ASSOCIATED STUDENTS BOARD OF DIRECTORS’ MEETING

February 12, 2020 3:00 p.m.

Student Union Meeting Room 1A, 2nd Floor

**MINUTES**

**I. Call to Order**

 Vice President Birrer called the meeting to order at 3:04 p.m.

**II. Pledge of Allegiance**

 Vice President Birrer read the land acknowledgement statement.

**III. Roll Call**

**IV. Approval of the Agenda**

 Vice President Birrer recommended a motion to approve the agenda

 **M)** Director Kaur **S)** Director Trang to approve the agenda.

 **M)** Director Kaur **S)** Director Nguyen to remove Item 2 from New Business.

Director Kaur said the student she hoped to appoint just added a class during the time of the meeting.

Seeing no further discussion Vice President Birrer called for a vote on the amendment.

 **Vote: 12-0-0**

**Motion Carried**

 Seeing no further amendments Vice President Birrer called for a note on the main motion.

 **Vote: 12-0-0**

 **Motion Carried**

**V. Approval of the Minutes**

 Vice President Birrer recommended a motion to approve the minutes.

 **M)** Director Mustafa **S)** Director Trang to approve the minutes.

 **Vote: 12-0-0**

 **Motion Carried**

**VI. Public Forum**

**VII. Executive Director’s Informational Report (4 minutes)**

ED Dowell said the Cesar Chavez Community Action Center had 1,250 volunteers this past fall. The Government department has kicked-off the Elections with its first orientation session today and over 20 students have picked-up a Candidates Packet. With the departure of the IT Manager in our IT department, Kevin Lowe has stepped in as the Interim Manager over the entire Print and Technology Center. President Papazian has finally signed the Operating Agreement. The date to move back into the A.S. House is sometime in March with an opening on April 1st. She is working with the Events department student assistants on the upcoming spring events. There are interviews taking place this week for the Events Coordinator position.

**VIII. University Administration’s Informational Report (3 minutes)**

Dr. Daniels said Admissions received 47,000 applications for this coming academic year. The number of freshmen and transfer students who have received acceptance letters is 4,000 and 4,300, respectively. They have until May 1st to return their intent to come letter. These numbers are down from last year. The State of the Union by President Papazian will be on March 9th from 2:00 p.m. to 3:00 p.m. There’s a lot going on currently with Black History Month, the Vagina Monologues and Weeks of Welcome events still taking place.

**IX.** **Chief Elections Officer Informational Report (3 minutes)**

Cynthia Fernandez-Rios, the Chief Elections Officer, said they have 31 applications, so far, and the first orientation done where three applicants attended. The second orientation is tomorrow. The Students’ Election Committee (SEC) decided on the giveaways this year to be t-shirts and mugs. It was also decided that they won’t be using the Board’s position descriptions, but it may be something to consider next year. She said Director Nguyen attended the last meeting to discuss a Q and A idea during the orientations and she thanked Edilbert Signey, the Marketing Coordinator, for placing so many Spartan Daily ads for Elections.

**X. Action Items**

 A. Old Business

 B. New Business

Vice President Birrer recommended a motion to approve the removal of a Student-at-Large from the A.S. Academic Affairs Committee.

**M)** Director Trang **S)** Director Kaur to approve the removal of a Student-at-Large from the A.S. Academic Affairs Committee.

Director Kaur said Amer Mriziq could no longer attend the meetings because of a class conflict. Mr. Mriziq said being on the meeting was a great experience and he would like to apply again in the fall. Director Kaur said he did a lot of good work on the committee and was the first one to be appointed.

Seeing no further discussion Vice President Birrer called for a vote on the motion.

 **Vote: 11-0-1**

 **Motion Carried**

Vice President Birrer recommended a motion to approve the removal of a Student-at-Large from the A.S. Finance Committee.

**M)** Director Sario **S)** President Parent to approve the removal of a Student-at-Large from the A.S. Finance Committee.

Controller Kethepalli said a Student-at-Large has not been showing up for meetings so she wanted to remove her. Her name is Jessica Umeh.

Seeing no further discussion Vice President Birrer called for a vote on the motion.

 **Vote: 12-0-0**

 **Motion Carried**

Vice President Birrer recommended a motion to approve the appointment of a Student-at-Large to the A.S. Finance Committee.

**M)** Director Mustafa **S)** Director Trang to approve the appointment of a Student-at-Large to the A.S. Finance Committee.

President Parent recommended Meghana Gundluru who excelled in finance according to her application. Controller Kethepalli said Ms. Gundluru came to the last Finance Committee meeting as well as the Finance In-Service. She also gave her input on the Spartan Showcase. Ms. Gundluru thanked the Board for having her and said she was happy to join the committee.

Seeing no further discussion Vice President Birrer called for a vote on the motion.

 **Vote: 12-0-0**

 **Motion Carried**

Director Kaur was called on to present what she learned from the General Education Summit that she attended. She asked the Board what they would do if their advisor told them they had to take another class as they were about to graduate. Someone said they’d be angry. Director Kaur agreed and went on to state that the curriculum has to be updated every five years. She projected a list of new GE Program goals and read them. She said the summit attendees were broken up into groups to review different areas and decide under which one the University fits. She chose Identity and Prejudice because she felt the most knowledgeable about it, but found that it didn’t fulfill anything on the campus. She’s bringing this information to the Board because she wants help making students aware of changes being made. The Curriculum and Research Committee and the Board of General Studies will be working together on two different levels of the process. Her new liaison, Thalia Anagnos, the Vice Provost for Undergraduate Education, will be developing an assessment plan. She asked the Board to let students know about the changes and help fill a student position on the Board of General Studies Committee that meets on Thursday from 2:00 p.m. to 4:00 p.m. President Parent asked if the committee meets every Thursday and Director Kaur thinks they meet twice a month. Director Nguyen asked when the changes would be done so Director Kaur said they want to complete the learning outcomes by the end of this semester so she thinks the changes will be implemented by next spring. Director Nguyen also asked if the changes would affect students who are currently enrolled so Director Kaur said they have been talking about grandfathering the changes for the students in the old courses, but it will depend on if the Department of Ethnic Studies approves or not since it will affect two courses and impede graduation.

**XI. Executive Officer Reports (4 minutes each)**

1. President

President Parent yielded time to Yarin Yosef Shachagi who is working with Hilal to offer an opportunity to students to travel to Israel for 10 days. He passed out a few of his cards so anyone who was interested could contact him. President Parent went on to give his report by saying the Athletics Board welcomed the new student athlete to the committee. Each month, a new student will come to the meeting. He will be meeting with Marna Genes and Charlie Faas about the Student Success Excellence and Technology Fee. Student-at-Large are needed for University Committees like the Student Fairness Committee. They only have two students when they need seven. Vice President Birrer asked when the committee meets so President Parent told him they meet at the same time as the Board meeting. The coronavirus was discussed at the Academic Senate’s Executive Committee so no one worries about it. An officer of the University Police Department received a medal for saving a life. The Instruction and Student Affairs Committee passed the Timely Feedback policy recommendation onto President Papazian. The Campus Fee Advisory Committee will meet in April and he is trying to meet with President Papazian and Patrick Day, the Vice President of Student Affairs.

1. Executive Committee

2. Personnel Committee

 B. Vice President

Vice President Birrer said the Professional Standards Committee had similar discussions as last semester and S15-8 was an item brought to the Academic Senate. They are still working on word-smithing the policies. The Finance Committee approved several funding requests. He met with Samantha Quiambao, the Leadership and Government Coordinator, to discuss the AS 55 Awards. He plans to decrease the number of awards this year, but the changes are still to be worked out.

 1. A.S. 55

 C. Controller

Controller Kethepalli said the Finance Committee In-Service included budget training and was attended by Charlie Faas who offered his input on the subject. They are planning the Spartan Showcase for April 23rd which is a mandatory event for student organizations. She is working with Finance Committee members on the details and will need volunteers to help on the night. She will be discussing Budget Management with the committee and she hopes to extend the Book Voucher program so more can use it.

 1. Finance Committee

**XII. Directors’ Reports (3 minutes each)**

1. Director of Academic Affairs

Director Kaur said she has invited the Provost to her next Academic Affairs Committee meeting. The Internal Affairs Committee brought up term limits for College Representatives. The Curriculum and Research Committee discussed several policies between the first two meetings this semester. She met with Ms. Quiambao and her University liaisons. She will be performing in the Vagina Monologues this week. She still needs five college representatives for her committee.

* 1. Academic Affairs Committee
1. Director of Business Affairs

Director Sario told the Board that scholarship applications are available and asked them to encourage students to apply. For the survey, iPads are needed in the A.S. departments and the feminine products need to be ordered for the bathrooms.

1. Operations Committee
2. Director of Co-Curricular Affairs

Director Festejo said the Programming Board removed two Students-at-Large from the committee. They changed the events they are planning for the spring semester. The carnival will happen in April and they eliminated the Amazing Race. She had her first one-on-one with Ms. Quiambao.

 1. Programming Board

 D. Director of Community & Outreach Affairs

Director Nguyen said the University Library Board discussed the budget at the last meeting. She is waiting to hear back about the Outstanding Professor decision. She met with Edilbert Signey, the Marketing Coordinator, regarding the spring events and bringing awareness to the Board. She also met with the Students’ Election Commission to help them understand the Board better.

1. Director of Intercultural Affairs

Director Mustafa said she went to the Internal Affairs Committee meeting where they discussed goals for the semester. The International Students and Programs reviewed who participates in study abroad programs. The Veterans Resource Center is supporting the Veteran Student Organization and ways to collaborate with other campus entities. The Faculty Diversity Committee will be hosting a town hall meeting.

1. Director of Internal Affairs

Director Gallo said she attended the Academic Affairs Committee meeting where they discussed having an in-service soon. She will be adding a Student-at-Large to her committee soon. The Internal Affairs Committee went over goals and she asked the Board to let her know if they have any changes that need to be made. The Organization and Government Committee went over policy amendments.

 1. Internal Affairs Committee

 G. Director of Legislative Affairs

Director Delgadillo said she is working on flyers for Democracy Week and reaching out to student organizations to participate. She is also looking at a census event to possibly take place on March 25th. The Instruction and Student Affairs Committee excused a student absences policy along with some other policies. She will be attending the CSSA meeting this weekend at Cal Poly San Luis Obispo. She became part of the Census Board Team.

 1. Lobby Corps

 H. Director of Student Resource Affairs

Director Trang said the Campus Life Affairs Committee decided to stop planning for a blood drive due to the coronavirus. Instead, they are planning a shoe drive. The Student Union Board discussed having construction in the SRAC to happen soon, but they are almost complete.

 1. Campus Life Affairs

 I. Director of Student Rights and Responsibilities

Director Roque said the ECERT discussed having budget training sessions and collaborating with banks that they already deal with. They are working on adding a chat box to the Financial Aid website so students can ask questions. There has been a 60% increase in requests for assistance by SJSU Cares. He has a meeting with UPD tomorrow.

 J. Director of Sustainability Affairs

Director Carrera said the Earth Day meetings will begin soon and student organizations will be asked to participate. An event is being considered to help reduce waste by the end of the year when students are moving out of dorms. She is working on a plant project and having a closer relationship with the Office of Sustainability.

**XIII. Ad Hoc Committees**

**XIV. Closed Session**

**XV. Announcements**

 Director Nguyen thanked the Board for helping with the video.

 Director Delgadillo reminded the Board about the In-Service on February 28th.

 Ms. Quiambao said the Election Orientations kicked-off today.

President Parent reminded the Board that the Campus Climate Survey would kick-off on March 25th.

ED Dowell said the next Board meeting will have a presentation about the Campus Climate Survey.

Director Nguyen reminded the Board about the high school coming to visit on March 5th as well as another one coming on March 21st.

**XVI. Adjournment**

Vice President Birrer recommended a motion to adjourn the meeting.

**M)** Director Kaur **S)** President Parent to adjourn the meeting.

**Vote: 12-0-0**

**Motion Carried**

Meeting adjourned at 4:03 p.m.

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Zachary Birrer, Chair Date

A.S. Board of Directors