

Board of Directors Meeting Minutes of September 23, 2020

- I. CALL TO ORDER at **12:01 PM**
- II. ROLL CALL
Present: Kabir Dhillon, Euridice Pamela Sanchez, Hoang Dao, Anjelica De Leon, Zaira Perez, Jessica Iheaso, Nicholas Brandao, Kea Kaholoa’a, Arianna Miralles, Tyler Enquist, MyKale Clark, Martin Castillo, Erik Pinlac, Mark Almeida, Marguerite Hinrichs, Andrew Yunker.

Late: Omer Shakoor, Brittney Golez, Daniel Olguin, Michael Lee.

Absent: Mirna Maamou, Steve Spencer.
- III. ACTION ITEM - **Approval of the Agenda**
Motion to approve the agenda of September 23, 2020 by **O. Shakoor**, second by **A. De Leon**, motion **CARRIED**.
- IV. ACTION ITEM - **Approval of the [Minutes of September 9, 2020](#)**
Motion to approve the minutes of September 9, 2020 by **O. Shakoor**, second by **J. Iheaso**, 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.
- VI. UNFINISHED ITEMS:
No unfinished items.
4:13
- VII. NEW BUSINESS ITEMS:

A. INFORMATION ITEM - **Special Districts Presentation**
The Board of Directors will receive a presentation regarding special districts from the California Special Districts Association.



Colleen Haley states she is the Bay Area Public Affairs Coordinator for the California Special Districts Association. Part of the objective is to explain what our association is about. Our association is a level of government, like cities or school districts. However, they are not normally taught in schools but are as important. My goal today is to tell you some information about them and perhaps spark a little bit of interest in considering them. If in your career down the line you are thinking of becoming an elected representative you have to be elected just like city council's school districts. I believe this is the perfect opportunity for young folks to join these unknown boards. This will help if you are trying to create a name for yourself and establish yourself as a public servant. Sometimes these boards do not have many candidates you run for them. Does anyone know what is a special district? You could raise your hand if you do know but it looks like no one knows the answer from the show of hands. A little bit about me is that I graduated from UC Davis majoring in political science. I was part of the CCD and was commission chair. It is nice to come back to board meetings and seeing how they are conducted. It is so great to see so many of you. Thank you once again for having me. Later on, in my career, I went into government and worked for the state assembly member and the state senator. Eventually, I wanted to try something different to get out of just working in politics, so I tried public affairs. Afterwards, the California Special Districts Association recruited me due to having knowledge in politics and state legislature. We focus of lots of advocacy when it comes to legislation and coordinating with our members. Another component of what we do is facilitate more relationships between our members and the legislative offices. Lastly, we go out into the public and explain what special districts are and create a more understanding of what we do. An example of a special district you have locally is East Bay Parks, East Contra Costa Power District, East Bay Mud, and East Bay Municipal utility districts. In the Livermore area we have the Livermore Recreational Park District, Livermore Fire Protection District, Mountain Youth Sanitary District. They can represent any number of public services, including airport districts and police protection districts. All of these are not state codes due to being established because the community felt the city or county wasn't providing. Therefore, the community took it upon themselves to put it on the ballot in order to create these districts. With that, it creates the funding mechanism, which would be used to tax themselves in order to pay for it. In the Bay Area, we have so many special districts due to the people being comfortable in paying taxes. Some people say that Democrats like taxes because they can see what their money is being invested too. I am happy to represent these districts. I also have a powerpoint that I would like to share with all of you if I am allowed. **K. Dhillon** states that she may show the board of directors the powerpoint. **Collen Haley** states that special districts are created because there is a need for them. There are no community parks



and a group of mothers and their children took it upon themselves to create a park. It denotes local control and if a community does not need a district, it can be dissolved. Dependent special districts are arms of the county and is another form of government. There are fire protection districts in the state that help cities and counties, also known as mutual aid. There are a few water and wastewater systems in the state. There are also health care districts. In the South Bay, there is El Camino health care district. Every county has Mosquito Abatement and Vector Control districts and a lot is done to stem the spread of diseases spread by mosquitos. Other districts are water, irrigation, and flood control, sanitation, wastewater, recycling, resource, land, water conservation, recreations and parks, airports, ports, and harbors, and libraries. Districts can provide one service, but more than one can be provided. Community centers and fire protection services can be provided by the Community Service District. Enterprise Services give back local taxes, but on the bill, a person can be charged to use the services. Special districts are voter driven, flexible and regional, open, and transparent. There are parts of the state that City services did not reach out to. Farming communities, Central Valley, and irrigation districts were some of the first to be established due to the need to establish them. We created our own Public Affairs campaign to explain to the general public what special districts are. There are graphics and videos to clarify things. There is a video contest for high school and college students that ends at the beginning of the month. If any of you have video making skills, it is a great way to earn scholarship money. \$2,000 is given to the first-place winner. We are asking for a sixty to ninety-minute video about one or a few of your local districts explaining what they are. If you have the opportunity to, you can apply. After graduation, you can look into the different special districts and many of the districts are searching for young energy. If you are looking into joining city council or student board, this is a great opportunity. Do you mind if I take a picture and tag the ASI government account? Thank you for listening and please let me know if there are any questions about internships and other things. I would be happy to help.

15:48

B. ACTION ITEM - [Policy Agenda 2020-2021](#)

The Board of Directors will take action on approving the 2020-2021 Policy Agenda.

Move to adopt the 2020-2021 Policy Agenda by **E. Pamela Sanchez**, second by **A. de Leon**. **E. Pamela Sanchez** states that the Policy Agenda looks different but is similar to what was written before. The purpose of the document is to showcase the three initiatives for the academic year. The front page has the mission statement for ASI. The content is the same, but it is organized in bullet points. For priority number three, the title was changed because it was long, and it is changed to student success and equity. For that, graduation retention



rates, roles of the Academic Senators, Financial literacy workshops and ASI app, were discussed. For the public, the policy agenda has been worked on since the beginning of our terms in June and over time, ideas have been gathered on what the focus would be for this year. Over summer and the past few months, occurrent issues have been picked up. I provided comments to explain the changes on the document. **M. Castillo** states that the new format is great, and everyone did a good job. The only thing to change would be in the last section add equitable student success. We are working as a university to ensure that we would like student success equitably across the Board. It means helping other groups that may need more help. **M. Lee** states that it would be better modification to add equitable and inclusive student success.

Move to amend the ASI Policy Agenda 2020-2021 priority number 3 from saying student success and equity to saying equitable and inclusive student success by **J. Iheaso**, second by **E. Pamela Sanchez**.

Motion to replace under priority number 3, strike out student success and equity and replace it with equitable and inclusive student success, amendment **ADOPTED**.

E. Pamela Sanchez states that she would like to discuss priority number 2 because she changed it to social justice and equity. I want to know how everyone feels about it. Is it an appropriate title? I was not sure of what else to name it since we are supporting underrepresented students. Should it just be social justice? **A. de Leon** states that it is a great title and it encompasses what has been planned with the different priorities under priority number two. Thirteen aye one nay.

25:23

C. DISCUSSION ITEM - [Club Funding Policy 2020-2021](#)

The Board of Directors will discuss edits to club funding policy for this academic school year.

O. Shakoor states that he had the opportunity to update the club funding policy during his term as Director of Sustainability with Melissa Baron. Unfortunately, under circumstances, the edits were approved. Majority of the changes are in light of COVID-19 and how funding can be provided to clubs and organizations on campus during this time. The majority of the changes will be in the club funding policy. In the circumstance that Cal State University East Bay campuses close, virtual club funding will be implemented. I added a section for virtual club funding. In light of the Viewpoint Neutrality Policy as well, I wanted to make sure that there was language in the club funding policy that clubs and organizations bring speakers or guests, I hear by this View Point Neutrality Policy. I mentioned during the summer and the retreat that on-campus events would not happen. We decided to reallocate the money and



apply it towards speaker fees and add more film licensing. Subscriptions have been added, as well. This is a great opportunity for clubs and organizations if they wanted to use software they may not have. We increased the flex fund from \$200 and \$500 extra will go towards other categories. Speakers will be charging much more since everything is virtual. We added shipping and postage to miscellaneous supplies. The miscellaneous supplies have been brought down because it used to include paper cups and plates that were used for in-person events. Travel, in state or out-of-state, will not be funded by ASI. If clubs and organizations receive approval from President Morishita office to travel, the funding can be discussed. In general, travel will not be approved. The maximum amount a club can receive per event is \$1,000.00 compared to \$1,500.00 and the maximum amount students can request for a collaborative event is \$1,500.00. We wanted to make sure that we are budgeting properly, especially with COVID 19. The ASI logo was updated and it will be included in flyers. I would appreciate suggestions to how to improve the document. **A. Miralles** asks the repeat what was said about the maximum amount clubs and organizations can receive. **O. Shakoore** states that the maximum amount for one event is \$1,000.00, but it does not mean that a club only has access to \$1,000.00. We decreased the cost of one event, and it does not necessarily apply to one semester. **E. Pinlac** states that the CSU has banned non-essential travel. Most of the funding for conferences are considered non-essential travel. There may be instances where there is approval for essential travel, and they will need to be taken case by case. There is a mandate from CSUs and faculty and staff can not travel.

32:44

D. DISCUSSION ITEM - [Committee Codes](#)

The Board of Directors will discuss making revisions and updates to the ASI Committee Codes.

E. Pinlac states that there were minor changes suggested by the Audit committee that had to do with the membership. I went in to change the document, but it seemed as though there was a change to make it the Associate Vice President for Finance, Maureen Pasag. The original copy included the University Controller, who cannot be in the committee because she works closely with the auditors, which would be a conflict of interest. I mentioned this to see if committee chairs would be interested in updating their committee codes as well. If there are any updates, they can be made before approval. I recommend that anyone who has a committee to read through the document and make suggestions before the next Board meeting. I recommend a small group to work on a committee, but I understand that some purposes require additional support. Kristopher Disharoon will be added as an advisor for the Personnel Committee because he plays a larger role in our Human Resource function.



We are paying for Kristopher Disharoon's courses to receive a Human Resource certificate and the courses will help in advising the Personnel committee. If needed, committee members and advisors can be changed. I typically do not like to create changes to the document throughout the year and we should avoid the confusion of changing the document. **A. Miralles** states that her understanding was that changes could not be made to the number of members a committee can have. **E. Pinlac** states that the changes can be made to the document. I am not sure about not being able to change the amount of people on a committee. Working with a smaller group in the committees is much more effective. There are committees, such as Lobby Corps, that travel to different meetings and not everyone can attend the meetings at once. Changes to the numbers of members on a committee can be made to this document. I am not sure of where you heard the contrary opinion. **A. Miralles** states that she asked earlier this semester and was told that changes cannot be made because it is in the committee codes. Since revisions are being made, it is possible. **E. Pamela Sanchez** states that A. Miralles did ask about the changes to the number of members and was told that it was in the committee codes. My question for E. Pinlac is if we have funds for it. We pay students and can we afford increasing the number of committee members? **E. Pinlac** states that the budget is set and if needed, funds can be reallocated. It is important to have people to work, but if people are added just to have more people, it is not an effective way. There should be some justification to why committee membership would be increased. In a virtual environment, it is difficult to get people into one place at the same time. If committees are increased, it will need to be discussed because of budget restrictions. **E. Pamela Sanchez** states that she is not against the committee increase, but A. Miralles mentioned it and would like more committee engagement at the Concord campus. It is a good idea and I wanted to make sure it was possible. **M. Castillo** states that any recommendations made need to be taken to the Executive Committee. When a committee is increased, it changes quorum. Sometimes, people will state that they would like to be involved in the beginning but cannot meet and the committee will not meet quorum. They can be involved as volunteers, but do not have to be committee members. Be careful to not increase the numbers too much due to the fact that it can have a negative impact on quorum and the ability to meet. **A. Miralles** states that the Concord campus has always wanted more people on the committee. If I wanted to request an increase, would I speak to E. Pinlac or the Executive Committee? **E. Pinlac** states that A. Miralles can speak to him or O. Shakoor. Previously, we have been strict on the budget and did not have as much involvement in our committees, but last couple of years, we have had issues. We would need to know how many people will be added and which budget the money will come from. There is flexibility in our



budget this year, but as M. Castillo said, it is important to make sure that people will attend meetings. In the past, Concord has had difficulty meeting quorum.

42:23

E. DISCUSSION ITEM - [Ad Hoc Committee for Election Grievance Resolution](#)

The Board of Directors will discuss the Ad Hoc Committee for Election Grievance. In fiscal year 2019-2020, the Board of Directors overturned a decision of the Elections Committee. This resolution is to establish an ad hoc committee to review evidence and make a recommendation to the Board of Directors.

E. Pinlac states that last year's Board returned the decision of the Elections Committee for information that was not available at the time of the hearing by the Elections Committee. The Ad Hoc Committee is established to review information regarding the grievance that was not reviewed by the Elections Committee and create a recommendation that the Board will adopt. If you review the minutes from the last meeting in May, you will see details of what is happening. I did create a resolution and K. Dhillon added more detail to it. There is a Committee Code I would like to add. The membership I am asking for is five Board members and one of the members will be selected as a Chair. These five members will be selected by the Personnel Committee. There will be two Board of Director advisors chosen. Originally, I had M. Castillo as a designee, but I realized that there may not be any appeals. There will be review of the data and recommendations given. I created this to avoid slowing down the Board of Directors. It allows us to be efficient and to focus on our goals.

45:58

F. INFORMATION ITEM - **Financial Aid Packages**

The Director for Financial Aid Sonia Jethani will inform the Board of Directors about financial aid packages.

Sonia Jethani states that federal regulations require that any type of funding that is given to a student, requires the person to be a student in order to receive the funding and must be reported in their financial aid. When it comes to providing students with parking permits, it is considered their cost of attendance. When awarding financial aid, our maximum allowable amount that we are able to give to them is the total of their cost of attendance or their unmet need as calculated by their application through California Dream Act Application or FAFSA. We award the initial eligibility and as soon as their FAFSA is received around the middle of March, the awarding process begins for the following academic year. When a department or entity reaches out to inform us on funding, we add a place holder of that amount into their financial aid award to help with costs. If a student has received the maximum amount of



financial aid, often times the funding will be replaced. The loan received will be reversed and will be put into the additional funding. If you are going to award a student with funding, it is important to inform them that it will have an effect of eligibility. It would be great to receive the information early to reduce the negative effects on a student's eligibility. **J. Iheaso** asks if the effect is only seen if a student receives the maximum amount of financial aid. **Sonia Jehati** states that it is only seen with the maximum amount. **M. Castillo** states that one of the recommendations from the last meeting was to work with Parking and Transportation. Because there is limited foot traffic on campus, would it be possible to not charge for parking for students? How would it impact student financial aid packages? **Sonia Jehati** states that it will not impact financial aid if students are not charged. Transportation encompasses a lot of things such as car insurance, gas, and maintenance. If students are not charged for parking, the cost of attendance would decrease. **O. Shakoore** ask if the changes with financial aid would be starting this year? **Sonia Jehati** states that this has been a regulation that has been in existence since for a very long time, which is already in effect. If there is additional funding granted to a student, financial aid must be notified. **E. Pamela Sanchez** states that our Director of Concord campus had an idea of ASI giving a handful of students free parking permits. However, it was under our impression that by doing so, we might affect their financial aid. I know you briefly touched on the subject. However, I would like clarity on how we might move forward with this request. **Sonia Jehati** states that it will impact their financial aid unfortunately. If you proceed with the request, I will need to get the value of the parking permit and post it on their financial aid. In order for you all to view a visual on how we would proceed this request. Let us say student A received a California grant award for \$2871.00 for this semester, an external scholarship for \$3,000.00 in the semester, and a loan they received for \$5,000.00 this semester. The cost of attendance this semester is \$10,871.00. Which is our maximum allowable award that we are able to give to the student per federal regulation. Now let us say a student is award a parking permit valued at \$100.00. In that case, we would have over awarded the student and would have to reduce the amount in either the California grant, external scholarship, or loan. This will help us maintain compliance. We would check which component would affect the student the least or would benefit the student the most when adding on this additional assistance. In this case, we would subtract from the student loan to add on the \$100.00 parking permit. This will allow for the total to remain the same. **E. Pamela Sanchez** states if ASI still wanted to proceed with given the financial aid. Would ASI then make it a requirement for the student not to have financial aid? **Sonia Jehati** states that the students would either have to get the \$10,871.00 financial aid packet versus the \$100.00 parking permit, which would not be beneficial. For the most part, many students do not have a full ride financial aid award that



would meet the cost of attendance. For the most part, we do reverse those loans, which would look like if the student is taking out a \$5,000.00 the reversal would be \$100.00 going back to the lender. This will allow for the student to pay back less, in this case only \$4,900.00. Therefore, students who are not awarded the whole financial aid package would be able to receive a parking permit. A. Miralles states thank you M. Castillo for Sonia to come into our meeting. I wrote down all the information you have stated. I have discussed with many faculty and staff, in which we shifted our focus to not having a parking fee at the Concord campus. I am trying to not go through financial aid in order to not affect student financial aid package. **E. Pinlac** states that financial aid has already been distributed, would students have to pay some portion back. **Sonia Jehati** states that if we add these things to the students its going to be detrimental. It creates a more negative impact for those students who have scholarships. E. Pinlac states that it is almost as if the students bought the parking permit either way. M. Castillo states if any board member is planning to do giveaways with gift cards or prize, please keep in mind that it might affect them. Sonia is not just talking about parking permits anymore; it is any type of reward a student might receive. Which, we would then need to report to financial aid. E. Pamela-Sanchez states that in my opinion students already pay the ASI fee, why are students penalize for receiving items from ASI. **Sonia Jehati** states that it is just a federal regulation. When a student submits a financial aid application, the students report their income and the parent's income. The algorithm sets a certain amount and when extra awards are given it needs to be reported to the institution. **Michael Lee** states that due to COVID 19 if the administration wanted to refund those parking fees. Would we need to report it to the federal government or affect financial aid? **Sonia Jehati** states that if you are deciding to do a refund, financial aid would not have to get involved and the government has given permission to do so. However, if the cancellation of the parking fee is permeant, that would have to be stated the following year. We report an estimated cost of attendance based on a study of students who attend East Bay in combination of the study of the California Student Aid Commission provides to us based on the studies of all CSU's. That would need to be taken into consideration if you do decide to proceed with cancelling the parking fee. **Michael Lee** states if it were a one-time refund given to students, would we need to state that for the following year? **Sonia Jehati** states it would not be reported if it is a one-time refund, since we are just working on the academic year. Therefore, if the refund were for this fall semester or academic year, but when they renew their financial aid for the following year it would be different. Michael Lee states if the parking fee for the fall 2021 was restored then it would not affect the student because they are declaring what that what the cost will be for the coming year. **Sonia Jehati** states correct. **Michael Lee** states that it can be seen as unfair to the nursing students who had no



choice but to return to campus once or twice a week. ASI is looking out for the best interest of the students but also the also for the institution. I am wondering if ASI would like to speak with the Student Advisory Committee or Susan Espinoza and higher ups to see what they can do to help the situation. **A. Miralles** states that I have been talking to the bookstore manager regarding if we can provide random \$20.00 gift cards to students. Would this also need to be reported? **Sonia Jehati** states unfortunately yes since there is not a set minimum. Amounts like \$20.00 to \$100.00 would not affect a student's financial aid. We also try to look at the billing section and incorporate this into the cost of attendance in order to see if we can increase their eligibility. This is the first step we do when awarding additional information. There is also appeals that students can do to get awarded more aid by providing proof. E. Pinlac states that the board members are working on a plan regarding parking permits. We are not ready to present at the moment, since we need to place it on an agenda.

1:15:42

VIII. SPECIAL REPORTS:

No special reports.

1:52:47

IX. ROUND TABLE REMARKS

E. Pinlac states that we do have a few special events for tonight. Tonight, we have Daniel Martin the magician not the professor on campus. Tomorrow we have a virtual five k, though we have extended it due to placing many giveaway items. On Friday we have a one hit wonder event. Michael Ryan is out of office and will be back on the 28th since he just got married.

Mark Almeida states that last week we had our first fire drill, we also had the fire department come out. We were also able to practice social distancing. We are also doing a water reduction competition and partnering with the office of sustainability.

Marguerite Hinrichs states that she wanted to congratulate Omer during his first presentation at the leadership conference.

J. Iheaso states there is an opportunity to volunteer with the Filipino advocate for Justice. We are having a census canvas walk this Saturday, we will be meeting in front of Glad Tidings Church. They will be targeting communities who have a low census count, everyone who participates will receive a \$75.00 gift card. If you have any questions let me know.

E. Pamela Sanchez states she would like to congratulate J. Iheaso on her first solo event. I am proud we have completed our policy agenda. At the moment, we are interviewing senate candidates this week. For the East Bay Presidential search, Kabir and I, and we will keep you updated once we have



more information. If you have not heard already, we have a new chancellor for the CSU, his name is Joseph Castro. Joseph is Fresno States President and he is the first Mexican American Chancellor. **D. Olguin** states due to Mirna Maamou not being here today she has asked me to read her round table remarks. There is a new scholarship available for biology majors. Every other Friday we will be collaborating with T-Time. We are planning to add gender neutral restrooms in the science building. Lastly, once we have academic senate funding, I would like to work on some shirt giveaways.

Michael Lee states that your senators are coming to our meetings. If you need help for students applying for non-academic senate positions, let me know I might be able to help. Our committee is working on extending the policy in which will allow for courses to be hybrids during spring semester. We also passed a grade policy which is similar to the one passed last year, which is the ABC no credit. We also got issues associated with things like academic freedom, anti-racism, and anti-blackness. There is a certain line when it comes to students or staff acting freely when it means that their being racist, this is something we are looking at. I am expecting the senators to bring back any important information back to ASI. Remember students can ask for there to be motions, if you have any doubts you can also ask me.

T. Engquist states he wants to congratulate with everyone working throughout these difficult times. Right before this meeting, I had a meeting with my Dean regarding starting a community for CEAS. Hopefully, my successor will follow with the legacy that I am trying to leave behind.

A. De Leon states It's On Us is happening in less than a month. We are having a social media campaign and we are working with multiple organizations to make this a bigger event.

N. Brandao states that Daniel Martin the professor at East Bay was my previous lecture, which I thought it was funny how you mentioned his name. I am working with Daniel Martin to bring the bright city programs in order to discuss stress, anxiety, and burnout to students. The event will be on October 5th and it is a free event.

1:26:47

ADJOURNMENT at 1:28 PM

Minutes Reviewed by:

Chair of the Board

Name: Kabir Dhillon


Kabir Dhillon (Oct 15, 2020 14:15 PDT)

Minutes Approved on:

10-14-2020

Date:












Board of Director's Meeting of 9-23-2020.

Final Audit Report

2020-10-15

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