

**Board of Directors Meeting Minutes of March 27<sup>th</sup>, 2024**

I. CALL TO ORDER at **12:09 PM**

II. **ROLL CALL**

**Present:** Nolan Calara, Kushal Sheshadri, Sai Charan Attili, Erick Loreda, Carlos Martinez-Aguilera, Dane Lopez, London Deguzman, Guadalupe Felix, Hailey Corum, Sharn Basi, Elijah Quineri, Martin Castillo, James Carroll, Ashley Depappa, My-Lan Huynh, Steve Spencer, Stephanie Ann Lustina, Christina Chin-Newman, Terry Buttchen

**Absent:** Saira Garcia, Charan Reddy Doolam

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

**Motion** to change the new informational item A to discussion item, by **E. Loreda**, seconded by **N. Calara**, motion **CARRIED**.

**Motion** to approve the agenda of March 27<sup>th</sup>, 2024, by **E. Loreda**, seconded by **L. Deguzman**, motion **CARRIED**.

IV. ACTION ITEM - **Approval of the Minutes of March 13<sup>th</sup>, 2024**

**Motion** to approve the minutes of March 13<sup>th</sup>, 2024, by **C. Martinez-Aguilera**, seconded by **G. Felix**, 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.

**04:18**

VI. UNFINISHED ITEMS:

A. ACTION ITEM: **Sustainable Crafts and Kickback**

The ASI Board of Directors will be taking action on the Sustainable Crafts and Kickback event.

**Motion** to approve \$170 for Sustainable Crafts and Kickback by **H. Corum**, seconded by **E. Loreda**, motion **CARRIED**.



**H. Corum** reiterates that the upcoming event would mirror the previous one, held in the winter, and will feature engaging activities such as creating tote bags and repurposing old fabrics into rugs for the core. Additionally, there will be a raffle for leftover items from the previous event. Furthermore, vegan cupcakes from the local bakery Sweet Art of Cake will be provided to encourage participation and engagement. She informs that she will be sending out an email containing the flyer for the upcoming event. The flyer remains largely unchanged from the previous one, with the addition of a cupcake logo and a color switch to yellow to give it a more springtime feels.

**Motion** to approve \$170 for Sustainable Crafts and Kickback by **13 YES, 0 NO, 0 ABSTAIN**, motion **CARRIED**.

6:38

**B. ACTION ITEM - Seating of ASI Elections Committee**

The ASI Board of Directors will be taking action on the Seating of ASI Elections Committee.

**Motion** to appoint Bhavana Mysore Basavaraju, Raghav Gupta, Megavarshini Karuppusamy, Siddhartha Vaddempudi, and Rajat Bakshi to the Elections Committee by **K. Sheshadri**, seconded by **C. Martinez-Aguilera**, motion **CARRIED**.

**N. Calara** mentions that this was a discussion item during last week's Personnel Committee meeting, and the committee has recommended that these names be put forward for the ASI Elections Committee. He invited Kushal to provide further details on this matter. **K. Sheshadri** states that these were the candidates who were initially selected for the Internal Affairs Committee. However, since they could not proceed with the Internal Affairs Committee, they were interviewed once again for the Elections Committee by James. Based on the discussions and evaluations, the Personnel Committee recommends these candidates for the Elections Committee. **J. Carroll** confirm that he had individual discussions with each of the committee members to ensure they comprehended their responsibilities within the Elections Committee. It was clarified that they had no intentions of running for any position in this cycle. These discussions aimed to verify their commitment, and all members affirmed their agreement. Consequently, he presents all five names for consideration last week. **N. Calara** mentions that this action would align with the subsequent agenda item concerning the removal of the Internal Affairs Committee. This move would facilitate the transition of those members to the Elections Committee seamlessly.

**Motion** to appoint Bhavana Mysore Basavaraju, Raghav Gupta, Megavarshini Karuppusamy, Siddhartha Vaddempudi, and Rajat Bakshi to the Elections Committee by **13 YES, 0 NO, 0 ABSTAIN**, motion **CARRIED**.

9:45

**C. ACTION ITEM - Unseating of the Internal Affairs Committee**

The ASI Board of Directors will be taking action on the Unseating of the Internal Affairs Committee.

**Motion** to unseat the Internal Affairs Committee by **C. Martinez-Aguilera**, seconded by **E. Lored**, motion **CARRIED**.

**C. Martinez-Aguilera** highlights that as discussed in the preceding agenda item, the existing members of the Internal Affairs Committee have been reassigned to the Elections Committee. This decision was made considering the lack of tasks or obligations for the Internal Affairs Committee during this academic year. Consequently, the Personnel Committee deemed it more beneficial for these members to contribute to a committee where they could actively engage in meaningful tasks and initiatives.

**Motion** to unseat the Internal Affairs Committee by **13 YES, 0 NO, 0 ABSTAIN**, motion **CARRIED**.

**11:40**

**VII. NEW BUSINESS ITEMS:**

**A. DISCUSSION ITEM - Donuts with the Deans**

The ASI Board of Directors will be taking action on the Donuts with the Deans.

**A. Rodriguez** outlines plans for an upcoming event titled "Donuts with the Dean," which is currently in the planning stages. She mentions that she will be meeting with the Dean of Business tomorrow to discuss partnership opportunities for the event. The primary objective of this gathering is to facilitate connections between business students and the Dean of Business, as well as provide an opportunity for students to meet her and other related chairs. She emphasizes that donuts will be provided at the event. While the exact location is yet to be confirmed, she expresses a preference for hosting the event near the Valley Business Building. **H. Corum** inquires about the source for the donuts and coffee for the event. **A. Rodriguez** mentions that she is still in the process of deciding on the vendors for the coffee and donuts. She mentions considering Starbucks for the coffee jugs and Dunkin Donuts for the donuts, but also expresses interest in exploring other options to compare prices. **H. Corum** expresses enthusiasm for the upcoming event and expresses interest in attending once more details are available. She suggests considering small businesses for the coffee and donuts if the budget allows, as she would like to see more small businesses involved with ASI. **E. Lored** shares his experience organizing the "Coffee with Senators" event, where he utilized Chartwell's Coffee, a university-affiliated company. He suggests considering a



similar approach for the upcoming event with the Dean of Business. **A. Rodriguez** proposes the idea to facilitate interactions between business students, the new senator of business, and the Dean. **N. Calara** highlights the benefits of such an event, including fostering closer relationships between students, senators, and university officials, ultimately enhancing the student experience within the business department. **J. Carroll** suggests exploring the possibility of collaborating with the Dean to offer incentives for student participation in the event. He cited an example from a previous event with the Dean of SEAS, where a student scholarship was raffled off as a giveaway. He proposes a similar approach for the upcoming event with the Dean of Business, emphasizing the potential to enhance student engagement and express appreciation to attendees. **N. Calara** suggests discussing with **A. Depappa** the availability of giveaways and items that ASI could offer for the event. Additionally, he highlights the success of the friendship bracelet-making activity at a previous “Hey, Be Nice!” tabling event and proposed incorporating it into the upcoming event. He also inquires about the status of event advertisement materials. **A. Rodriguez** mentions that she hasn’t created a flyer yet due to ongoing developments and express a desire to gather input from the Board before finalizing the details. **N. Calara** suggests that for the next Board of Directors meeting, it would be beneficial to have a flyer prepared for review when discussing the event as an action item.

16:25

**B. INFORMATIONAL ITEM - Research Event**

The ASI Board of Directors will be taking action on the Research Event.

**A. Rodriguez** proposes an event centered around marketing research, intending to conduct questionnaires to determine optimal event times and preferences among students. However, upon learning about President Sandeen’s similar initiative with MBA students, she considered abandoning the idea. The proposes event would have included student interviews, interactive activities such as tattooing, and a raffle to encourage participation. Despite initial plans, she contemplated discarding the event due to redundancy with President Sandeen’s campaign.

17:55

**C. DISCUSSION ITEM - [Tabling for Earth Week](#)**

The ASI Board of Directors will be taking action on the Tabling for Earth Week.

**H. Corum** proposes organizing an event for Earth Week in collaboration with the Sustainability Committee. The event, scheduled for Thursday, the 23rd of Earth Week, would feature a resource fare alongside various community partners, including small



businesses akin to those found at farmers' markets. She suggests offering giveaways at their table, with participants receiving stamps on a card as they visit different booths. Upon completing the card with four stamps, attendees could claim a prize. She outlines three potential giveaway items: Lavender Lotion Bars (10 units), compact sewing kits (5 units), and California Poppy Seed Packets (20 units). The Lavender Lotion Bars were selected for their eco-friendliness and reusability, while the sewing kits offered a portable solution for learning reusable skills. She expresses enthusiasm for the California Poppy Seed Packets to promote native biodiversity. The total budget request for these items amounted to \$180. **N. Calara** inquire about the availability of funds in the Sustainability Budget after the Earth Week event. **H. Corum** clarifies that there would still be funds remaining in the Sustainability Budget. **N. Calara** inquire whether there would be another sustainability plan to utilize the remaining funds. **H. Corum** mentions that she is still trying to figure that out. **N. Calara** recommends utilizing the remainder of the Sustainability Budget if this is the last sustainability event. **H. Corum** states that she will take that into consideration. **C. Martinez-Aguilera** expresses enthusiasm for the upcoming Earth Week event and recalled the success of last year's event. He suggests reusing leftover prizes from the previous year, such as bento boxes, for this year's event.

21:56

#### D. DISCUSSION ITEM - Wellness Week

The ASI Board of Directors will be taking action on the Wellness Week.

**S. Garcia** provides an overview of the planned Wellness Week, scheduled from April 11th to 17th, starting on a Thursday. This timing accommodates submission constraints, allowing for plan finalization. The purpose is to offer stress free events, educate students on self-care, including stress management, and provide a respite from academic pressures. She outlines the proposed events for each day of the week, starting with "Pause for Paws" on Thursday, followed by a movie night in collaboration with housing on Friday. Monday would feature a Self-Care Workshop, Tuesday a Narcan training session, and Wednesday would focus on "Minutes of Movement", with yoga sessions organize in partnership with the exercises medicine department. In addition, to these structured events, she introduces the idea of creating an interactive affirmations wall, aiming to foster a sense of community and positivity on campus. She shares plans to utilize the MJ Hall for this purpose, encouraging students to write encouraging messages and affirmations using chalk. She also highlights the involvement of various stakeholders in organizing and facilitating the events, including Sharn Basi, London, Janice the Well Being Service Coordinator, Jennifer Luna the Director of R.A.W. and Wellbeing, Dr. Shauna Hong, and Michael who oversees the Exercise



Medicine Department. She emphasizes the importance of collaboration and welcomed suggestions and assistance from Board Members to finalize the details and actively participate in leading the workshops during their available time slots, typically during the hour and a half class. **N. Calara** states last year, the Director of Wellness consolidated all Wellness Week events into one advertisement, outlining activities for each day. He suggested to check the transition binder for reference. He also encourages to utilize Board Members to participate in events and offer their assistance. It's advising to create a Google Sheet to coordinate Board Members Availability for event support. **S. Garcia** thanks **N. Calara** for the advice. She states she reference previous years Wellness Week. **G. Felix** asks what event is happening on Monday? **S. Garcia** states Monday would be a Self-Care Workshop. **G. Felix** inquiries about whether old magazines will be utilized for the vision board. **S. Garcia** states yes, she was going to reach out to the bookstore for old magazines they have. If Board Members have any recommendations to get resources for the event, she would appreciate it. **G. Felix** mentions for the Narcan event, it's simply a demonstration; therefore, you won't be distributing any Narcan to attendees. **S. Garcia** intention is to distribute them. **H. Corum** expresses her enthusiasm for the Wellness Week Events, particularly regarding the collage pieces. She mentions that the Wellness Center recently removed old advertisements and magazines and wonders if they still have them in their records, because it would be great to use them. **L. Deguzman** inquires whether **S. Garcia** is seeking a budget for these events. **S. Garcia** responds, indicating that she will have a budget once it is finalized at the upcoming Board of Directors Meeting.

31:00

**E. DISCUSSION ITEM - EBSNA x ASI**

The ASI Board of Directors will be taking action on the EBSNA x ASI event.

**Motion** to postpone DISCUSSION ITEM - EBSNA x ASI to the next Board of Directors Meeting by **S. Basi**, seconded **N. Calara**, motion **CARRIED**.

31:44

**F. DISCUSSION ITEM - Destress Fest**

The ASI Board of Directors will be taking action on the Destress Fest.

**S. Basi** plans to discuss the upcoming "Destress Fest" event, which she will be organizing in collaboration with Student Health Counseling at the Concord Center. The event is scheduled for April 23rd, with Student Health Service hosting a table that day, focusing on hula hooping for healthy tips. She suggests that ASI also participate by setting up a Wellness tabling station, inspired by a recent event hosted by **E. Loredo** that featured a bracelet-



making station. She proposes an affirmation station with affirmation cards and bracelets for students to make, offering them a break from studying. She intends to reach out to Shauna Hong, Terri Lebeaux, and Michelle Diaz from the Hayward campus to see if they want to set up their own tables, as they did last year, creating a diverse range of activities. She recalls the success of the event last year and anticipates a positive turnout from Concord students. **S. Basi** requests a budget of \$150 from the non-food Concord budget for the event.

33:49

VIII. SPECIAL REPORTS

No special report.

33:56

IX. ROUND TABLE REMARKS

**H. Corum** reminds Board Members to sign up for the Hayward Cleanup and Community Fair scheduled for April 20<sup>th</sup>. The event will take place in the morning and will last only a couple of hours. Currently, only **S. Garcia** and **C. Martinez-Aguilera** have signed up for the cleanup, leaving no one for the community fair. **H. Corum** expresses gratitude to those who have volunteered for the cleanup but urges Board Members to sign up for the community fair as well.

**L. Deguzman** makes a reminder that there is an event today at 4:30 PM, which is a volleyball event. He extends invitations to organizations and students to attend. Water and snacks will be provided. The event will take place outdoors on the MJ Lawn from 4:30 PM to 6:30 PM.

**K. Sheshadri** would like to address officer hours. He acknowledges that last week was midterm week and observes that some Board Members have been absent from office hours or have been tardy. Kushal suggests a few points for consideration: if unable to attend office hours, members should send an email informing everyone and specify when they plan to make up for the missed time. Additionally, for those working remotely, communication is key. He emphasizes the availability of GroupMe and email for keeping everyone informed to facilitate planning. He underscores the importance of giving their best effort during this critical time, as there is only one month left, and it's crucial to finish strong.

**E. Loredo** expresses gratitude to everyone who assisted with tabling last week. He specifically acknowledges **A. Depappa** and **N. Calara** for suggesting the idea of friendship bracelets, which was well-received by many students. He appreciates their contribution and assistance with implementing the idea.

**A. Depappa** reminds Board Members that the application deadline for running for the board next year is this Friday at 11:59 PM. She encourages interested individuals or those who know potential



candidates, including mentees, to discuss the opportunity with them. She encourages questions about the application process, inviting members to reach out to her for assistance.

**J. Carroll** representing the ASI present team, reminds everyone about the upcoming EB Jamboree on Tuesday, April 16, from 11 am to 3 pm. He emphasizes that it's an all-hands-on-deck event for ASI. While he can't reveal the headliner yet due to pending contracts, he hints that this individual is well-known for their TV appearances, music writing for renowned artists, and recent accolades. There will be rides and games like last year, with food vouchers given to 150 students upon check-in for access to carnival rides. Additionally, two food trucks from Chartwells will offer a variety of Korean Mexican fusion, vegan, and chicken and waffles options. James encourages spreading the word to friends, noting that marketing details will emerge in the coming weeks. The event is free for students except for purchases from the food trucks. **D. Lopez** inquires whether non-students are permitted to participate. **J. Carroll** clarifies the guidelines for participation in campus events. He emphasizes that while non-students are welcome to attend and enjoy performances, they are not permitted to partake in the rides and games. Only students, faculty, and staff are eligible for participation in these activities. Additionally, he highlights the requirement for attendees to check in with a virtual or physical bay card for access to the event.

**M. Castillo** announce that a ribbon-cutting ceremony for the Queer Unity Student Success Center is scheduled for April 18th, Thursday, during U Hour. Queers United will be actively involved in the event, and Kathy, along with President Sandeen, will participate in the ribbon-cutting ceremony. He notes that while the event is last-minute, efforts are underway to finalize all the necessary details. He shares the date and time to ensure everyone is informed.

**H. Corum** raises a point of concern regarding the application process for running for ASI, noting that the deadline to sign up precedes the release of the schedule for the following semester. This timing creates uncertainty for potential applicants, as they are required to commit to a time slot without knowing their schedule in advance. She sought clarification on how this process would function, particularly concerning the 12 PM to 2 PM time commitment. **J. Carroll** clarifies the ASI application process, emphasizing that submitting an application is the initial step, which does not guarantee eligibility. The next stage involves vetting applicants to ensure they meet all minimum qualifications for candidacy. Addressing concerns about scheduling conflicts, he explains that applicants must either withdraw from the process or, if elected, resign if unable to fulfill their commitments. Waiting for schedule information would delay the process significantly. He stresses the importance of encouraging applications, highlighting that vacant positions without applicants must remain unfilled until the new board is selected.

**N. Calara** reminds everyone that there won't be office hours during spring break but encouraged them to stay updated via email and ASI communications. Additionally, he thanks those who adhered to the theme for the meeting and announced the theme for the next BOD meeting, which is "Flower





Power.” He also informs the Board that he would be absent for the next BOD meeting due to his participation with President Sandeen in CSU, Hill Day in Washington D.C. Consequently, **K. Sheshadri** will act as the temporary vice chair for that session. Nolan expresses gratitude for ASI’s presence at GS last week and emphasized the importance of continuing to build a partnership with GS moving forward. Finally, Nolan shares his advocacy work regarding Cal-GETC changes and the importance of maintaining Area E for the first-year experience. He updates the Board on the ongoing discussions and decisions surrounding these changes, promising to keep them informed.

**K. Sheshadri** addresses **J. Carroll** and **S. Attili** regarding a matter he observed regarding student engagement. He notes that while many clubs are actively hosting events, there is discontent surrounding the funding process. He expresses the need to potentially revise the funding process or be more flexible with timelines to accommodate the enthusiasm of clubs. He highlights that several clubs are eager to organize events on campus but face challenges due to funding denials. **J. Carroll** emphasizes to the Board that they hold full responsibility for all governing policies that align with ASI. He encourages the Board to review, rewrite, or modify existing policies as needed, emphasizing that any changes would need to go through the regular policy process, including presentation and voting by the board. He suggests that a small group within the team could review policies and make recommendations to the Board for consideration and action. **S. Attili** outlines the timeline for the club funding process, stating that once funding requests are received, they will be included as discussion items in the first week and action items in the second week. Following Board approval, accounting will require an additional week to process the requests, although it may be expedited in three to four days in some cases. Therefore, the entire process typically spans a minimum of three weeks or 21 days. **N. Calara** expresses his agreement with Kushal’s concerns regarding the club funding process, acknowledging firsthand experience with its limitations. He emphasizes the Board’s authority to amend policies and assured that ASI will dedicate efforts to reassessing the ASI club funding system over the summer. However, he notes that implementing changes during the current semester may not be feasible due to time constraints, with only one month remaining until the semester concludes. **S. Attili** proposes reducing the processing time for club funding requests from 30 days to 21 days as a feasible adjustment. **S. Lustina** highlights the challenges faced by student organizations in the funding process, noting that while they must submit event requests 30 days in advance to ASI, the lengthy approval process takes approximately three to four weeks. This leaves organizations with only a short window, sometimes less than a week, to procure necessary items, especially when dealing with vendors through Student Life. She suggest considering ways to streamline and expedite the funding process to better support student organizations in planning their events.

49:15



X. ADJOURNMENT at **12:58 PM**

**Minutes reviewed by:**  
**For Chair of the Board**

Kushal Sheshadri

*kushal sheshadri*

kushal sheshadri (Apr 11, 2024 17:19 PDT)

Minutes approved on:

**04/10/2024**

Date:

