

Programming Committee Meeting Minutes of February 17, 2021

- I. CALL TO ORDER at **5:00 PM**

- II. ROLL CALL
Present: Zaira Perez, Nicholas Brandao, Alexis Caringal-Holmes, Aa'ishah Riaz, Arazeli Barragan, Maricarmen Marin, Marlo Spooner

- III. ACTION ITEM - **Approval of the Agenda**
Motion to approve the agenda of February 17, 2021 by **A. Caringal-Homes** second by, **N. Brandao**, motion **CARRIED**.

- IV. ACTION ITEM – **Approval of the Minutes May 8, 2020**
Motion to approve the minutes of May 8, 2020 by **N. Brandao** second by, **A. Caringal-Homes**, 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 the ASI Programming Committee and/or the California State University, East Bay.**
No public comment.

- VI. UNFINISHED ITEMS:
No unfinished items.
3:08

- VII. NEW BUSINESS ITEMS:
 - A. INFORMATION ITEM - **Committee Meeting Dates & Times**
All programming committee meetings will be every Monday from 10:00am-11:00am starting February 22nd.
Z. Perez states that our committee meetings will occur on every Monday from 10:00 AM until 11:00 starting on February 22, 2020. Except for today due to having to postpone our meetings.
3:48



B. DISCUSSION ITEM – Sock Giveaway

The Programming Committee will discuss and take action on a funding request for the Sock Giveaway.

N. Brandao states I have thought of having a sock giveaway. This will be accomplished by raising money through the campus community or us funding it directly. Then, we will be distributing these items through a third party like H.O.P.E or another organization on campus. I was talking to the Director of Concord, Arianna Miralles, and we were thinking of teaming up together. I will be meeting with her next Monday to further discuss and plan this event. I want to get approval if we are going to fund this event or a fundraiser. You can also provide any feedback or ideas. **M. Spooner** ask if you can provide more information regarding H.O.P.E? **N. Brandao** states that H.O.P.E provides a free food pantry to our students. I know prior to COVID-19 they did host a clothing drive. This year I want to provide them new socks in order for them to distribute. **Z. Perez** states this is the time where we can have a discussing or vote on this item. **N. Brandao** do you have an estimated budget? **N. Brandao** states \$500.00. I still need to find how much socks cost and see where we are going to be buying from. **A. Ruiz** ask who are we targeting for this event? **N. Brandao** states we are targeting East Bay students that are in need. We are hoping for students to attend the giveaway if they are in need of socks. **M. Spooner** ask we are using the H.O.P.E program to help distribute these socks? **N. Brandao** states that if we are going that route then yes or if ASI can do the giveaway. This is something I wanted to discuss as well to see which route, we are going. **Z. Perez** states before speaking, raise your hand and I will call out your name for the minutes. I also want to know where we will be getting the socks from. **N. Brandao** states I am still figuring out the logistics, but we can see if we can do a local store or buying it in bulk online. **A. Barragan** ask if this is targeted toward students that will be able to pick it up. For students that are not local, the package can be sent to them **N. Brandao** states that it is something that can be considered. Many students left to save money on rent. I will need to contact Kris Disharoon about the logistics to send it to individual people. If there are many students that want socks, it can become messy on the logistics side.

11:53

C. DISCUSSION ITEM - Gift Card Giveaway

The committee will discuss plans for the gift card giveaway with the Dir. of Leg for the upcoming social justice event.

Z. Perez states that she is planning an event with the Director of Legislative Affairs. We are finishing the details on the event, but it is a Social Justice event. The Director of Legislative



Affairs is trying to get a speaker. The event is for Black History Month and we want to give out gift cards to those that attend, but it depends on the number of students that attend. If fifty students attend the event, five gift cards will be handed out and if there are ten people, everyone can receive one. I was thinking about going on Amazon and looking at the gift cards. Students have the option to choose their gift card of choice. This does not need to be voted on now. It can be after the event passes and we can determine how many gift cards to give away. I do not have any logistics on anything since everything is being finalized, but I should have the information by the next meeting. It is a information and discussion item, depending on how the event goes. **M. Spooner** asks if there is particular reason why gift cards were chosen for this event. **Z. Perez** states that they were trying to provide encouragement for students to attend. Not many students attend events that ASI host. I was going to give away boxes from the Sweets and Studies event last semester. We can have bigger boxes and put college shirts in them towards the end of the semester. I do not want to provide too much information on it. That is why we decided on gift cards. **A. Ruiz** states I understand we want to give out socks and gift cards to the students. Is there a possibility that we can send out a survey that the students would benefit from? We can ask students if there was a giveaway, what would you appreciate? **Z. Perez** states that it can be done. **A. Ruiz** states that students letting us know what they need is better than us assuming what they need, no offense. **Z. Perez** states that there is no offense taken. I was thinking about gift cards because it is easier to give to students. We can do a survey and send it to students. My event may be too close to send one out, but I can talk to Jessica Iheaso. I will text everyone in the GroupMe. **N. Brandao** states that he will be willing to do a survey. It will be easier to connect with students and receive feedback. The reason why I chose the sock giveaway was because Euridice Pamela-Sanchez mentioned it during a Board of Directors meeting. Jennifer Luna, who works in the RAW, gave us perspective of what students need and how a student may have to wear the same socks days in a row. I will be open to sending out a survey to see what students want and their responses. **M. Spooner** states that he was thinking about the survey. There are students that have been given opportunities to get out of jail and it would be great to get them involved as well. **Z. Perez** states that she agrees. We can do the socks, gift cards and include items that students need. A lot of students live in different parts of California. Some students do not have the basic necessities at home or have lost their jobs. **M. Spooner** brought up a great point. We can talk about this more next week. It will be a discussion item. I will provide a pitch of ideas of what should go into the boxes and ways to distribute. A survey can be sent to students to determine what is needed in the boxes and we can continue. **A. Barragan** states that the boxes are a great idea because some students do not have the



necessary support that other students may have at home. It would be great to view the survey before it is sent out to ensure it is worded correctly. **Z. Perez** states that there will be a section where students can click on the different items they would like to see in the boxes. Students can also type in items they would need. Some boxes can have sanitary items for women and other can be focused on what guys may need. We can discuss this later. **M. Spooner** states that they should not forget single women and men with children. Children may need some items as well. **Z. Perez** thanks M. Spooner for mentioning that. I will be writing the ideas down and we can discuss them later on. There are many single mothers and fathers on campus. Everyone is amazing and please continue to provide more suggestions. **M. Marin** asks if the gift cards can go with the boxes. It was mentioned that people can choose gift cards for Grub Hub and Door Dash. People can have the opportunity to get food. Maybe there can be supermarket gift cards or even Trader Joe's gift cards. **Z. Perez** states that she will have to talk to Kris Disharoon, but I think it could be done. Everyone on the committee can receive a box. We can bring up this information at the next meeting and everyone can brainstorm more ideas. We can plan it out and have the details before announcing it to everyone.

24:54

D. DISCUSSION ITEM – Wellness Wednesday

The Committee will discuss the plans for ASI Director of Wellness: Wellness Wednesday, CalFresh Week

N. Brandao states that this has been planned for a while and it will be happening next week. I wanted to give everyone an idea of what has been discussed. I will share my screen for everyone to see. Shopping on a Budget will be from 2:00 p.m. to 2:30 p.m. and it will interlude with CalFresh Week and Wellness Wednesday. CalFresh Week is one event. ASI's speaker from Stress to Serenity will be the main event on Wednesday. Right now, I have been working with Kris Disharoon on giveaways. I went into the office last week to see the items that remain to be given away. The items range from cups, utensils, shirts, blankets, and ASI masks. I was thinking about giving students incentives and if students attend a majority of the events, they will be given an ASI blanket. In the office, there are ten blankets, but there were many pens. HOPE is in charge of CalFresh and we are trying to get people to join. California has a lot of funding towards CalFresh and students can apply if they make under a certain amount of money. Once accepted into the program, a student can receive two-hundred to five-hundred dollars of grocery money per month. If someone has a child and a family with a low income, they can receive five hundred dollars for groceries monthly. This is something that were trying to ensure that students



are aware of this program. **M. Spooner** asks if the speakers are students? **N. Brandao** states that the speakers are with HOPE. The Let's go Biking event is a partnership with the RAW. The RAW's event is Wellness Wednesday and HOPE is CalFresh Week. The two departments partnered with ASI to create a one-week event. Nick Price works in the RAW and he is hosting the Let's go Biking event to provide tips on biking trails and how to get into biking. A staff member from PAW will be hosting Mindful Minutes. Most of the speakers are either students or staff. **M. Spooner** asks if the speakers will be compensated for their efforts. **N. Brandao** states that everyone that will be working will be paid through HOPE or the RAW. It will be under their schedule. **M. Spooner** states that he was asking about some of the speakers being students because it is great to have students that are experienced speak at the events.

N. Brandao states that during Wellness Week last semester, there were students or speakers that had lived experiences of hunger and homelessness. This week, we are focused on CalFresh and its benefits. **A. Caringal-Homes** states that she has a question about the CalFresh application pop-up. Is it a workshop teaching the students how to apply? **N. Brandao** states that it is a workshop teaching people how to apply and making sure they are aware of it. I believe they will be promoting it on the HOPE Instagram page and website. **A. Barragan** asks how they will keep track of the students that attend the events. Is there an RSVP or sign in?

N. Brandao states that last semester, there were polls that were put up after each event and to sign in, information needed to be entered. **Z. Perez** states that students usually sign in with their net ids to ensure that they attended. **N. Brandao** asks A. Barragan if that answers her question.

A. Barragan states that it does. **A. Caringal-Homes** asks if students that recently graduated are eligible for Cal Fresh. **N. Brandao** states he believes it is for current students, but I can follow up in the next meeting. **A. Caringal-Homes** some students may be shy to apply because they do not believe they qualify. Personally, I did not apply because I will be graduating this semester. I wanted to connect with the students to see what they think. **M. Spooner** states that CalFresh is a federally funded program. It is not required for someone to be a student to apply for CalFresh. Anyone can apply for CalFresh in their city by going to their local welfare center. If you meet certain qualifications, you can receive it.

35:56

VIII. ROUND TABLE REMARKS

M. Spooner asks if the agenda is created prior to the meeting ending or is it something that is done online and we come together to discuss the items that were mentioned online? **N. Brandao** states that the items on the agenda are ideas that we want to bring up to the committee to receive feedback or approval. An information item would be something that is discussed. A discussion item is something



that we came up with offline and we would like to receive input. **M. Spooner** asks if the meeting is under Robert's Rules. **Z. Perez** states a yes. I am supposed to send out the agenda and ask you all if there is anything you would like to add to the agenda. At the next meeting, before the agenda is sent out, I will send an email asking if anything needs to be added to the agenda. If so, a description can be provided and action can be taken on the agenda. **M. Spooner** states that he received different information from N. Brandao. I was informed that this is under Robert's Rules where we discuss items that we would like to see on the agenda. **N. Brandao** states that M. Spooner should go with what Z. Perez stated. **Z. Perez** thanks M. Spooner for asking that question. I am sure other people had the same question as well.

IX. ADJOURNMENT at **5:39 PM**

Minutes reviewed by:

Director of Programming Council, Chair of the Committee

Name: Zaira Perez

Zaira Perez

Zaira Perez (Mar 2, 2021 20:51 CST)

Minutes reviewed on:

03-01-2021

Date:








Programming Committee Meeting Minutes of February 17, 2021

Final Audit Report

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