

Concord Committee Meeting Minutes of March 16, 2021

- I. CALL TO ORDER at **5:04 PM**
- II. ROLL CALL
Present: Arianna Miralles, Carlos Ruiz, Graziela Angkaw, Samantha Grist, Winnford Dela Torre, Derek Ramos, Kathy Cutting
- III. ACTION ITEM – **Approval of the Agenda**
Move to approve the agenda by **A. Miralles**, second by **G. Angkaw**, agenda **APPROVED**.
- IV. ACTION ITEM – **Approval of the Minutes of March 9, 2021**
A. Miralles states that the official minutes were not sent, but it was sent to her to make corrections. I clarified everything and it looks good.
Move to approve the minutes of March 9th by **A. Miralles**, second by **C. Ruiz**, 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.**
No public comment.
- VI. UNFINISHED ITEMS:
- A. DISCUSSION ITEM – **Memorial Bench**
The Concord Committee will discuss details about the Memorial Bench project.
A. Miralles states that she will need to make a decision regarding the placement of the memorial bench. Last week, we talked about having two and it is still in consideration. This Friday is the last day for the Construction Management students to reach out to me. Right now, we have four students that expressed interest. Two of them have not emailed me yet.
- 3:12**
- B. DISCUSSION ITEM – **Giveaways**
The Concord Committee will discuss the upcoming swag order.
A. Miralles states that she has been thinking about the budget. There are so many larger items on our plate. I have been trying to budget things and right now, we are \$9,800.00 because we



spent \$200.00 on Cocoa and Cram last semester. If we spend \$2,000.00, it will leave us with less than \$6,000.00 for the items I mentioned last week. We may need more than \$6,000.00. I was thinking of only getting quarter-zip sweatshirts, which we did not get last year. Apparel has more school spirit and it can be a limited-edition sweatshirt. We can omit the little items. I had a difficult time trying to keep the price of the quarter-zips under \$2,000, unless I order five of each size. Are there any thoughts or opinions on this? **G. Angkaw** states that it is a good idea to stick to one large item. We can include the items that are in the office. Everyone will have the opportunity to get a giveaway. **A. Miralles** states that she was thinking that some of the items have already been given to the cohort. People in ASI do not consider certain populations of students. **C. Ruiz** states that quarter-zips are easier on A. Miralles. One item will be purchased and it will be easy. People will participate in activities for a free quarter-zip. **A. Miralles** asks C. Ruiz to figure out the process to put designs on giveaway items. On the O2 giveaway website, there is an embroidering template, but we go through our own design process. I will provide C. Ruiz with some contact information. **C. Ruiz** states that he can do it.

12:00

C. DISCUSSION ITEM – [Concord Campus Drive-Thru Food Pickup](#)

The Concord Committee will plan details for this future event.

A. Miralles states that she talked to C. Ruiz about this item and they decided on Chipotle.

C. Ruiz, can you please create an estimate of how much the Chipotle order will cost? C. Ruiz used to work at Chipotle. I am not sure how much Ben Ordaz would like to spend. Fifty people will be overshooting. **K. Cutting**, do you know how many we should plan for?

K. Cutting states that she does not know how many they should plan for. Can we combine giveaways as people are driving through? I am more concerned about the logistics and getting people to come. I think that you are on the mark of considering fifty orders. It would be nice to find a way to engage people to commit to it. **A. Miralles** states that she spoke to the Senator of Science and Hayward has giveaways that we do not have. We can swap some of the items that we have with the Hayward campus. We will be getting some new items that can be given out. I was thinking to do this on Thursday, April 15th. **W. Dela Torre** asks

A. Miralles if she mentioned what was being ordered at Chipotle. **A. Miralles** states that she was thinking about burritos. **K. Cutting** states that they should include a vegetarian option.

A. Miralles states that she will include a vegetarian option. **C. Ruiz** states that Chipotle does offer the option of burritos or bowls. The issue is the touching of food. Burritos can be handed out. Chicken and steak are common for the meat options. **A. Miralles** states that she is not sure how C. Ruiz wants to accommodate non-dairy eaters. Most often, people eat what they are given. **C. Ruiz** states that there is usually a majority that wants to eat meat. **A. Miralles** states

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that she will have someone make time slots for people to sign up. **C. Ruiz** states that Google forms can be used. **A. Miralles** states that C. Ruiz will figure out the design for the sweatshirts. I did not care too much about the food, but more of the pricing. C. Ruiz asks A. Miralles if she wants to go with fifty orders. **A. Miralles** states that she is between forty and fifty. **C. Ruiz** states that he will run orders for forty and fifty.

22:06

VII. NEW BUSINESS ITEMS:

A. DISCUSSION ITEM – **New Meeting Times & Dates**

The Concord Committee will finalize any necessary changes to meeting times/dates.

A. Miralles asks if Tuesdays at 5:00 p.m. is still decent for everyone. I would make them sooner, but sometimes we have class until 4:55 p.m. I will be contacting everyone about post-week. I want to post the picture of us and next week, we can meet for a picture. **G. Angkaw** asks what day the drive-thru will be. **A. Miralles** states that it will be on Thursday, April 15th.

24:23

B. DISCUSSION ITEM – Campus Tradition / Legacy

The Committee will discuss potential campus traditions to buy or build for the Concord Campus.

A. Miralles states that she would like to show the committee ideas for the campus tradition.

S. Grist asks what the budget is. **A. Miralles** states that it is \$10,000.00. Last time, we talked about the compass. I liked the idea and C. Ruiz likes the idea. We are thinking about doing a pedestal with a compass. **K. Cutting** and I talked about wiping out the area of grass because it is a small area. The pedestal will be closer to the center of the quad and there would be a path.

I like the idea with doing more with the area of grass because it will open up the campus. There is a lot of opportunity for community spots if we opened up the quad. This would be \$6,000.00.

S. Grist states that with \$6,000 plus \$1,000, that will be \$7,000.00 and we will only have \$3,000.00 remaining. That is a lot of money. **A. Miralles** states that it is a lot and that is why she has gone back and forth on this. I see this as a long-term project. I am not sure if I will be purchasing it opposed to the next director. I have my eye on the compass first because it is doable and more affordable. **K. Cutting** asks if it is possible to donate money to the next committee and that committee can donate to the next one. A legacy fund can be established so that it is not on A. Miralles. **A. Miralles** states that the issue is with the extra money. Last year, Antoinette Milano mentioned using the extra money for something and she complained that the money does not roll over. I have been wanting to ask Erik Pinlac about potential things that can be done with the extra money. I was thinking about creating a resolution stating what we would

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like to do with the remainder of the Concord budget. A resolution can do many things and I was thinking that we could create one that says what will be done with the left-over money. I like the idea. It is a lot to taken on everything this year. **K. Cutting**, do you think that the compass can be done with year? **K. Cutting** states that it is doable. I was out there today. I walked and spoke to Cecilia Zefeldt and she will approach facilities about it tomorrow. Hopefully I get a response and find out what it will take for them to remove the lawn. Irrigation will need to be accommodated and should get a response by tomorrow. I was thinking about putting the tree there as well. It can be a nice corner for nursing. There is a lot of room and we can accommodate two things in that area. We walked by the Redwood room and the patch of grass in front of it is another spot that can be potentially used. **A. Miralles** states that it is great to know that the compass is feasible this semester. The colors of the Concord campus are warm. **K. Cutting** states that she could not find the picture of the boulder with the compass on top. There is the idea of having a nice, natural rock with a compass on top. I love boulders and there are many to choose from. **A. Miralles** asks if there are websites to find boulders. **K. Cutting** states that to find boulders, they would need to visit a rock yard. I was a landscape designer and spent plenty of time in rock yards. You need to find one that is the right size and stone. Rocks start at six cents a pound to ninety-six cents a pound. A nice piece of granite is talked about frequently because it does not break down, but it is also heavy. I am happy to help with that. **A. Miralles** states that she likes the natural look better. **K. Cutting** states that the committee needs to vote on the type of rock and determine who will want to go shopping. The rock will be delivered to us on a forklift and the company will drop it into place. It does not require concrete underneath. We will have to hire someone to adhere the compass to the boulder. It is an easy opportunity and long-lasting. If that is something you all would like to do, we can go shopping. **A. Miralles** states that this is her number one idea. I would like to hear from everyone. **S. Grist** states that she likes the choice because it looks affordable and beautiful. **D. Ramos** states that he likes the compass because it is cheaper. I like the brass material for the compass, which is better than the granite. **A. Miralles** states that everyone's opinion is important to her. **W. Dela Torre** states that he is looking at affordability. The compass will look great and it will be long-lasting. It will be a symbol of the Concord campus. **G. Angkaw** states that she likes it. Another alternative could be the school logo, since it represents our school. I like the idea of thinking of future monuments for the school. Maybe we could have CSUEB letters in the future. I like the idea of the rock and compass. **A. Miralles** state it reiterates what K. Cutting mentioned about allocating a certain about of our budget for the future. **K. Cutting** states that she came across some custom metal works. It might be possible to have a compass in the center and a band around it with wording on it. I can try to contact the metal working company. A lot of their items were \$250.00. It might be possible to create a custom metal piece to place somewhere. I can look into it.

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C. Ruiz states that the compass and boulder is a great idea. Additionally, I assume that the East Bay letters were expensive since they are big. I used to attend Cal State Long Beach and they have something similar that is significantly smaller. If you Google the Go Beach letters, you can see that people enjoy taking pictures in front of them. The letters are not as big as the East Bay letters, but it brings school spirit. **K. Cutting** states that it is out of the budget. I love it; however, this goes into tens and thousands of dollars. **C. Ruiz** states that he mentioned it just as a thought and for other directors to think about. **A. Miralles** states that the letters are popular and it is something that can be contributed to. **G. Angkaw** states she likes K. Cutting's idea of having the compass and having something written around it. We would have the school logo under the compass, facing the library. **K. Cutting** states that she read an article about the letters. Each concrete letter weighs two and a half tons. **A. Miralles** states that if a resolution is created to allocate a portion of the budget to a potential project, it is important to know what the money will be going towards. **K. Cutting** states that if A. Miralles would like to have ASI letters, that is what it will need to be. **A. Miralles** states that she will ask Erik Pinlac.

Move to extend the meeting until 6:10 p.m. by **A. Miralles**, second by **G. Angkaw**.

A. Miralles states that she is glad to receive everyone's feedback.

53:37

VIII. SPECIAL REPORTS:

A. Sexual Assault Awareness Video Updates

A. Miralles states that she brought the sexual assault awareness video to the Board of Directors. They were in favor of it, especially since I showed the video that I played for this committee last meeting. I sent an email to the Board of Directors if anyone has interest in helping. People responded and said they would like to help. Shauna Hong, the Director of Counseling, mentioned that after speaking to various people, having students speak on experiences may be difficult because others can use the videos and expose people. There are many factors that are risky for a fragile subject. She had an idea of doing something live for people to share their stories and it will not be recorded. We could also make a video that will be similar to other campuses. The video will need to be vague and less personal. Since I mentioned this to the Board of Directors, I can remove it from the list of items we need to work on. Unless someone would like to contribute to the video, it will not be on our radar.

55:54

B. Scheduling 1:1s

A. Miralles states that after having a meeting last week and talking to C. Ruiz, she realized he had a lot to say about many different things. The reason for mentioning this is that I

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acknowledged that everyone has more opinions than what is actually said during the meetings. I am going to start one-on-ones with everyone this week and next week. I will indicate on Google calendar when I am available and everyone can sign up for a particular spot. The meeting will be thirty to forty-five minutes. I will send an email explaining what everyone should be thinking about to prepare for the meeting. I will like to hear everyone's thoughts on what we are doing. My responsibilities and goals are now ours. I am going to move forward with C. Ruiz looking into the designs for the quarter-zips. We may get these out sooner than later. I do not want to wait for something uncertain. **S. Grist** states that when everything is finalized and ready, she will post it to the Facebook page for her cohort. **A. Miralles** states that she will contact S. Grist. I think we will be swapping giveaways between Hayward and Concord next week. If the items look good, I will reach out. Most of the giveaways will be going to the nursing students and many have already received the giveaways that we have. S. Grist, is it possible to edit the document you created? I do not want to change anything, but I would like to make edits to the ASI logo. **S. Grist** states that it can be done. Do you have a logo or should I Google it? **A. Miralles** states that she has a logo.

1:01:28

IX. ROUNDTABLE REMARKS:

A. Anti-Bias Workshop Debrief

A. Miralles states that the Anti-Bias workshop did not happen. There were six people registered for it. The people that registered included Andrew Pajes, Tristan Garcia, Kendall Harcourt, two members of this committee and myself. We contacted Samantha Brown from ADL and she mentioned that if there are under twenty people registered, we should consider postponing the workshop. There were not enough people to create breakout rooms and to have a workshop function nicely. The workshop was moved to this Thursday. Cecilia Zefeldt stated that she has fourteen people signed up. If you have not signed up and can attend, please do. It is in the Google invite I sent you all. I got in contact with Allison because our COVID nursing discussion is scheduled for next Thursday. We will have another meeting before then. I checked in with her regarding the status of things. D. Ramos and C. Ruiz, what day are you both free to come to campus.

D. Ramos states that he is free on Tuesdays, Thursdays and Fridays after 12:00 p.m.

C. Ruiz states that he does not live far from campus and would like to come to campus any day that he is not already committed to being busy. Sundays, Tuesdays, and Wednesdays are the days that work for me.

A. Miralles states that Tuesday should be good. Can you come to campus next Tuesday around noon to 1:00 p.m. to create giveaway items?

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D. Ramos states that he can.

C. Ruiz states that it works for him.

A. Miralles states that she will send S. Grist the ASI logo. C. Ruiz will provide information regarding the forty to fifty burritos. C. Ruiz, I will also give you information about the designs. I will follow up with everyone regarding scheduling one-on-ones. Hopefully, we can take our picture next week.

X. **ADJOURNMENT at 6:11 PM**

Minutes reviewed by:

Committee Chair

Name: Arianna Miralles



Arianna Miralles (Apr 12, 2021 11:59 PDT)

Minutes reviewed on:

4-9-2021

Date:

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