

**Board of Directors Meeting Minutes of September 9, 2020**

- I. CALL TO ORDER at **12:02 PM**
- II. ROLL CALL  
**Present:** Kabir Dhillon, Euridice Sanchez-Martinez, Hoang Dao, Omer Shakoor, Anjelica de Leon, Brittney Golez, Zaira Perez, Jessica Iheaso, Nicholas Brandao, Kea Kaholoa'a, Arianna Miralles, Tyler Engquist, MyKale Clark, Mirna Maamou, Martin Castillo, Erik Pinlac, Mark Almeida, Steve Spencer, Andrew Yunker  
  
**Absent:** Daniel Olguin, Marguerite Hinrichs  
  
**Late:** Michael Lee
- III. ACTION ITEM - **Approval of the Agenda**  
**Move** to amend the agenda under section seven, New Business Item C, Discussion Item Gift Card Giveaways.  
**Move** to remove Discussion Item Gift Card Giveaways by **B. Golez**, second by **A. de Leon**.  
**B. Golez** states that the item is being removed after a discussion with Z. Perez over using her programming budget for the same initiative.  
**Motion** to amend the agenda by striking out Discussion Item C under New Business Items, none opposed, motion **PASSES**.  
**Move** to approve the agenda by **O. Shakoor**, second by **M. Clark**, agenda **APPROVED**.
- IV. ACTION ITEM - **Approval of the Minutes of August 26, 2020**  
**Move** to approve the minutes of August 26, 2020 by **J. Iheaso**, second by **E. Sanchez**, minutes **APPROVED**.
- 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.**  
**Reginald Crawford** states that he is here on behalf of East Bay Live. Currently, East Bay Live is in the process of having weekly shows to help students interact with campus and provide updates. In the segment, we would like to include ASI. Someone from ASI could speak and interact with students and provide weekly information. **E. Pinlac** states that last year, East Bay Live was under



the VP of Communications. This will be discussed with Kris Disharoon and the communications department will be contacted to see if any help can be provided. ASI does many events on campus and it would be great to give the information to students. If Reginald Crawford can send an email address, I will be in contact by next week.

8:21

VI. UNFINISHED ITEMS:

A. INFORMATION ITEM - **It's On Us 2020**

The Board of Directors will discuss this year's It's On Us event and potential panelists.

**A. de Leon** states that this year, It's On Us will be virtual. I am working with Zaira Perez, the Director of Programming and the same organization from last year will be used. R with Impact was trying to find different panelists for this year. There will be three different counselors from the Health Center and the Confidential Advocate. Student panelists are needed to share experiences with mental health and express passion for sexual assault awareness. If there are ideas of students that are passionate about this, please inform Zaira Perez and I.

10:14

B. DISCUSSION ITEM - **Free/Discounted Parking Permits for Concord Students**

The Board of Directors will discuss providing parking permits for the students on the Concord Campus who are required to come onto campus for classes.

**A. Miralles** states that classes have been converted to an online format and there has been a decrease in the amount of parking permits purchased this semester. For the Concord campus, there is only one population of students that are required to attend classes on campus, which is the semester-two nursing co-hort. The nursing cohort attend one to two classes a week for three to six hours a week and more there may be more time spent, depending on student schedules. Having ASI funding to provide free or discounted parking permits for all Concord students would remove the financial burden from the students. This item was discussed with E. Pinlac and at the last Board of Directors meeting. It was decided to create an open application. At the last meeting, Marguerite Hinrichs mentioned a threshold in which the parking permit would affect financial aid. I am searching for the most efficient way to make this happen. Input and ideas would help find ways to provide parking permits to students.

**E. Pinlac** asks that with being three weeks into school, would the nursing students still need the parking permits? Looking at the price of the parking permits, it is \$195 for each per



semester. How many applications are going to be taken? **A. Miralles** states that with the applications, there was the hope of taking as many as possible. If there are open applications, there will be some type of criteria and priority would be given to those that need it or would benefit the most. I was thinking of accepting as many applications as possible. **E. Pinlac** states that a finite number is required to figure out which budget the money would be coming from. The Concord budget for the year is about \$10,000. It is understandable that there are students that are in need of the parking permits. If there is a budget allocation that can be looked at, it would be helpful before going into the next stage. A policy, process, and form will need to be developed, which will take time. By now, some students have parking permits. **M. Castillo** states that A. Miralles' idea is great and E. Pinlac made some points. With A. Miralles being nursing student, it would be best to create some form of subjective criteria to avoid conflict of interest. Speaking on what M. Hinrichs mention regarding financial aid, anytime an award is given to a student, the dollar value has to be reported to financial aid and factored in. There is a threshold of \$250 when it begins to impact a student's award. If a student is given \$190 parking permit and \$100 gift card, the financial aid department will add the two together and that is when it has an impact on financial awards. **M. Lee** asks if the Board would like to take leadership in addressing this issue with Susan Espinoza, who is a part of the Advisory committee. Opportunities for students to come to campus are being offered for those that do not have proper facilities at home. This would require for students that are driving to park. Many students cannot afford parking on campus and cannot go anywhere else. There are 123 sections that are not online because it was decided that they cannot be taught online. Many students are coming to campus for one class. There is a budget crisis, but there could be some dialogue with the university since the permits are a relatively small amount of money. This is something that can be addressed to the president and it can give way to further discussion. Kris Disharoon states that on the acknowledgement of receipt form from Accounts Payable, it says that any payments received from the university of \$600 or more during this calendar year, meaning that \$600 may be the threshold. **A. Miralles** states that Dr. Robert Phelps, the Director of Concord campus, mentioned that something cannot be done now, something can be implemented next semester. The Concord parking permit prices have been an issue. There are many parking spots and with three levels of parking, only the first level of parking is filled. In regard to what M. Lee mentioned, this should be an ongoing conversation that should be made important. If a student receives \$600 from a non-financial aid budget, will it affect financial aid? **Kris Disharoon** states that M. Castillo's comment supersedes what was previously said. **K. Dhillon** states that M. Castillo clarified that \$600 is the threshold for the conflict of



interest policy which is different from the financial aid policy. **A. Miralles** states that this will be worked on.

20:54

C. ACTION ITEM - [Point of Contact Policy](#)

The Board of Directors will take action on approving the updated Point of Contact Policy.

**Move** to approve the Point of Contact Policy by **E. Sanchez**, second by **J. Iheaso**.

**E. Sanchez** states that **B. Golez** and the Executive Committee helped create this document. The Point of Contact Policy provides a guide for all of the Board members on who to refer to for guidance. **B. Golez** and **K. Dhillon** formed a strategy that shows the people that a member checks in with and the person collaborations will be done with. On the document, there are some positions that tend to interact closely with other positions. For the President, the Executive Director, Vice President, and President of Student Affairs. The point of contact holds the Board members accountable and connected. Especially with being online, it is difficult to check in with everyone. The document also lists who works with who and who each person's support system will be. People from the university that can be mentors are also listed. **B. Golez** states that the Point of Contact Policy was discussed during the Executive Committee meeting. The idea was that each position is designated into two different types of point of contact. There will be a person to report to and ask questions about a certain position. Updates on what each member's duties are will be given to the person that a member will check in with. For collaborations, there are no limits to who in ASI can be contacted, but this provides an idea of who collaborations can be done with. Thinking about this year, the document can give guidance on where to start. Some of the university wide point of contacts were supposed to be removed because they are not specifically apart of ASI, since this is an ASI document. Was anyone able to do so? **E. Sanchez** states that the university wide point of contacts was not removed. It was mentioned in the Executive Committee meeting that a disclaimer can be added. **M. Castillo**, how was it explained? **M. Castillo** states that the disclaimer would mention that members are not obligated to contact the university wide point of contacts, but if there are questions, they can be contacted as a reference. **E. Sanchez** states that a disclaimer can be written to state that there is no obligation to contact the university wide point of contacts. This is a guide for the Board to reach out. If the disclaimer is something that would like to be done, can this item be amended before taking a vote? **B. Golez** states that the easier way would be to remove the university wide section due to the fact that there are transition binders that list out point of contacts, if a position's predecessor had properly done so. The transition binder should also list the





different positions in the university wide section. Thoughts can be given, but an amendment will be drafted right now. **K. Dhillon** asks if E. Pinlac can clarify the history behind the point of contact systems for the Board. **E. Pinlac** states that the point of contact system was created three years ago. The reason for that was that everyone went to everyone and it became confusing. There was no hierarchy and there was not a specific person a board member would go to. The policy was created to be straightforward. With the recent amendment, it makes sense. Essentially, it gives everyone one person to go through first before reaching out to Kris Disharoon or me. It becomes overwhelming when some questions can be answered by Executive Committee members and some of the advisors. The advisors have a role of reaching out to a list of people as well. People that are not a part of the Executive Committee should provide feedback as well. Everyone should understand this document. The Board members will benefit from this. **M. Maamou** states that it would be fine to remove the university wide point of contacts. In the beginning of this year, students were reaching out with issues, but the transition binder was not provided yet. Once the binder was received, there was no information about who to contact when dealing with certain things. It is not an issue if the university wide point of contacts were removed, but it can be helpful to include it. Board members do need to know who to contact outside of ASI, especially when it comes to a specific college or department. It would be helpful to have the contacts listed somewhere, but it is potentially up to whoever decides on where it would be. **B. Golez** starts that a section was added. **K. Dhillon** states that if additions are made to the document, an amendment needs to be made.

**Move** to amend the Point of Contact Policy in regard to section 6 that serves as reference for ASI members to reach out to university staff listed below by **O. Shakoor**, second by **M. Maamou**.

**E. Sanchez** states that the reason why it is important to include the university wide point of contacts is that as M. Maamou said, it is easier to list the people that everyone will be working with. For example, J. Iheaso and I met with Satinder Malhi from Government Relations of the university. J. Iheaso's role and Satinder Malhi's role will allow for collaborations. The transition binders were not done properly because many people did not submit them at the end of last year. Online binders were attempted, but people did not fill them out properly. For next year, the information needs to be somewhere solid so that the new Board will not have to struggle to find the points of contact. The amendment should be added to provide clarification. **K. Dhillon** asks if anyone is opposed to the document being amended to include this language. Seeing that no one is opposed to this, the document has been amended and the amendment has been accepted.



**E. Pinlac** states that there is one last amendment. For the advisors, it states Athletics Director and it is not always athletic director, but also designee. That language can be included. Someone will need to make a motion.

**Move** to amend the Point of Contact Policy to add after Athletics Director or designee by **B. Golez**, second by **M. Maamou**.

**A. Yunker** states that looking at it from a Board standpoint, some documents are introduced that are long. As a suggestion, a screenshot video can be made with some audio to help the new Board members. **M. Clark** states that if the point of contact could be amended as suggested, only making one point of contact for a certain person does not allow members to speak to others. **K. Dhillon** states that it is not necessarily restricting a person. If a person would like to collaborate, there are people that can be worked with. Board members can meet outside of the list of people given.

**Move** to adopt the Point of Contact Policy, by **ALL**, policy **ADOPTED**.

38:48

VII. NEW BUSINESS ITEMS:

A. DISCUSSION ITEM - **CSCI Tea Time**

The Board of Directors will discuss the College of Science Tea Time event.

**M. Maamou** states that after the town hall, students asked for more opportunities to interact with the Dean. The Dean asked to collaborate with him on having Tea Time, which is an event that the College of Science used to have every Friday. This is something that can be done every other Friday. It is not a huge event and students use it as an opportunity to speak to the Dean and ask questions. I do not need to do anything other than represent ASI. It used to be a College of Science event, but since the Dean asked for a collaboration, I thought it would be great to join and plan with him. There will be a meeting with the Dean on Friday. Any suggestions of what can be done during the event are welcome. **A. Yunker** states that the alumni board created the idea of lighting round with alumni. For the Tea time event, there can be a molded version where there could be lightening rounds with departments, the Chairs, and teachers. It was found that fifteen-minute lightening round conversations work. It would be a casual dialogue with representatives. **E. Sanchez** asks if funding will be needed for the event or just ideas for online events. **M. Maamou** states that funding is not needed. I am interested in having college shirts, which was being worked on last year. The shirts would not be at every event, but at one of the Tea Time events. If the student attends, a shirt will be given.



42:51

**B. INFORMATION ITEM - Simple In/Out App**

The Associate Director will inform the Board of Directors about the Simple In/Out App. **Kris Disharoon** states that a refresher will be done for those that used Simple In/Out last year and an overview for those that did not use it. Passwords will be changed because the accounts are based on positional emails. There is an account already set up for each position. On the website, the login information will be the email address and password that will be given to everyone. The password given to the Board members can be changed by E. Pinlac, the front desk are administrators, and myself. The other person that has the ability to do things is the Executive Vice President and H. Dao will generate reports and check everyone's office hours. E. Sanchez and H. Dao will not need to go into zoom office hours. On the right-hand side of the website, everyone can click in or out and click update status. Comments can be made to update a status. Quick picks have been created to make it easier to select a status update. Groups have been created for everyone. The government staff and full-time staff are placed in a group called waiting area. The waiting area is in the office. There was a large TV that displayed everyone and explained to the general public who was in or out of the office. A picture of everyone needs to be uploaded. H. Dao can do more things than other people can on Simple In/Out. Individual emails will be sent with an updated password and everyone can then log into the system. If there are any questions, reach out and help can be given through a Zoom call. When having office hours, make sure to put log in or out during those times. If there is an issue with clocking in or out, inform H. Dao or I, so that the time can be fixed. This system is being kept for the Board members to track office hours. At Sacramento State, this was used, and it was good. Look for an email with a new password and if there are any issues, it can be troubleshooted.

52:50

**C. INFORMATION ITEM - Business Continuity Tasks**

The Board of Directors will be informed about the Business Continuity Plan. **E. Sanchez** states that K. Dhillon and Daisy Maxion started the business continuity task last year. The system is amazing and is a great resource. It provides everyone with weekly tasks and information on who everyone will be working with or working on. It creates small support groups. Each semester, the groups will be changed. The goal of the groups is to check in with each other. Different projects will be worked on, but everyone can support each other. There is a chart and once it is completed, it will be changed to the color green. If



the tasks are on-going, they will be moved on to the following week. If a task is incomplete, there will be different colors. If tasks have not been completed and someone has not checked in, the person's name will be highlighted in red. The document is not up to date, but H. Dao and I are trying to create more tasks for everyone. It is difficult to do that now since there are not many ongoing tasks. **O. Shakoore** states that last year being on the Board, the tasks helped immensely, especially in the transition to an online setting. Last year, the continuity tasks replaced office hours in the sense that these tasks were given to do throughout the week. With the current structure, on top of office hours, everyone will have business continuity tasks on top of task lists. Can this be clarified? It sounds as though additional stuff is being added. **E. Sanchez** states that last semester before converting to online, office hours were not held. If tasks were completed, members were good to go. For the business continuity tasks, these are items that can be worked on if no one is coming to office hours. Office hours are times reserved for ASI and if students are not coming in, these are tasks that can be worked on. The support groups are created to provide emotional support, and, in each group, everyone is working with people that do not usually interact with one another. The business continuity tasks should not be viewed as additional tasks, but things to fill in the gaps during office hours. This will focus on items such as resolutions and revisions to certain resolutions. **A. de Leon** states that E. Sanchez answered the difference in a distinction between the task list and the business continuity tasks. Can everything be clarified again to avoid replicating items from both documents? **E. Sanchez** states that the task lists are an overall summary of each person's goals for the semester. The business continuity tasks contribute to the Board. If there is an idea for a tasks list, once it is received, each person's goals will be incorporated onto the business continuity tasks to avoid additional work. It is important that everyone communicates with each other to avoid assigning different tasks, but rather help everyone to achieve their goals. **B. Golez** states that the support groups should reflect people that will be collaborating with. If there are office hours, personal tasks, and business continuity tasks, there are a lot of meetings in between. It would be easier to have weekly meetings within each support group. **E. Sanchez** states that the purpose of the support groups is to interact with more Board members. The support group can be someone to communicate with. A whole meeting does not need to be scheduled with the whole group. **B. Golez** states that support groups should reflect the tasks at hand. I understand what E. Sanchez is saying and the Board should bond, since the opportunity to be in the office to communicate is not there. Personally, last year, there were struggles with completing the task lists and not feeling supported. If each member has tasks and the opportunity to create support groups to reflect those tasks, it will be an easier workload on the Board. It would be





a great experience to bond with a support group over shared tasks. **E. Pinlac** states that this is a response due to last year because of shelter-in-place happening suddenly. This semester, everyone is familiar with things and moving towards task lists and office hours will normalize things. The business continuity plan is a good idea and it keeps people accountable. The challenging part is trying to figure out tasks. This does provide structure and right now, the world does not have a lot of structure. When tasks are assigned, they are assigned equally based on position. For the Vice President and President, twenty hours of commitment is expected. For the Directors, fifteen hours of commitment a week is generally expected and for centers, ten hours is required. It is important not to overload people with tasks. The three things do overlap and may cause some confusion. **A. Yunker** states that wanting to get the Board together is a great idea. In classes, it is difficult to bring students together. Maybe, groups can be created based on tasks lists and there could be another group to communicate with other people outside of the group. **E. Sanchez** states that this is not a discussion item. This will be done, but no one should view this as additional work. If a task that each member is working on is communicated, it will be on the business continuity task list. It is a document to show what other people are working on. There will be no penalties if someone does not check in with a support group. **M. Clark** states that since everyone is not there in person, instead of having the task list sent out, can each person type in what is being worked on. It would be easier or more organized rather than sending an email. With that, if someone has inputted their tasks, a check in can be done. **E. Sanchez** states that M. Clark's idea is a great way to receive input and if someone does not communicate what they are doing, the person will be contacted.

1:11:20

#### D. INFORMATION ITEM - **Task Lists**

The Board of Directors will be informed about the Semester Task Lists.

**E. Sanchez** states that the task list is a document that will need to be filled out within the next few days. It is where everyone will include personal goals within each position. Ideas of how the goals will happen will be included. The information provided on the task list will help determine what will be put on the business continuity tasks. Everyone will be given a week and a half to fill out the form and it will be position specific. **H. Dao** states that there is a breakdown of the task list, guidelines, and as well as an example. In the left column, overall goals for the fall term will be placed there. The middle column would be an explanation of why these goals are being set and how does it relate to the Board initiative policy agenda. To the right-hand side there is a breakdown of the item that will be planned



and its deadline. This is an intimate document where everyone can hold themselves accountable to a position. Competed tasks must align with the rest of the Board of Directors. **E. Sanchez** states that the goals will create a stronger bond between departments, and it is important to each position. The tasks are position specific and everyone will be held accountable for completing 80% of the tasks. If goals need to be changed, it can be discussed. **O. Shakoor** states there was an email regarding the task lists this week that was mentioned. Communication is important and will be successful in a remote environment. It is important to communicate and be transparent. Concerns have been raised in regard to the task lists of the President and Executive Vice President not being included in the folder. To hold everyone accountable, the President and Vice President should have their task lists posted the same time as the rest of the Board of Directors. **E. Sanchez** states that the President and Vice President will have their own task list. **O. Shakoor** thanks E. Sanchez for clarifying. The task list should be added to the drive. **E. Sanchez** states that it will be added to the drive. **A. de Leon** states a concern of having tasks duplicated on both documents. The task lists are goals and is personal for each Board member. I am confused on how it would transfer over to the business continuity tasks list. Many tasks are concrete and are set into each task list. How would those tasks apply to the business tasks? It was mentioned that having two task lists may overwork the Board. It is a great idea. **E. Sanchez** states that it is not additional work. The information put into teach task list provides an idea of each personal goal. The task list will need to be filled out and H. Dao and H. Dao and I, support everyone. The business continuity tasks help achieve each goal. The purpose of the lists is to keep everyone organized and provide transparency. One list is personal, and the other is for the Board as a whole. **B. Golez** states an email was sent regarding the policy agenda. Many items of the policy agenda are to help the Board fill out the task lists. If the business continuity tasks reflect the personal task lists, where does the policy agenda initiatives apply to this? Would there be extra tasks if it is not included in the task list? **E. Sanchez** states that every position has goals. Some of the tasks will be different, but it is a part of being on the Board. There will be tasks that will need to be completed outside each position. The policy agenda does need to be solidified and understand how it relates to the Board initiative. As of now, each person should fill the task lists and answer the question of how the tasks are specific to a certain position. There are ideas of how each person's goals will be fulfilled, but it needs to be written on a document. **H. Dao** states that each individual task list guidelines are to visualize the business continuity and offer support to everyone. It will ease the expectations for both documents. **B. Golez** asks when the policy agenda will be completed. **E. Sanchez** states that the answer is unclear. Many people have been editing, but if everything is good,



it can be moved to the next Board meeting. **K. Dhillon** states that if the policy agenda is ready and needs to be posted on the agenda, an email has not been received.

**1:23:50**

VIII. SPECIAL REPORTS:

A. Executive Director (2 minutes)

**E. Pinlac** states that a report has been created to show what has happened during the summer. In June, I started coming back to the office because the university wanted to slowly move staff to campus. As management, I was the first person. I prepared a return-to-work plan, which was approved by the President and Risk Management. There were on-going discussions about emergency housing and two weeks ago, it was passed. In July, there was preparation to open up further. There is plexiglass and decals towards the front of the office. In the office, recently, there has been a lack of chairs to avoid gathering of people. The chairs are in the third half of the Board room. A staffing schedule was created. If an employee has a doctor's note, reporting to the office is not required. As of now, I go into the office Monday, Wednesday, and Friday. Ryan Cesena goes on Monday and Wednesday. Sneha Sharma goes on Tuesday and Thursday. There is always someone in the office. This schedule avoids the whole staff being isolated and tested. In July, there was a chair interview process. I am a part of the Policy committee on campus. A new software has been implemented by the Chancellor's office to keep all policies organized. I invited everyone to visit the Chancellor's policy website. It is clean and organized. Since ASI is joining with the university, the pricings are minimal are under \$200 per year. Kris Disharoon is on the committee and the target deadline is December. The Board is to have a decent amount of policies and possibly resolutions can be seen on the website. The field work for the Financial Audit is placed in quotations since meetings are virtual. The Financial Audit verifies that ASI is abiding by all policies and ensures that the finances are clean. I met with some advisors before the CSU meeting and the new normal that everyone is facing was discussed. CSU East Bay is one of the first campuses to return. Other campus has been reaching out and asking things are working. Many CSUs are being more conservative and not allowing students into the office. The CSUs may reach out to the Board, closer to the end of the semester, for advice for the next semester. There was a lawsuit for ASI CSU San Marcos regarding funding for clubs and organizations. A memo from the Chancellor's office was sent out to find a way to address the issue. I have been working with O. Shakoor to review policies and possible drafting for departments that do request for funding. Lastly, there is the approved Emergency



Housing allocation, DISC and MOU. These are some of the large-scale projects from the summer.

B. President/CEO (2 minutes)

**E. Sanchez** states excitement of being president for the 2020-2021 academic year. My name is Pamela Euridice Sanchez, also known as Pam. I am a fourth-year Political Science major. Previously served as the Director for Programming and that is when I grew an affinity for ASI. I am happy that you are all here. The goal over the summer was to gain as much knowledge of the current issues in this country and its impact on students. I attended the Panetta Institute Conference, NACA Student Leadership Conference, CSUnity, and the Cal State Student Association Plenaries. My personal goals are to become closer with the Board members so that I am able to help everyone succeed in ASI but be there as a friend as well. During the summer, with Z. Perez, E. Pinlac, and H. Dao, brainstormed ideas for the Board retreat, which was successful. I would like to improve the relationship between ASI and the President. Currently, I meet with President Morishita monthly. The communication with President Morishita has improved. Over the summer, the Executive Committee met with Suzanne Espinoza to receive clarification for emergency financial aid fee deferment issues. It was relayed that there needs to be more transparency and communication from the Administration. Overall, as President and CEO, my goal is to help everyone accomplish their goals. I am excited to be a part of this advocacy journey. My office hours are Mondays and Wednesdays from 11 a.m. to 2 p.m., but I can be reached through text. Many items were worked on during the summer, but E. Pinlac discussed them all.

C. Executive VP/Chief of Staff (2 minutes)

**H. Dao** states that in the role of Executive VP and Chief of Staff, there will be alignment with Task force, initiatives, and the new policy agenda. My aim is to have all the ASI positions seated in a timely manner and to ensure that there is more student representation. I look forward to collaborating with everyone throughout the academic year to ensure ASI strives to be an effective advocate around the needs of our diverse student population.

D. VP of Finance/CFO (2 minutes)

**O. Shakoor** states the position revolves around the budget. I would like updates to be simple and clear so that the Board is aware of how much money is available, especially with online events this semester. If anyone enjoyed the presentation during retreat, I would like to continue doing workshops, providing students a better way to build financial health, whether





it be through an Instagram series, YouTube videos, or recorded Zoom presentations. It is a great way to build on the Policy Agenda. I would like to streamline club funding efficiency. There were some difficulties last fall regarding club funding. I would like to improve the relationship that ASI has with clubs and organizations. I will be working closely with E. Pinlac and Kris Disharoon to discuss the applications that will be used this year. Once the Policy agenda is approved, there are plans to work more items. If there are any questions or comments, or if anyone would like to be of support, it would be great to collaborate.

E. VP of Communications (2 minutes)

**B. Golez** states the position priorities are combined into three main focuses, the first being something started last year. The first is the CSV mobile app renovation. Last year, ASI attempted to create an app, but this year, we are collaborating with the IT department. To allow for more communication with ASI to the student community, the second initiative will be social media. Most of the Board has seen the process and I am open to ideas and to collaborative efforts with social media. I would like for ASI to be a successful constituent base going into an online setting. The third priority would be the policy and resolution implementation. It is important to create a great foundation for future ASI members to come. In this position, I hope to engage our students with platforms, promote pioneer pride, and elevate a better communication system within ASI. I am excited to work with everyone.

F. VP of University Affairs (2 minutes)

**A. De Leon** states that she is a third-year Theology major and have been in ASI since Freshman year. Similar to B. Golez, I created an overall vision for this position. The tasks for this position fall under the representation for all students who are doing this through the Senate and Non-Academic Senators and providing resources. Team building can form a bridge between the Senate and the Board. This year, I will be overseeing It's On US and Hey, Be Nice, in collaboration with Z. Perez, the Director of Programming, and N. Brandao, the Director of Wellness. I would like to focus on the team building aspect of the Senators to ensure that everyone is connected to the Board. Being on the academic Senate last year, there was some disconnect. I would like to conduct monthly check-ins with the Senate and Non-Academic Senators. With It's On Us, although it is virtual, it can still be successful with keeping students informed on mental health and sexual assault resources that are on campus that transitioned to online. Through this position, it is important to maintain communication with students. Over the summer, there was a town hall to begin the school year and that can continue throughout the academic year, at least once per semester.



G. [Chair](#) (2 minutes)

**K. Dhillon** states that in regard to the Policy Agenda, one of the tentative sub-priorities is mental health resources and advocating for those resources. With the help of A. de Leon, there is a mental health resolution. Currently, legislation is being looked into and where ASI can advocate for the legislation and support it. With Board meetings, the office of Student Life and Leadership asked for ASI Board meetings to be included as part of virtual field trips. From the first Board meeting, the feedback received was that for some new members, there may not be clear understanding of jargon and the content being discussed. E. Pinlac, M. Castillo and I are working on providing more context about why certain decision were made and what is being discussed. Feedback based on Robert's Rules will be given to show what can be improved. With the Senate, A. de Leon and I are planning a retreat and have met with all of the Academic Senators. In regard to communication, B. Golez and I have worked on a draft for the bylaws and the Admin manual. E. Pinlac and M. Castillo will be providing feedback and will determine the next steps. I will be continuing to serve on the University Presidential Search Committee.

H. Director of Programming Council (2 minutes)

**Z. Perez** states that It's On Us is being worked on with the help of A. de Leon. I am working closely with N. Brandao. There are many upcoming events, but logistics need to be finalized because things tend to change. I am excited to collaborate and familiarize ourselves with one another.

I. Director of Sustainability Affairs (2 minutes)

**K. Kaholoa'a** states that she is a fourth-year political science and criminal justice major. This is my first year in ASI and I am excited to learn and work with everyone. In this role, I strive to hold collaborative efforts with other campus entities such as the Office of Sustainability, the Center for Community Engagement, and members of the East Bay Sustainability club. Currently, there is contact with the Sustainability club on hosting a virtual program and giveaway. The Sustainability club is doing a panel and after, future events will be planned. Through virtual planning for programming, along with the committee, the focus is on enhancing sustainability. Cal State East Bay and this position will not only secure a better future for future students, faculty, staff, but also provide valuable learning opportunities in the process.



J. [Director of Legislative Affairs](#) (2 minutes)

**J. Iheaso** states that she is a Political Science major. For this position, there are three main goals created. The first is CSSA and I have been doing my best to be involved in CSSA to become familiarize with legislation affecting the CSUs. This would maintain transparency with both CSSA and the campus. The next goal is voter registration and there is a ballot bowl. I am doing my best to promote it. There will be marketing forms that will be released to promote the ballot bowl to encourage student to register so that the campus can receive points. Promotion of voter registration is another goal. There will be a program on national voter registration day, which is September 22<sup>nd</sup>. I will be collaborating with the Filipino Advocates for Justice Organization and there will be a civic engagement workshop where students can become familiar with the ballot, the platforms that the candidates are running under, and understand current politics. The third goal is to strengthen students' political literacy and create a more accessible way to obtain knowledge that is simplified.

**Motion** to extend the meeting by twenty minutes by J. Iheaso, second by K. Kaholoa'a.

K. [Director of Concord Campus](#) (2 minutes)

**K. Dhillon** states that A. Miralles is not present and is unable to provide a special report. I will read her report. "One of my priorities is to get to know Concord students. I want to reach out and make myself known as a resource, a friend, and hopefully establish a campus community. I am also working with Concord's Executive Director, Dr. Phelps, to identify students who attend CSU East Bay Hayward, but are physically closer to the Concord campus. Services that are provided at the Hayward campus, such as Academic services, laptop, and book pickup, can be provided at the Concord campus. I would like to build the Concord community, especially via Zoom and even through small socially distance on-campus events. I want to give students a few opportunities to attend campus. I am thinking of positing social distance victims on our campus fields or drive through food pickups in the parking lots, as regulations allow. I want to prioritize health on campus. I hope to be able to create care packs with ASI face masks and hand sanitizers to give away during one of the campus events. As far as for things that are in progress, I am partnering with EBS and a nursing club to host this distance tree planting ceremony on campus to honor those who have died from COVID-19. There is coordination with safe Mount Diablo and the Land Trust and Conservation organization to organize hikes on local trails to further promote health and advocate for the preservation and appreciation of nature. Additionally, in a continuous effort to support students from underrepresented backgrounds, I am working with a faculty member who is on the Anti-defamation League and very involved with Black Lives Matter



and No Place for Hate movements. We want to set up workshops and seminars to spread awareness and make CSUEB Concord's community a clear ally to these minority and underrepresented groups. Lastly, I would love to continuously work on bridging the gap between Concord and Hayward, I hope to work with anyone or everyone in this effort throughout the year. Thank you for listening and K. Dhillon, thank you for reading this in my absence".

L. Director of Wellness (2 minutes)

**N. Brando** states that he is a fifth-year student at East Bay and is a marketing major. As Z. Perez mentioned, I am working closely with her. There was a meeting this week to discuss some ideas. One of the ideas was to have food and clothes drive with HOPE. I spoke to Janice Bulayo and Linda Clark from the RAW this morning and unfortunately, the clothes can not be donated because of COVID-19, but food is a possibility. I would like to continue with Wellness Wednesdays. Z. Perez mentioned that the event could have students meet the Board and include members from the RAW. There will be conducting the Move more Daily workshop at the RAW, which discusses the importance of moving at least one hundred and fifteen minutes per week. Someone from the Board can come on one week and someone from the RAW another week. For example, O. Shakoor can discuss financial literacy. With each position, different things can be discussed during the event. I hope to work with HOPE, the RAW, Z. Perez, and A. de Leon.

M. Senator of CBE (2 minutes)

**K. Dhillon** states that the Senator of CBE is not present, and Z. Perez will read the report. **Z. Perez** states that there will be a meeting with Dean of the college to discuss the goals and execution of the goals. A financial literacy workshop is being planned for next month with an alumnus. The logistics are needed to be discussed with the Dean. **N. Brando** states that A. de Leon mentioned a great idea and since it is Suicide awareness month, it would be good do something. I reached out to Janice Bulayo and I was directed to Shauna Hong, the Director of Counseling, to talk about suicide prevention and ways to prevent the mindset.

N. Senator of CEAS (2 minutes)

**T. Engquist** states that the goals are to advocate for the students, but by doing so, build more of a community with the College of CEAS. Last year when appointed, I spoke to the head of recreation and stated that no one visits the office. I want to build a community with them





and form a committee with the Dean and presidents of the main clubs that represent CEAS. I am interested in having a town hall in November and it will help students with graduating and life after college.

O. Senator of CLASS (2 minutes)

**M. Clark** states one of the goals this year is to represent students' concerns and matters pertaining to the college and building a routine with the college Dean and associate Dean to answer questions and concerns. Other goals are effective advocacy, reviving student matters and bridging the communication gap between CLASS, students, faculty, and staff members, as well as providing adequate resources. Including online events will increase student success. This morning, I met with Eric Cooper and Sarah Nielsen for a project this semester. Professors will speak to students and can look forward to networking panel. This will build the connection between students and faculty.

P. Senator of Science (2 minutes)

**M. Maamou** states that she is a fourth-year biology major with a minor in chemistry. I recently hosted a town hall and it was successful. Students had the opportunity to express concerns with Dean and the questions were addressed. Guest speakers came in to talk about the new resources that the College of Science has. I have weekly meetings with the Dean to discuss new things and plan new events. The main goal is to develop Alumni Relations and provide more resources for the College of Science and make improvements to the building. Currently, a new scholarship for biology majors is important and is being worked on.

1:57:42

IX. ROUND TABLE REMARKS

**J. Iheaso** states that there will be an event happening on National voter registration day on September 22<sup>nd</sup>. It will be an engagement workshop in collaboration with the Filipino Advocates for Justice organization. The basics of the ballot and propositions will be discussed. This will encourage students to vote and provide knowledge to students. The ballot bowl is a friendly competition between all California Colleges to incentivize voter registration amongst the campuses. There is a link that will be promoted and flyer that will be circulated soon. It is encouraged that students use the link to register to vote and points will be tallied. The ballot bowl does not only apply to CSUs, but also UCs and community colleges. Promotion is important so that East Bay can earn points and win.



**E. Pinlac** states that on campus, there are lists of events going around. For the next couple of weeks, ASI will be busy, but there are events such as Internship week. It would be great to inform students and be present if available.

**M. Clark** states that the Center for Community Engagement Center is having a Coastal cleanup on September 12<sup>th</sup> and 19<sup>th</sup> from 9:00 a.m. to 12:00 p.m. If someone is around a beach, a person could clean up the area or neighborhood. When someone participates, a free I serve East Bay t-shirt is given to students. If there are questions, please be in contact.

**N. Brandao** states that for Wellness Wednesdays, if anyone would like to be a part of it, should send an email.

**Z. Perez** states that Kris Disharoon gave an idea of an event to keep students active.

**H. Dao** thanks the student-at-large for attending the Board of Directors meeting today.

**Christian Roessler** states that VBT is creating a new student evaluation because the current one is long and are relevant. The idea of sharing a professor's ratings is something that is being discussed. A draft has been created and feedback is being received. Feedback from the Board is needed as well, assuming that this is something students are interested in. The faculty and administration need ASI's leadership because of experience and proactiveness.

2:04:18

X. ADJOURNMENT at **2:06 PM**

Minutes reviewed by:

**Chair of the Board**

Name: Kabir Dhillon

  
Kabir Dhillon (Sep 26, 2020 22:32 PDT)

Minutes approved on:

**9-23-2020**

Date:









# Board Minutes of 9-9-2020.

Final Audit Report

2020-09-27

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