Chair, Monica DiLullo, has called a meeting of the Executive Committee on Wednesday, November 1st, 2017 at 2:00pm - 4:00pm in Delmy Rodriguez (T-152) in the Cesar Chavez Student Center.

I. Call to Order
Meeting called to order at 2:03pm.

II. Roll Call
President - Present
VP of Internal Affairs - Present
VP of External Affairs - Present
VP of University Affairs - Present
VP of Facilities & Services - Present
VP of Finance - Present
VP for Student Affairs & Enrollment Management - Excused Absence
Chief Justice - Present
Corporate Secretary - Present

III. Approval of Agenda
Motion to approve the agenda for November 1st, 2017.
Moved by Chief Justice, seconded by VP of Facilities & Services.

The following changes have been made to the agenda:
Add New Business Item d. Training Attendance (Discussion Item).

No opposed. No abstentions. Motion passed.

IV. Approval of Minutes
No minutes to approve.

V. Announcements (2 minutes each). Please submit literature to Chair when meeting begins.
VP of Finance reported that the Student Org Ad-Hoc is in need of 3 members from student organizations, 2 members from regular organizations, and 1 member from a historical organization; requests to notify him if any committee members know of anyone interested in participating.
VP of External Affairs reminded everyone that he will be gone for a week and a half to attend a World Youth Conference. He also announced that if there are any matters of urgency regarding to External Affairs to please contact Senior Rep during his leave.
Corporate Secretary requested that all committee members to send their recorded attendance to her.
VP of University Affairs announced that the University Affairs Council is having their next Student Org Assembly on Tuesday, November 7, 2017 from 5:00pm-7:00pm. She reminded everyone that a shared document was sent out for committee members to add questions to be addressed during the next assembly.

VI. Public Comment (2 minutes each). Must pertain to jurisdiction of Board. Please observe proper decorum. The board is not required to respond.
Abigail Richards, a team member and advocate of the first SFSU Moot Court Team, gave a brief introduction to the committee about the team. She reported that they will be competing through November 17-18, 2017 at the Regional Competition in Fresno, CA. As an advocate for the team, she would like to ask for sponsorship for Moot Court event from Associated Students.
VP of Finance reported that if the Moot Court team went through Student Org funding, AS would not be able to help fund the team according to the handbook. AS would have to report that they are sponsoring/co-
sponsoring 6 students for their registration and lodging fees because they would not be able to go through
Student Org funding. Dr. Nicholas Conway, the advisor of SFSU Moot Court team, reported that a request
has been sent to LCA College in regards to funding, but have not received any response. President
proposed an option send requests to LCA College and Student Affairs to also help provide funding with AS
for the Moot Court team because if the team is under a student org fee, the board funding would not be
allowed to be used to co-sponsor the event. President asked Interim Executive Director if there was a
way to connect with Legal Resource Center in order keep this type of program a long-term investment.
Interim Executive Director indicated that if AS found a way to co-sponsor this event, AS would have to
have participating students to sign several liability forms in the case something were to happen to protect
the University and its trustees. It was recommended that for future events, that the IRA would be the better
option to seek out more funding for their program and to also connect with the Legal Resource Center.
Chief Justice wanted to inform students to give feedback or report concerns for the next Brown Bag to be
given to the University President. It was proposed to create an accessible sheet where students would be
able to access and give feedback to be reviewed by the University President.

VII. Closed Session Pursuant to Education Code 89307 of the California Code for the purpose of to
consider the appointment, employment, and evaluation of performance, discipline, or dismissal of an
employee.
No Closed Session.

VIII. Old Business
a. Northern California Fires (Discussion Item)
   The Executive Committee will discuss the Northern California Fires and efforts to support the
   community, donations, etc.
Motion to go into Old Business Item a. Northern California Fires.
Moved by President, seconded by Corporate Secretary.
No opposed. No abstentions. Motion passed.

President reported that she had contacted Robert J. Nava, VP of University Advancement, to receive an
update in regards to the progress made with the faculty members who have lost their homes and provided
funding to them, with the additional support from the HR department. It was reported that there is no one is
currently working with students besides Associated Students. President proposed the idea of having a
possible vigil to support and commemorate the lives lost and those affected by the Northern California
Fires.

Corporate Secretary suggested doing a clothing or supplies drive to place primary focus on getting
needed resources distributed to those affected by the fires. President reported that there has been
communication with the President of Sonoma State with updates of needed resources that would be
necessary after the situation had been assessed. President had sent out a letter with Academic Senate Chair
and Faculty President with a list of possible options to lend support to the community with donations and
such. Student organizations have also reached out and offered to help out with donations.

President asked if any committee would like to take on the task. VP of External Affairs offered to take on
the task of making plans to reach out and reported that the committee would need more information on
where to distribute donations. VP of Internal Affairs suggested scheduling a vigil on Thursday evening
and set up donation boxes and computers that would allow student to make money donations as well.

Corporate Secretary recommended seeking a specific foundation that was designated to helping the
victims of the Northern California Fires and requested committee members to email the organizations
interested in providing support to those affected by the fire for her to begin sharing information with them.

b. Credit Card Policy (Discussion/Action Item)
   The Executive Committee will discuss the AS Credit Card Policy from the Associated Students
   Staff.
Motion to table Old Business Item b. Credit Card Policy.
Moved by VP of External Affairs, seconded by President.
No opposed. No abstentions. Motion passed.

c. AS President Updates from the Graduation Initiative Conference (Discussion Item)
The AS President will give updates to the Executive Committee on the Graduation Initiative Conference in Long Beach.

Motion to go into Old Business Item c. AS President Updates from the Graduation Initiative Conference.
Moved by VP of External Affairs, seconded by President.
No opposed. No abstentions. Motion passed.

**President** updated the committee that the presentation during training today discussed everything that SFSU has been doing in regards to SSGI (Student Success and Graduation Initiative). It was reported that the two-day Graduation Initiative Conference was productive with the access to multiple workshops. **President** shared that there was a recording of the conference that would be available to the members if requested. She stressed that it was important to receive student input on the graduation initiative. **President** stated that she will continue sending out updates in regards to the initiative if anyone is interested.

IX. New Business
a. Council/Committee Updates (Discussion Item)

The Executive Committee will give reports on their council committees: Internal Affairs Council, External Affairs Council, Facilities & Services Council, Finance Committee, University Affairs Council, Judicial Committee, Audit Committee, Personnel Committee, and Marketing and Communications Committee.

Motion to go into New Business Item a. Council/Committee Updates.
Moved by VP of External Affairs, seconded by Chief Justice.
No opposed. No abstentions. Motion passed.

**VP of Internal Affairs** reported that the council is still working on the staff structure and Staff Appreciation & Program Assessment policies, which will be voted on next week. It was indicated that Mia Veal, *Liberal & Creative Arts Rep*, will be chairing the Internal Affairs Council meetings for the time being. The council has been discussing the Programs Committee that will be selecting an artist for movie nights and student events. In regards to the Personnel Committee, the committee has been working on creating a better evaluation method of the Interim Executive Director and incoming Executive Director. The committee has also planned the hiring committee and is in need of one other board member to participate. **VP of Internal Affairs** requested, if anyone was interested, to send an email to her with a statement of intent to be a part of the hiring committee for the incoming Executive Director.

**VP of External Affairs** reported that the External Affairs Council has been working with Internal Affairs to discuss the idea of creating an International Women's Week that would lead up to International Women's Day on March 8th, 2018. He announced that he will be reaching out to college reps to email the programs they were responsible for, to coordinate events to be held that week based on the topics that were discussed in the previous meeting. It was also indicated that Marketing will also be contacted to begin the campaign for gender equality for the preparation of the events. The council reviewed the External Affairs Charter and will be presenting it to the next BOD meeting. It was announced that the next Legislative Research Assembly will be held on Mondays from 3-4pm and will occur about twice a month. **VP of External Affairs** reported that he had emailed the individual in charge of USSA membership, but has not received a response. He stated that it would be beneficial for the Board to become members of USSA to be involved on the federal level of Associated Students.

**VP of Facilities & Services** reported that he will be meeting up with Alejandro Rios, *AED of Facilities & Services*, to complete the final draft for the Facilities & Services Charter and then it will be shared to the committee before going to the Board. It was explained that a space assessment was conducted for the pyramid and realized that inventory needed to be taken. He explained that dates had been established as to when to clean out the bottom floor and have inventory checked in order to have a proper space assessment by hired professional. It was reported that the main priority for upcoming semester was to establishing the assessment of the first floor and transforming it into space for student organizations. It was planned that a proposal will be created in order to incorporate a pathway on the first floor that would allow vendors and catering to access the floor as well.
VP of Finance updated the committee that the finalized budget will be presented at the next board meeting to be voted and approved. It was requested that committee members should contact him in regards to any representatives from student organizations interested in participating in the Student Org Ad-Hoc Assembly and established the deadline for Tuesday, November 7th, 2017 at approximately 10:00pm. Interim Executive Director stated, at the previous board meeting, the Board had given $8,000 and Student Affairs had also given $15,000 for BSU. He then asked if it had been discussed as to how BSU would be able to access this money. VP of Finance responded that there has not been any contact, but that he will reach out to Dr. Hong in regards to the issue.

VP of University Affairs announced that they will be doing the Student Org Assembly and several students had requested that Larry Birello to participate in these assemblies to answer any questions that did not pertain to AS. She reported that the Student Org assemblies were scheduled to occur after office hours, making it slightly difficult for Larry Birello to attend all the assemblies. It was noted that these will be considered when scheduling the assemblies before 5:00pm for next semester. VP of University Affairs also discussed about how AS would utilize OrgSync more. It was then reported that the council will begin creating a budget and timeline at the next meeting, on November 13th, 2017. for the mural was tasked to the University Affairs Council. It was then announced that the Edu Corp will be held next Monday and she requested that board members to be stationed to each table. She reported that she had been asked to MC for the event and asked if one of the committee members contact her if they were interested in helping her MC as well.

Chief Justice reported that the Judicial Council had their first meeting on Friday, October 27th, 2017. It was stated that introductions were done and roles and responsibilities were discussed. Each member was given an Elections packet, that included the Judicial Council’s policies.

b. IED Evaluation (Discussion Item)
The Executive Committee will discuss the proper evaluation structure and timeline for the Interim Executive Director.
Motion to go into New Business Item b. IED Evaluation.
Moved by President, seconded by Chief Justice.
No opposed. No abstentions. Motion passed.

VP of Internal Affairs reported that the Personnel Committee had established a brief timeline in regards to the IED Evaluation. It was stated that a completed self-evaluation would be done by November 15th and a complete comprehensive evaluation would be done by the end of the semester, starting from December 15th to January 22nd.
President stated that the Executive Committee needs to create designated goals and specified timeline for the IED that would then be shared with the IED within the self-evaluation. It was discussed that the top priority goals for the IED would be the AS Bylaws, the Staff Structure & Staff Org Chart, and the AS Board Leadership Development (roles and responsibilities).

c. Student Organization Funding Approval Process (Discussion/Action Item)
The Committee will discuss and possibly take action on the consideration of the Finance Committee being charged with approving and denying funding for Student Organizations.
Motion to go into New Business Item c. Student Organization Funding Approval Process.
Moved by VP of External Affairs, seconded by Chief Justice.
No opposed. No abstentions. Motion passed.

VP of Finance reported that during the last board term, the Executive Committee had given the the power to approve the Student Org funding, but was not clear on whether or not that was permanent decision. It was explained that due to the fact there was so many student organizations that had applied late the budget had been extended. He stated that he is impartial, but stressed on the importance of knowing the legality of where Student Org funding should be approved.

VP of External Affairs reported that the Board had approved of $100,000 that was allocated to the Finance Committee for strictly event funding for the student organizations. It was explained that if the money has already been approved by the board, then it may be spent under the Finance Committee without
requiring the approval from the Board. President suggested that in the case there is a special request, the Finance Committee can call for a special meeting to discuss the funding for the student organizations, by trying to get the quorum of the board to attend that meeting in order to make such legal decisions. VP of External Affairs stated that he will sought out more information in regards to educational non-profits that prohibits the Finance Committee to approve designated budget funds directly from the Finance Committee.

d. Training Attendance (Discussion Item)
   The Committee will discuss the purpose and expectations for future board training meetings.
Motion to go into New Business Item d. Training Attendance (Discussion Item).
Moved by VP of External Affairs, seconded by Chief Justice.
No opposed. No abstentions. Motion passed.

VP of Internal Affairs stated that the training was conducted and that only 12 of the 22 members were present today. She commented that it was very inappropriate and that absences should only be excused under specific circumstances. Corporate Secretary and Chief Justice suggested making the trainings mandatory because accountability of board members to take part in these trainings. VP of Finance indicated that the trainings are already considered mandatory in accordance to the attendance policy and should be reiterated to everyone.

VP of University Affairs suggested that it would be helpful to send out an email to the board members and request feedback and suggestions for trainings in order to gain more participation during trainings. VP of External Affairs emphasized that the board members are being paid to do their jobs and that they should be held accountable for attending these trainings regardless. Ethnic Studies Rep stressed that it was important to identify the specific individuals who were not doing their part and ensure that the participate in the future mandatory trainings. Chief Justice offered to assist the Corporate Secretary in reinforcing a strict attendance policy for the board.

VP of Finance left the room at 3:50pm.

VP of Internal Affairs also stated that the board to allow the college and class reps to participate more in the future board meetings because she saw a lack of participation. President tasked each board member to state current assignments and projects during the semester and review during the next meeting.

X. Adjournment
Motion to adjourn meeting at 3:53pm.
Moved by Corporate Secretary, seconded by VP of Facilities & Services.
No opposed. No abstentions. Motion passed.
Meeting adjourned.

Approved by: Monica DiLullo

Respectfully submitted by: Theresa Khong