

## Elections Meeting Minutes of March 18, 2022

I. CALL TO ORDER at **10:05 AM**

II. ROLL CALL

**Present:** Jaulayah Hanzy, Zhanserik Temirtashev, Emilia Brettner, Anahi Ballesteros, James Carroll, Marguerite Hinriches, Michael Ryan Cesena, Brandon Gutierrez

**Late:** Erik Pinlac

III. ACTION ITEM- Approval of the Agenda

**Motion** to approve the agenda of March 18, 2022, by **J. Hanzy**, second by **Z. Temirtashev**, motion **CARRIED**.

IV. ACTION ITEM- Approval of the Minutes

**Motion** to approve the minutes of March 11, 2022, by **J. Hanzy**, second by **B. Gutierrez**, motion **CARRIED**.

V. PUBLIC COMMENT ó Public Comment is intended as a time for any member of the public to address ASI and/or the California State University, East Bay.

No public comment.

**2:29**

VI. UNFINISHED ITEMS

No unfinished items.

**2:37**

VII. NEW BUSINESS ITEMS

A. DISCUSSION ITEM- **CANDIDATE FORUM**

The committee will discuss the candidate forum event, success, and room to improve for

next week. So, that was an effective way for us to let them know. We gave away shirts which attracted many people because many of them came because they heard that we

**M. Hinrichs** wants to make a note about the candidates not showing up. I think that it could be a class timing thing, but because are many candidates running unopposed, that could be a reason they did not feel the need to show up. We can recommend it for the future. We hope when we are back to normalcy, we can hold some type of online meet and greet so that we can reach more people even though we will be moving back to in person.

**J. Hanzly** plans for it to be online and in-person but there were a few issues that we did not think through beforehand, therefore the online part did not get done. It was online and in person, we would have gotten more turnout. I am not sure if we all get a chance to look at the volunteer signup sheet that James posted. I, Emilia, and James were doing them, and Brandon looked into it. We have some volunteers I noted them, as they come in. I am signing their names on the volunteer signup sheet. I asked Z to do it, so every time we get a sign-up, he emails them a confirmation as a reminder that they did sign up to help either with the volunteer, the setup, to take down the station, or to stay through the voting time. We are sending out that link. Emilia emailed the link if you all want to send it out as well to the read this morning.

11:57

**B. DISCUSSION ITEM - VOTING/POLLING (March 21-23, 2022)**

The committee will discuss any updated plans for voting

**A. Ballesteros** says this is the polling station document that James and I have been reading and discussing. We have the dates as Monday 21st, Tuesday 22<sup>nd</sup>, and Wednesday 23<sup>rd</sup>. The times will be from 11:00 AM to 2:00 PM. We were not able to book the location which is in front of Starbucks and front of the library because the school is not allowing us to have any tables in that area. They did mention that we can do the Student Health Center



because

confirmation that Z was doing. If you all think that you have the time to do that over the next couple of days and if we get students that sign up to volunteer but we would want to make sure that we cannot have 15 people at the table all at once. Thinking through the coordination of what makes sense for you all to manage the next 3 days of making that happen. It is about what you all could manage with getting an influx of students that have interest, confirming it, and having to email them back.

**J. Hanzy** agrees with that. I sent all the information over to Ferdi and he sent me the pictures for it. The one I am still waiting for, he gave me the flyer and one for us to post on our social media, which I will email after the meeting. I am waiting on the dimension for the road sign. If you wanted to make a new one for the time being and know the dimensions, that is fine as well. I agree, we do need more volunteers, especially since we are going to be having more equipment to take back to the ASI office. If you have any connections on campus, any groups, or organizations to let them know. I have been sending things out to my housing group chat and let them know. Michael Ryan for the giveaway items, putting them in half, if that is something that you wanted to do, similar to what we did last time when I got there, and we can both get it done.

**M. Cesena** says I can do it when I get to the office. They had told me that this last time that they read by sizes which I got confused by and then I saw it. I can do that ahead of time and split them in half.

**J. Carroll** says I am doubtful if Erik will make it before our meeting ends so if he does not, I will send him a note and ask him to update all of us. He is working with a big pulse for the voting. An all-campus email is going to be a general reminder letting students know that you will get an email link on Monday morning. I will have Erik's clarity on the coordination. If you get questions from students when the university sends an email. I will pause and let Erik talk about big costs when he gets in.

**E. Pinlac** says I am collaborating with him, but they are in the Australian time. I have started with the process and included the whole group here as the test votes so we can assess out the ballot to make sure it works. I am hoping to get that ready by Sunday night or Monday morning. I am going to check in with them today to make sure that everything is working how it is supposed to.

**J. Carroll** asks can you clarify for students the process? As you were logging in, we were talking about it. So, Marguerite and Brandon are going to send out an all-campus reminder email today to students stating that they will receive an email starting Monday with a link to vote. Can you walk through it? So, my understanding is the first email will go out to all students on Monday, then if students click on it and vote, they will not get reminders

but if they have not voted, by Tuesday, do they get a reminder email Tuesday and then one Wednesday? Can you tell us the process?

**E. Pinlac** says we can do email reminders. There is a reminder to put in the system and we can make it to where only they talk to the students that have not voted so we are not spamming everyone. We can do it every day, to make sure anyone who has not voted to make sure they voted, if we do run into any issues, they know the dates for our elections. James and Marguerite had to collaborate with them last year, and they were able to resolve matters quickly because there have been small issues like access for students. Students can vote because we are asking for a list of matriculated students since those are people that can vote. Matriculated students are anyone who is in an academic program that is not self-supportive. Self-support would be similar to an open University or Postbank. The ALP program is not considered a matriculating program. International students can vote, but they have to be matriculating. We are gathering that list from institutional research, and we will be submitting it to the system.

**J. Carroll** says if you all get any questions where a student says, I did not get the email to vote. As Erik said, if they are not a matriculated student and they are just taking classes through Open University, or the ALP program, any of those, you can ask that. If they say, I am not enrolled in a program then that might resolve that right there. However, if you get anything, where a student says that, get that email to us right away with even the name, email, net id, or any information you can get from the student. So, we can check that and cross-check. There are 15,000 names, there could be a glitch. We are getting this through the system so it should be foolproof, and even last year, there were a handful of glitches, we had to troubleshoot to ensure that everyone eligible does have that right to vote. If students say they did not get it, check their spam to double-check that. If you send it to Erik and Marguerite, we should be able to log in, or reach out and do the help desk. I would agree even though the company is in a different time zone than us. They were responsive and quick. They understand that it is time-sensitive and are responsive.

**J. Hanzy** asks are we in the process of getting the QR code made?

**J. Carroll** has printed a few of the voter guides that student can look at right there at the table. In the email that was sent to students, we put the link to the voter guide and so that should be included in all campus emails





**Z. Temirtashev** says James has done a workshop schedule on Excel. However, it is easier for students to respond through Google Forms. Before the meeting, I sent everyone a Google form, please let me know if you did not receive it and it is called the ASI day shift sign up. If you have flexibility in the schedule, please mark the timeslot you would be available and we need students for Monday, as we do not have any volunteers for that day. If anyone has flexibility in their schedule during that day, we encourage that to sign up for a shift or two. Once you sign up for it, I can send a personalized calendar link. That way I would not have to remind you by email.

**42:13**

VIII. **ROUNDTABLE REMARKS**

No roundtable remarks.

**43:00**

IX. **ADJOURNMENT at 10:47 AM**

Minutes reviewed by:

**Chair of the Elections Committee**

Name: Jaulayah Hanzy



Jaulayah Hanzy (Mar 29, 2022 12:12 PDT)

Minutes approved on:

**03-25-2022**

Date: