and having those conversations. It was a roundtable where they would shift to a different table. That reminded me of that idea, and we will definitely incorporate that in there. Thank you everyone!

A. Yunker was curious if this event will be hybrid or in-person.

A. De Leon responds that since we are thinking this will be in Spring semester, we are having that shift to be more in-person. We have not thought about potentially having at least a Zoom option for people to listen in but that is something I can talk about if we feel that is the trajectory of next semester. I am always open to it for accessibility reasons but that is something good to think about as well.

K. Caro asks if there are other questions or discussions.

14:04

B. ACTION ITEM- Spring 2022 Semester Office Hours Replacement

The Board of Directors will take action on the Spring 2022 Semester Office Hours Replacement.

Motion to move the Board of Directors to take action on the Spring 2022 Semester Office Hours Replacement by **K. Dhillon**, second by **A. De Leon**, motion **CARRIED**.



K. Dhillon states that we do have office hours every semester and it is very clear cut on having people in the office. The purpose is to ensure there is that student engagement piece to it. As you all know, this last semester we moved to a task model in replacement of that, therefore going into Spring semester, AJ and I decided that the best course of action is to replace office hours for Spring semester. The replacement includes that everyone would be in the office at least 1 hour and you would be doing tabling or in the office. There is that component that there is a scheduled time that you are available to students, and they know where to find you. The next thing is attending at least 2 ASI sponsored events per month on the reason being that ASI hosts a lot of events. As officers at ASI, it is important for us to be at those events and engage with students. Also, to show support for the Presents team and the Programming Council. We do know people might not be able to make those events because of work or class. The alternative would be you to host two additional hours of office hours or tabling. 2 hours is equal to one event, so if you really wanted to, you could replace those 2 hours or those 2 events with for additional hours. If you cannot make it, you would share you went to this event. We can verify if you actually did not attend that event, and if you cannot attend, you would just let us know. We are going to continue with the monthly tasks models, because we found it to be the most successful thing ASI has done. It keeps everyone on track and provides that structure with submitting your updates for what is going to be a biweekly basis, and then you also commit to being available to your constituents. For example, if I wanted to meet with Mirna for club funding, as her constituent, I would email and let her know so she would schedule that meeting. Again, if the student wanted to meet with you, they are absolutely more than welcome to do that, they would work with both of your availabilities to schedule that meeting. Any questions about the plan.

A. Yunker states I think you are going to reach a lot more people and potential collaboration with the board itself. When will these schedules be updated on the website?

K. Dhillon answers the 1 hour per week, that is going to be a set scheduled time. This time, every single week, you are going to be in the office. Before the era of COVID-19, everyone would send that to the VP, I am going to ask everyone for their office hours and then that is also going to be updated on the marquee. It's very much a scheduled time on when you are going to be available.

M. Castillo states for those of you who are not aware, we started an “ask me” initiative, this past Fall. We had students sitting outside of the buildings that had the most in-person classes. They were out there with masks, hand sanitizer, and snacks. We are going to be doing it again in the Spring, and we would welcome ASI members sitting out there if that were something that they would like to do. I do not know if that is something that could be



included in this memo since have taken action already, but just know that opportunity will be there for the Spring at least for the first 4 weeks of the semester.

K. Dhillon touches base on the routine so that would be considered tabling which I am more than happy to have that be accepted for hours. We want to do the “ask me, but we want to ensure that we are still engaging with students and that in person connection is something that has been lost over the last year. We want to bring that back and as it is a little bit more meaningful.

K. Caro asks if there are any more questions or discussion.

Motion to approve the Board of Directors to take action on the Spring 2022 Semester Office Hours Replacement by **ALL**, motion **CARRIED**.

20:48

C. ACTION ITEM- **Remuneration Policy**

The Board of Directors will take action on the Remuneration Policy.

Motion to move the Board of Directors to take action on the Remuneration Policy by **K. Dhillon**, second by **J. Gay**, motion **CARRIED**.

K. Dhillon states this was formerly known as the stipend policy. One of the main changes being made in this document is that we are moving away from the term stipend, and we are shifting more to scholarship stipend. This implies that you are entitled to certain benefits that we are actually not entitled to. It is actually more of a scholarship which is the main bulk of the changes that have been changed. This section is being removed and the reason why is that the Code of Conduct state that any absences would be a violation of that code, which is sent to the Personnel Committees. There is really no need to have that here, but the main changes that are being recommended is the percentages for the Executive Vice President, and then the Academic Senators. The Executive Vice President role has that scholarship percentage to go from 65% to 70% that's a 5% increase and then a 5% increase is being recommended for the College Academic Senators from 25% to 30%. This would affect the next Board of Directors and the next Senate. The reason why the EVP is being given a 5% raise is that the EVP has a lot more responsibilities and it takes a lot to run the entire interview processes for ASI. The EVP is responsible for the entire accountability for the Board and ensuring that we are the line between the Board and the President. The reason why the College Senators are being recommended is that they do a lot of work with their colleges and their Academic Senators. I truly believe that the work that they do should reflect the compensation that they receive. I would be happy to answer any questions addressing it.

K. Caro asks if there are any more questions or discussion.



Motion to approve the Board of Directors to take action on the Remuneration Policy by **ALL**, motion **CARRIED**.

24:40

D. ACTION ITEM- Personnel Manual

The Board of Directors will take action on the Personnel Manual.

Motion to move the Board of Directors to take action on the Personnel Manual by **K. Dhillon**, second by **A. De Leon**, motion **CARRIED**.

K. Dhillon shares that the Personnel Manual is a new document that has been created, what it is doing is taking a lot of our Personnel and HR processes and putting them in one place which is similar to the Administrative Manual. The policies and procedures that are being outlined here is that they can place their position on appointing the Senate and if there is a vacancy, it states how you go about that, Board meeting times, the second directors performance review, the First Year Mentorship Program. If there are any government officer concerns, it states the procedure and process. The appointment of student representatives for hiring search committees is new and the process for delegating commencement speakers as well. The feedback form that the Board completes between Fall semester and Spring semester. The volunteer program with the protocol, internal communication, and the point of contact policies. For the appointment of vacant positions, nothing really has changed too much here, the only changes are that on the interview panel, that we are adding the ASI Chair to that interview panel because the ASI Chair works with the Senate a lot. I believe, having that perspective on those interviews is important and it helps the rest of the interview committee with having more availability. The other change being made is to University Wide Committees as this is something AJ, Erik, and I talked about which was about delegating specific University Wide Committees to students at large. We recognize that it can be a little bit overwhelming for the Board and the Senate to take on all these University Wide Committees, so the University Wide Committees that are being delegated to students at large. To the First Year Mentorship Program, the major change being made is that the program initially was for first year freshmen students somehow over the last couple of years that was open to transfer students and graduate students. Transfer students or freshmen students would be eligible, the only people being removed from this program or considered ineligible are graduate students. The reason being is for one, graduate students are either here for a year or two and we want to create a different mechanism for gathering graduate student input. We do not think the first-year mentorship program would be for that. The reason why this program was created was to create longevity for ASI, so you would have leaders that started their freshman year or at their transfer at the start in their junior year.



They would stick with ASI for the duration of their time which is succession planning, where they would take their experience and they can take it anywhere on campus. For government officer concerns, it is the words and the processes. Basically, anyone can submit a concern about any government officer that can be sent to the EVP. If it is about the EVP, you can send it to the EVP but if you do not feel comfortable, there are mechanisms for sending that to the Executive Director, ASI President or University President. If you ever feel your concern is not being addressed, I will address those concerns to the other pillars of shared governance on this campus and they would work with ASI to ensure that your concerns being heard. The way Personnel proceedings are now going to work is almost like a court case in the sense that each party will present their arguments and the cross examining is open discussion, then closing remarks. The reason why it will help anyone who is being sent to Personnel to prepare their arguments together and also prepare the EVP and the rest of the Personnel Committee. That way we are not wasting each other's time and we are coming to this meeting prepared and discussing things on a more focused level. For appeals, it outlines the structure which is similar to a discussion item. If there are conflicts of interest with any members, you would have that person abstain from that and then for removal, it is similar to an action item at Personnel. For University Cabinet positions, the EVP would delegate that to the faculty who would be recruiting students within their own departments. Any positions that engage with students, we would ensure that there would be students. I want to make it clear that this policy addresses on how they would delegate people that are still working on the academic side. I firmly believe there would not be a university without students, and it is also important that students actually have a say in who's going to work for them. For the volunteer program, the changes to the volunteer program policy are that we have that if you want to volunteer for a certain project you are working on, you will have people apply and we have a list of people and how they are volunteering. If there is no longer volunteering, we would remove them from that list. If you have any questions, I am more than happy to answer any questions or hear any more feedback.

A. Barragan asks if there is a mechanism for graduate students who feel left out? I do not see why we have them removed from the FYM Program but is there something in the works?

K. Dhillon answers there is no representation for graduate students other than graduate orientation, but the proposal would be making it to the ASI bylaws to create a Senator of Graduate Studies which other CSU have that position. In the meantime, we can create an ASI task force for graduate students that would work with the ASI Senator at Large. That is a great point and there is something in the works for that.



A. Yunker loves the FYM Program but want everyone to know that we can collaborate if this is something we are promoting and moving forward with applications that come in the Fall.

E. Pinlac mentions that I look forward to the task force and as an organization, we have been looking to explore options to include graduate students. There are a number of graduate programs that require hours to work at an institution.

K. Dhillon states it is uncommon, but we have had graduate students involved in ASI before, but we recognize they have a different workload. We do want to create opportunities for graduates which is why we are planning to have a task force.

A. Ahluwalia adds that I agree to not having grad students in the FYM Program because it is not the most appropriate place for them. They have a perspective that is different from undergrads. I would still want graduate students to have an opportunity to be involved.

K. Caro asks if there are any more questions or discussion.

Motion to approve the Board of Directors to take action on the Personnel Manual by **ALL**, motion **CARRIED**.

38:24

E. DISCUSSION ITEM- **Introduction for Provost Greer**

Provost Greer would like to get to know the Board of Directors and will follow up on advising concerns.

Motion to move the Board of Directors to take recess until 1:00 PM by **K. Dhillon**, second by **J. Gay**, motion **CARRIED**.

RECESS ends at **1:00 PM**.

Kim Greer introduces themselves as the Interim Provost.

K. Greer states the issue of advising was brought up in a previous Senate meeting. I would like to have a chance to have Dr. Mitch want Nick, who is the Associate Dean in the Academic Programs and Services to have a chance to update you that we followed up on the specific complaint that was shared in the Senate. We also thought it is a good opportunity to share some information with you about how advising is happening here at our campus. There have been important changes over the last couple of years.

Mitch Watnik introduces themselves as the Associate Dean of DPS.

M. Watnik states every advising center might try to advise on everything and often what ended up happening was students were getting conflicting advice and they also did not know who they should speak with. If you look at the very bottom, there is a quote from an academic advisor who is anonymous. She said, "I tell my students to never take one person's advice for anything even mine." It was a resounding issue that we needed to do something to fix as



the students did not know where to go or who, so they were recommended to us that we take up a different model. Here's the recommended model, and we have implemented this model beginning of Fall 2020. Now students have an advisor so there are still a few students that we are piecing together who started before Fall 2020, but the vast majority of our students have a specific advisor. The advising structures, as you can see in this graph concentrating on the left, most column for freshman and sophomore year they labeled as a we call the freshman sophomore advisors. Once a student reaches junior status, the student is transferred over to the College Advising Center. We have 4 college centers and the college advising centers handle primarily major advising but also other needs that are in advising at the upper division level, including upper division g. At any given point in time, every student has at least 1 advisor who is designated as their primary academic advisor. If students do not know who their advisor is or who to speak to about a particular academic advising issue, they should ask who their advisor and we is will put the student in touch with their academic advisor. Our whole goal here is for every student to have a go to person to answer academic questions, and they should know who that go to person is at any given time. If you try using my compass, most students in my compass have their advisor listed there. There have been some advising issues and there are some advisors who are better than others as well as a couple of our college centers are better than others. We are working on ironing that out and the Provost is aware of some of the issues. I think one of the issues having to do with the university's equity gap is particularly for first generation students who do not know how to navigate college. Back in the old system, they did not know who to talk to, and often they did not have the time to go find someone to talk to would give them the right answer. We are coming to a system again, where every student has an advisor, know their advisor, and have access to their advisor. We try to train our advisors to give the right answer, or they could defer to somebody else when necessary, when they do not know the answer. The Pioneer Coaches, we call them the Pioneer Success Coaches, is a group of advisors that work for academic programs and services, the unit that I am the Associate Dean of. They handle primarily academic probation students and work intensely with those students in the hopes that we can move them from academic probation back to good standing and eventually graduate. The faculty fellows are faculty members who are advisors for their major programs for the 9 largest academic programs. The faculty fellows are paid for reassigned time or stipend, so that they do extra advising over the normal faculty workload. If people have questions about who their advisor is or are having trouble with advising, we respond within three business days.

A. De Leon states that we have been hearing issues from are transfer students.



M. Watnik states in the past and the old system, they did not know who to talk to at all, and they were they were not on campus yet. For transfer students, they can write to us, and we can help them. Usually, we hand them a program roadmap and we give them some generic recommendations. For the fifth semester, which is the first semester of the junior year, start by signing up for those classes and when you talk to your advisor, if your advisor recommends that you change it, you can always change later. It has been important for us, as an institution, to get transfer students into the right classes. We made a change a couple of years ago to allow transfer students who are juniors to enroll the same time. Some of their major classes got full before they were able to enroll and then they started in a deficit. We do want the transfer students to get in touch with an advisor and, as I mentioned, I am one of the people who see dozens of emails from them. It is not a problem because we know who the major advisors are, and we put them in touch.

A. Barragan asks that for students who are coming in as juniors, they get access to register for their class when other juniors do, so do they still have access to advisors, or is it just follow the roadmap? When you are matriculating, can you speak to an advisor or how does that work?

M. Watnik answers you can sign up for classes until you are matriculated, the moment they become matriculated is the moment they get a registration appointment. If you do not sign up early, you do not get it, and there are a lot of junior level classes for major classes for particularly large majors where that's an issue. We try to push students to sign up early sooner rather than later, and again, they can always tweak their schedules, but yes, we hand them to an advisor as we do not wait for them to step foot on campus.

K. Caro states that I work at the Welcome Center, and we have complaints from transfer students who say that their advisor is not reaching out to them. How do you think we should reply when students have that complaint?

M. Watnik answers if you have trouble getting in touch with your advisor, have them write back to us as not many students take advantage of that, but if they do, we try to reach out to advisors. At this point, I know at least one advisor who is booked through the end of the calendar year, but they try to send at least a short email and provide the generic advice. Sometimes we do refer them to a different person if necessary. We want students to take the classes they need to graduate. If you are taking the wrong classes, it does not help them or us. Tell those students to write to us and we can try to press the advisor or find a different advisor to respond to.

A. Barragan asks when a student is enrolled and matriculate, are they told through their advisor or how do they find out?



M. Watnik answers that they are not specifically told who their advisor is, but I believe Admissions sends them a note. I would have to check with Admissions but once they are matriculated, they are sent a note that includes who their advisor is.

S. Spencer states you can see your success team through Bay Advisor, but it has been a trouble with students using that tool. It a phenomenal tool that states everyone in your success team as well as your major advisor and departments. You can schedule appointments through Bay Advisor, but I still receive emails if they can make an appointment with me which is time consuming responding back and forth. With Bay Advisor, you can see the calendar and pick your own time.

M. Watnik states for an incoming transfer student, they are not given enough information as they are not told who their advisor is until they sign up for classes.

S. Spencer adds that students can reach out to their department not just for advising but what classes they can accept from other schools. I do not think we connect with our departments enough.

M. Watnik shares that academic advisor know what the schedule classes looks like 2 weeks before is goes live. There are always changes last minute but at least 75% of the schedule is known and academic advisor shave access to that. If you were to schedule an appointment, instead of 2 weeks before you can register for classes, but instead 3 weeks before you could probably get in with your advisor and basically know what you are going to end up taking after that discussion and not have to wait until it goes live.

A. Barragan states students prefer to talk to someone in-person instead of emailing multiple people which is why they register later and end up with classes that are needed.

M. Watnik states that face to face appointments is difficult to come by because there are not many students on campus while we do have staff on campus, most staff schedule through Zoom now as they do not have to commute.

A. Yunker thanks Mitch for the information because it is helpful as students are struggling and we are all trying. The communication between advisors and students are important and his information is a great source for students.

A. Barragan states that having that walkthrough is helpful when trying to understand the CSU East Bay system.

M. Watnik states that transfer students are taking more major courses than general courses. They come in with a different record and it can be difficult to understand the major. We know that they are accepting 4 to 5 months in advance and starting with a blank slate. We have a team reach out to those students. Some transfer students are still completing some classes and it can be hard to have them in front of us. I have been trying to get more departments to offer classes for junior transfer students and hold those open longer than they



used to as some departments would cancel classes in June because there was not enough enrollment. We know transfer students are the majority our undergrad which we want them to graduate in a timely manner and be happy with their experience here at Cal State East Bay.

A. De Leon thanks Mitch and what we are hearing from students is that they want a more streamline communication. I understand we are trying to work towards that communication. Within the Peer Academic Coaching program, they created new branch of transfer packs so that we are able to work with packs individually. That model has been successful in terms of helping packs understand advising.

M. Castillo states that Student Life has done good work on social media in responding to transfer students who have specific questions and connecting them to the proper resources. Through Orientation, each Orientation advisor receives a caseload which transfer students are included in that as well. When we started trying to shift the culture, incoming students had the same opportunity to get courses and we cannot tell what courses they have until they submit their transcripts so we can evaluate them properly. Even with an unofficial transcript, our admissions team can turn that around and have them in the first round of enrollment.

M. Watnik wants to follow up with the Associate Vice President had said which was that they are aware that our Admissions team has indicated that our transfer students at our institution are slightly different than a typical CSU. Bakersfield had a lot of transfer students come from the Bakersfield City College whereas our transfer students come from 4 different community college upon admission. Sometimes piecing together all those courses is tricky work which the admissions team does. The transfer credit is a lot better than it used to be. Some students did not what they had credit for until they are here whereas now, almost every one of our transfer students what they have their credit. We used to be concentrated on general education courses for articulation, but we are receiving a lot of major courses being articulated which is helping our transfer students decide the appropriate classes to take in their first semester here. I do want to go on a quick tangent that during one of the Senate meetings, somebody mentioned that there was a problem with AACE and their responsiveness. Please let people know that if there is an issue, to email me about it. I do not believe there is an issue anymore but if there is, the expected response is 3 business days, and it is usually a lot less.

S. Espinoza states in fact, it is really common for students who transferred to the 4-year university to have multiple community colleges. You see that especially in populated areas where there are a lot of community colleges within driving distance such as Southern California. I did ask on how long it takes for a new transfer student to get an evaluation because I thought that it improved more than waiting until the second semester. Some of the



problems is receiving a transcript on time that have the remaining classes that a student has taken in the last semester. I think there were some hiccups when schools went into shelter in place because there were delays last year but they certainly have improved their processes and trying to automate as much as possible to give students more information to register for the right classes. We know there is no student in this country who wants to take classes that do not make progress towards their degree.

K. Caro thanks everyone and we have a little bit of time left for this meeting. Any questions or discussion for Mitch?

A. Yunker states I remember that housing has good information for student that they compiled a database of questions that they were receiving from different areas from students. They created a FAQ which a lot of those answers helped, and I even sent students there. I think it would be helpful if you guys compiled a frequently asked questions for transfer students and putting that on the website.

A. De Leon states I was thinking something similar if this has not been done already. For the future, we could have an assessment survey for advising post pandemic on what could be best for transfer students or any students. I understand there is survey fatigue, but it would be nice to have data of exactly what transfer students need.

S. Espinoza thanks for that great suggestion. This is not intended to discount anything but every campus that I have worked at, advising has been a challenge. At the last 2 campuses, they did an overhaul of looking at this structure and planned to organize it. It is a challenge because there is collaboration between a lot of different people and keeping everyone informed to the differences and policies. As a university, all the people who are involved in advising are interested in doing a good job and helping students be successful. I know that the Provost is interested in making sure we can make a better experience, therefore we are open to any feedback or suggestions that you have for improvement.

M. Watnik states my boss was our last Accreditation Liaison Officer and one of her strengths is assessment. She is interested in assessing the advising experience and improving it. Since I am statistics professor, last academic year, over 90% of our students are undergraduate and had at least 1 academic advising appointment with an advisor. I prefer it to be 100% but I am seeing more students graduate closer to 120 units minimum. We used to have a lot of students that would have over the minimum because they took unnecessary classes. I think advising has improved and will continue to do so. Any suggestions that you all bring up to our unit and we will do our best to act on it.

K. Greer appreciates Mitch and others participating in the conversation because it is important to talk about advising. We also see you all as a resource in terms of helping us know where we can do better and sharing information as well. While we do not have time



to discuss data, maybe we can come back to it in the future and show you our progress on the graduation initiative. We are seeing data that looks promising that transfer students are doing well. Thank you for letting us come and have the conversation around advising!

K. Caro states we can work together to talk about the data about commencement rates. Any question or discussion for Provost Greer?

1:33:27

VIII. SPECIAL REPORTS:

No special reports.

1:33:35

IX. ROUND TABLE REMARKS

K. Caro states I was not planning to have a Board of Directors meeting for December 1st because it is a dead week, but we do have items to tend to. We will be having a meeting that day and I already sent out the calendar invite. Also, we have a Senate meeting this Friday from 4 to 5 PM. If any of you can make it, come support us!

A. De Leon reminds everyone that this Thursday, a couple of our API members are meeting with Trustee Kimball during lunch. I hope everyone has a good recess and celebration with your family. Please take care of yourself next week and I am sending all the love to everyone!

E. Pinlac states this week, the Executive Director Committee finished all the interviews and will be meeting tomorrow to narrow down the search to invite 2 or 3 candidates to campus. The date is tentative but try to keep your calendars open from November 29th through December 5th. It is the week after Thanksgiving, but it would be valuable for you all to participate in the process. This person will be the new Executive Director for potentially many years. I want to make sure you all take care of yourself next week. We do have a couple of people on vacation next week so look at the team calendar if you need to speak to anyone specifically. Lastly, I did speak with AJ and Kabir, we did finalize the dates for the retreat to be on January 14th to 16th. The 14th is a Friday which we will be on campus, and we will be reaching out to some of advisors to see if they can help present certain topics on the 14th. Have a great Thanksgiving next week and please take care of yourself. This is the time of the year where things are waiting on us and we are waiting for them.

1:36:30

X. ADJOURNMENT at **1:48 PM**



Minutes approved by:

Chair of Board

Name: Kristina Caro



Kristina Caro (Dec 8, 2021 23:50 PST)

Minutes approved on:

12-01-2021

Date:

