Executive Committee Meeting Minutes of April 28, 2021

I.   CALL TO ORDER at **12:04 PM**

II. ROLL CALL
     Present: Dessiree Cuevas, Omer Shakoor, Anjelica de Leon, Brittney Golez, Kabir Dhillon, Martin Castillo, Erik Pinlac

     Absent: Euridice Pamela Sanchez

III. ACTION ITEM - **Approval of the Agenda**
     Move to approve the agenda by **K. Dhillon**, second by **A. de Leon**, agenda **PASSED**.

IV. ACTION ITEM - **Approval of the Minutes of April 14th, 2021**
     Move approve the minutes by K. Dhillon, second by **A. de Leon**, 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:
     No unfinished items.

VII. NEW BUSINESS ITEMS:
     A. DISCUSSION ITEM – **ASI Strategic Plan 1st Draft Overview**
        The ASI Executive Committee will review the first draft of the ASI 5-year strategic plan with consultant Marvin Hooker.
        Marvin Hooker states that everyone should have received the document. The first page is the cover page and the cover values. I want to go to the third page, and it has a summary of the priorities that I came up with based on the conversations I had with the different departments, members, staff, and students. I was hoping to receive ten, but with eleven, we are good as well. I want to ensure that all of the things listed are not based on a list of importance. I am not going to go through
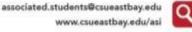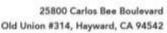
things line by line and if I were to read everything, it would go through one ear and out the other. I will incorporate feedback where it seems best. Priority one focuses on having an organized and inclusive budget marketing process that is fully executed and managed by ASI. **D. Cuevas** states that this priority is straightforward. **Marvin Hooker** states that people can be broad or as specific as needed. Priority number two involves evaluating the structure of ASI and the current practices in place to address key areas requiring improvement to increase moral, ethnicity, and functionality. Priority number three consists of conducting adequate research and key benefits to students to perform a fee increase and bylaw referendum. Priority number four includes developing a plan to understand the feasibility and impact of ASI acquiring and managing major student facilities on campus. The key word here is to develop a plan on how to do this. It does not mean that things must be done in five years. I do not think it is achievable to acquire three large facilities over a five-year span, but there should be a plan. A student union can be acquired in five years. I had questions about this. **K. Dhillon** states that it would be great to complete this in five years. It is a great priority going forward. **D. Cuevas** states that she is a huge fan of the phase three childcare facility. It will be helpful for many students on campus. **M. Castillo** states that he likes how Marvin Hooker left the priority a bit broad because the results of this may lead to reconstituting the University Union Board. It does not necessarily mean that it will come to ASI. Some universities have a university union board on campus. **Marvin Hooker** states that priority number five includes improving internal communication between departments. **D. Cuevas** states that she is a huge fan of this. When it comes to the ASI presents department, there was a lack of trust and communication. This could help to fix the bond between the ASI government and their department. **B. Golez** states that she likes priority number three under communication etiquette. I wish it had something mentioning Slack or email. ASI does not communicate as a whole. Maybe we could have one platform to communicate. **Marvin Hooker** states that he could add that, This priority initially mentioned emails only. We could talk about the best platform for all forms of communication. I can add a column; one addressing email etiquette and other for Slack. We can develop more as we go along. Priority number six mentions improvement on training student representatives and updating existing policies and procedures and changing the perception of ASI student government. **K. Dhillon**

states that he likes this priority. With the transition between Boards, there is a lack of training and this will help us going forward. For number three, it would be a great recommendation to mix things up, but I disagree with changing the structure of the Personnel committee. The only changes that are needed in that committee is the disciplinary aspect. A lot of the time, when the Personnel Committee tries to hold someone accountable for not doing their job, we are unable to do so. Most of the discussions determine if it is a learning opportunity, which is great, but also, if people are not doing their job, they need to be held accountable. At the end of the day, people are getting paid and should do their jobs. **E. Pinlac** states that it can be difficult to bring up peers and colleagues on disciplinary actions. It can lead to unequal treatment. We have had examples of people being able to keep it separate, but sometimes, it is difficult to do so. That is why the item was listed. **Marvin Hooker** states that there is only so much that he can do so that things read appropriately. There was a key word that was updated to say that the committee structure could be made up of that. It was mentioned in another meeting that potentially, we could get rid of the Personnel committee and use the Elections committee to have the same charge. This goal goes to reviewing the charge and structure to ensure that the disciplinary steps are outlined. We want to ensure that committee members are treated fairly in these cases. **K. Dhillon** states that if the Elections committee becomes the judiciary board someday, he recommends that it be stronger than it is currently. Currently, the committee is made of professional staff influencing the decisions when it should be a student committee. If you listen to the minutes of the committee, you can hear advisors speaking more than students, which is concerning. It does not seem like the students' decision, but the decisions of others. **Marvin Hooker** states that the goal of goal is to ensure that all of these situations are being managed objectively. There was a lot of discussion about people liking one person and they do not get reprimanded for it. Creating a point system ensures that things are clearly outlined. If you do not reach your goals or responsibilities, some type of action will be taken. I made sure to include that if a director is not doing their role or responsibilities, it ends in removal of position because each director is paid through student funds. Priority seven improves marketing strategies to increase awareness of ASI and ease workflow of the team. Priority eight increases collaboration between campus departments to improve student experience. Priority nine mentions focusing on ASI Presents as the primary

programming unit for ASI and maintaining expertise in planning and executing events. **M. Castillo** states that for priority eight, since student affinity centers will be built, it should be broader than the DISC so that it is not limited to one entity. **Marvin Hooker** states that it will still state where the funds will go. The funds from DACA will go towards student salaries and not for programming. I can add all student affinity centers, but for now, I will call out the DISC among others. **B. Golez** states that she was hoping to see something that events should be done for quality and not quantity. **Marvin Hooker** states that he can add more language to address that.

A. de Leon states that she likes the priority because it helps with the over stimulation that ASI has had with students, in terms of events. I was thinking of some type of rubric for each event to see whether an event was successful or not and how improvements can be made. **Marvin Hooker** states that priority ten mentions strengthening ASI's position as auxiliary on campus and focuses on creating shared governance. **K. Dhillon** states that this is a good priority, and it is good to include ASI. The one concern I had with this is goal one. The language there says that after the ASI President, the associate director is in charge, which is not true. There is the vice president and the whole line of succession. I would also strike out the foundation committee for goal two. I know we would like to include students-at-large, but for that particular committee, it would be the current people who are in ASI. **Marvin Hooker** states that from the way he wrote it, he intended for members of ASI to be included in those committees. What would you all prefer? **D. Cuevas** states that it can be for members of ASI and then from there, the judiciary wide committee can select students. **E. Pinlac** states that each committee can be based on experience. **B. Golez** states that ASI members can start to join university wide committees. They are still a part of ASI, but they hold positions on a university committee. **Marvin Hooker** states that he will add a bullet point addressing the amount experience needed for each committee. **M. Castillo** states that part of the issues is getting students to report information back to ASI from the committees. If one person from the committee holds all of the information, we will not hear about it. **Marvin Hooker** asks if there is a person in ASI and on another committee that could be the collector of information to provide a report at the board meeting? **B. Golez** states that she thought that it would always work well with the president because the president is supposed to be signing roles for everyone. There
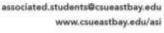
is supposed to be an open communication line with anyone and the president. The president will determine whether items will be discussed or not. **K. Dhillon** states that M. Castillo was correct. We do not hear any information from the committees unless it is important. The university senate adds reports to the agenda, and I believe they check everything on their own time. If it is on the board agenda, the president would be the best person to read it out, but the chair can also be assigned to do it. The chair will have more things to do and can advocate for student leadership. **Marvin Hooker** states that he will add language to ensure that information comes back to ASI and someone will be a receiver of the information. Priority eleven addresses key internal policies, processes, and procedures. This includes digitizing files, exploring opportunities for improved benefits of staff, and creating better efficiency for CSR and the information they receive. Previously when I have done this, I had to present to the Executive committee and the Board for discussion and approval. Would you like for me to run this by the senate first? **E. Pinlac** states that the Board is the managing body of the organization. **Marvin Hooker** states that he will implement the feedback. Do we have a date for the next Board meeting? **E. Pinlac** states that it will be next Wednesday, May 5th. We may need to have a special meeting to approve it. **Marvin Hooker** states that he would like to have one meeting to review everything and a second to approve it. It can be sent out this week and it can be approved at the next meeting. I like to have a discussion just in case there is a lot of feedback. There will be enough time to implement it and for approval. **K. Dhillon** asks if it would be better to leave it for the next Board of Directors to adopt and pass the document. **Marvin Hooker** states that in terms of presenting and reviewing, he has spoken to everyone on this Board. To explain and justify everything to a new Board falls into a different scope. **E. Pinlac** states that he prefers to do a discussion and approval. We will need to have another meeting after graduation, which is okay. **K. Dhillon** states that he knows that it will be difficult because everyone is in term until the end of May. My only concern is getting everyone to attend the meeting since summer is approaching. **Marvin Hooker** states that the changes can be implemented today, and it can be sent to the Board for them to provide feedback. It can be an action item on Wednesday's agenda. **D. Cuevas** states that it is a great idea. **Marvin Hooker** states that he will update this today and send E. Pinlac a new version. I will send a message to E. Pinlac to send out to the Board. If there is feedback, it can be addressed to me and

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I will reach out to E. Pinlac to see if everyone is in agreement with it. When will the agenda be sent out? **E. Pinlac** states that it will be Friday at 12:00 p.m. **Marvin Hooker** states that he will implement all of the suggestions and send it out to E. Pinlac today. There will be a deadline for feedback tomorrow by 5:00 p.m. **D. Cuevas** states that each Board member's name can be added to the end of the document. Each member will have to check off when they read the document. **Marvin Hooker** asks E. Pinlac if the document should be sent in a Word document or PDF. **E. Pinlac** states that it can be in PDF and it can be run through Adobe Sign. We will need to remind people. **Marvin Hooker** asks for E. Pinlac to send a list of all of the Board members. I will add the names to the bottom of the PDF, but it will not be included in the final document. I will get to work on this and send it over.

35:32

B. DISCUSSION ITEM – **Resolution in Support of offering Classes in Live Stream Format**

The ASI Executive Committee will discuss the Resolution in Support of Offering Classes in Live Stream Format

D. Cuevas states that she shared the resolution with everyone. This a resolution that I started when I was the senator of online students. It was pushed to the back because I took on the executive vice president responsibilities. My idea behind this was that I am fully vaccinated, but it will not be the case with every student on campus. We should offer a live stream version of a course if it is synchronous. There are many schools that are offering this to students that do not feel comfortable attending in-person classes. **E. Pinlac** states that he likes the idea of the livestream content. Some of the concerns expressed by students was that courses went from being synchronous to asynchronous. You lose the engagement and make it difficult to learn. Is there a document from the Academic Senate that we can use to reference this? Michael Lee would be a great resource. **K. Dhillon** states that this is a great resolution. Regardless of what students' views are, we represent them all. We discussed in the beginning of the year; how beneficial livestreaming classes are. With the university senate, we will need to determine whether they will support us in implementing this. There are regulations on what faculty cannot be forced to do and what they can do. **D. Cuevas** states that she remembers Michael Lee mentioning this. This is the draft of this resolution and it will be voted on at the next Board meeting. There was an email from Suzanne Espinoza that the university

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will have Zoom rooms for students. The only concern I had was that we do not know what the final logistics are. If students have to speak in class, the noise just bounces off. **K. Dhillon** states that the university has not provided a full view of the fall semester. If we have Zoom rooms, student organizations are going to want to reserve rooms. We are not sure if they will be allowed to do so. It will be an issue with space. There are only so many rooms available on campus. **M. Castillo** states that the message was a surprise to everyone. The Chancellor's office is working on this. People are wondering what will happen. The county dictates what will happen. The Zoom rooms was something that Academic Affairs had been working on. There were supposed to be some in the library and some in the university union. Social distancing will have to be adhered to as well. They were trying to figure out how to muffle to sound and make the experience great for students. It is a work in progress. I feel completely in the dark based on what we are supposed to be doing. **D. Cuevas** states that the document has been shared with everyone. This will not be approved until the next Board meeting. If anyone has feedback, please share it. This is a great resolution for the fall semester. COVID-19 is unpredictable, and we do not know what could happen from now until fall.

43:16

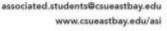VIII.   SPECIAL REPORTS:
No special reports.

IX.   ROUND TABLE REMARKS
K. Dhillon states that he was lobbying with Daisy Maxion and her organization with someone from Assembly Member Bill Clerk's office. We were lobbying for a couple of bills that are currently in the state legislation.
B. Golez states that the banquet is next Friday. I have not gotten a lot of responses on the Door Dash Google Form. If you speak to anyone, remind them to fill it out. I am excited.

X.   ADJOURNMENT at **12:48 PM**

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Minutes approved by:
President/CEO
Name: Angelica De Leon

Euridice Pamela Sanchez-Martinez (Jun 9, 2021 12:20 PDT)

Minutes approved on:
6-2-2021
Date: