

## Board of Director Meeting Minutes of October 5, 2022

I. CALL TO ORDER at **12:06 PM**

II. ROLL CALL

**Present:** Ashmita Ahluwalia, Arazeli Barragan, Tyler Luevano, Ashley Medeiros, Krisstina Caro, Nolan Calara, Jilian Manlapaz, Aleah Largo, Michelle Serratos, Heela Popal, Josephine Cabeza, Carlos Aguilera, Martin Castillo, James Carroll, My-Lan Huynh, Steve Spencer, Krystle Tonga, Sarah Nielsen

**Absent:** James Trayer

III. ACTION ITEM - **Approval of the Agenda**

**Motion** to amend the agenda of October 5, 2022, to include Action Item: University Committee Appointments, by **A. Barragan**, seconded by **J. Hernandez**, motion **CARRIED**.

IV. ACTION ITEM - **Approval of the Minutes of September 21, 2022**

**Motion** to approve the minutes of September 21, 2022, by **A. Barragan**, seconded by **J. Manlapaz**, motion **CARRIED**.

V. PUBLIC COMMENT ó **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.

**3:06**

VI. UNFINISHED ITEMS:

A. ACTION ITEM- **Resolution in Removal of Respondus Webcam Proctoring**

The Board of Directors will be taking action on the Resolution in Removal of Respondus Webcam Proctoring.

**Motion** to discuss Information Item: CORE Room Reservations before Unfinished Items by **A. Ahluwalia**, seconded by **C. Aguilera**, motion **CARRIED**.

**3:28**

**Motion** to postpone Resolution in Removal of Respondus Webcam Proctoring by **A. Barragan** seconded by **A. Medeiros**, motion **CARRIED**.

**57:13**

D. ACTION ITEM- University Committee Appointments

The ASI Board of Directors will take action to appoint members to the university-wide committees.

**Motion** to move to Information Item E: Grade Appeal Process/ GAAG Committee by **A. Ahluwalia**, seconded by **J. Manlapaz**, motion **CARRIED**.

**57:51**

**Motion** to appoint Marco Thomas, Jennifer Perfecto, Graciela Martinez, and Kailey Mahika to Campus Fee Advisory Committee by **A. Barragan**, seconded by

because sometimes students only use the room for one hour but book it for three hours. I was talking to some other libraries in San Francisco State. San Cisco state has twice as many students than us and have 18 room study rooms in their library. They give them three-hour reservations, but they only let students reserved two days in advance, so all study rooms f qp)"i gv'dqqngf "wr O'K" {qwæg"i qv'qyj gt"kf gcu"qt"uwi i gurkqpu"ht"o g."qt"kh" {qwæg"i qv"c" preference for any of these options, please let me know. If you see an empty study room, you can go there, and if a student has booked that then they can ask you to leave. This could dg"ej cngpi kpi "dw'y g'ctg'r rppkpi "v"o cng"ctwrg"j cv'kh'yj g'i tqwr "qt"uwf gpv'f qgupø'uj qy " up within 15-20 minutes then they wil

**C. Aguilera** asks would it be possible to the limit the time to book a study room in advance? So instead of being two weeks, it could be a week?

**J. Wenzler** states those are the two options we were considering about. One is we need to change amount of time to book, and then reducing the advance amount of time. Which one do you believe would be better? We need the amount of time to book the room or are we reducing the amount in advance?

**S. Neilson** asks are there signs up in the study rooms about the 15-minute grace period? In the reservation confirmation email, can we add that?

**J. Wenzler** states we haven't added that message because that hasn't been a policy. The policy is if you reserve it and you show up at any point in your reservation, then you have it for the rest of the reservation.

**J. Carroll** asks if there's a way with the system to have the flexibility of changing half of the study rooms to an hour reservation, and the other half to three hours, as opposed to going into the Spring term.

**J. Wenzler** states the reason why we increased the time to three hours was that we never got complaints at the other building because students would finish their zoom class in one hour and half and sometimes two hours.

**J. Hernandez** asks how you can work in abundance. For example, If I could book four study rooms, I will put them throughout the week. So, in that case, how many study rooms can you book?

**J. Wenzler** states you can book up to three different rooms for one hour each. The system doesn't remember how many hours you booked yesterday.

**Motion** to discuss Information Item: UU/RAW Updates before Unfinished Items by **A. Ahluwalia**, seconded by **J. Hernandez**, motion **CARRIED**.

21:12

**B. INFORMATION ITEM- UU/RAW Updates**

The Board of Directors will be receiving updates on UU/RAW leadership changes, task force, feasibility study, and the student needs in these spaces.

**M. Almeida**



**M. Almeida** states we had the chance to meet with the Recreation and University Union teams today. We will also be meeting with Admin, Finance and Student Life and Leadership. Tomorrow, we'll be meeting with Student Affairs, Facilities Management, the disk and Affinity Centers, and Dining. It is necessary to meet with all departments on campus and be updated before a decision is made. So, they will be meeting with President Sandeen, Executive Cabinet, and





or Mark. We will have some other opportunities later this semester for some town halls or open task force meetings for anybody to be able to come in. We are working with the consultants this semester, as Mark said, there'll be a recommendation that goes to President Sandeen and VP Espinosa in December, and then that recommendation will determine the next steps.

**K. Caro** asks any more discussion or questions?

**49:35**

C. DISCUSSION ITEM- **Fall fest**

The Board of Directors will be discussing Fall Fest.

**A. Ahluwalia** is planning a fall festival to bring the community back and have different departments meatball stand up. I'm working with Travis Nelson to get Alumni involved because this is during Pioneer Week and would want Alumni to be involved. There will be live music to attract students. I am working with Krystle Tonga and ASI Presents team with event planning and then UU staff and Sneha is helping to book rooms. The timeline is shown on the slide. We're going to have a dodgeball challenge game, music, pumpkin painting, and flag football which we will have signups for. I'm trying to reach out to Greek Life and Krystle is going to help me reach out to dance clubs and other clubs on campus. We're going to have everybody sign up to do performances and we will be performing. We're going to have one list for faculty to sign up so Academic Senators can reach out to professors within your colleges. There is going to be food, drinks, performances, and movie. We want to encourage students to bring their children and families so having games that are for children. The budget isn't completed yet, but this is the overview of the planning.

**N. Calara**

deadline for the fall application has been extended to February 15, 2023, to give prospective students more time to apply.

1:30:19

E. INFORMATION ITEM- **Grade Appeal Process/ GAAG Committee**

The Board of Directors will be receiving information from Mitch Watnik about the Grade Appeal Process/ GAAG Committee.

**M. Watnik** appreciates the opportunity to speak to all Assistant Dean of Academic Programs and Services. Jilian, the ASI Director of Legislative Affairs invited me to speak at this meeting. She is serving on the committee and she's the one appointee so far this year. She pointed out that there is some ignorance about what this committee is, what it does, and what the rules are. So, I wanted to give a brief overview of this committee and the great appeals process. I can email the board the Power Point slides so you have the access to this information. So, the Great Appeals and Academic Grievance Committee is what's called an Ad Hoc Committee. The Academic Senate is required by executive order. There has to be great appeals process and a committee that sits to hear those appeals. The appeals committee is elected by the respective colleges. Our committee does meet the guidelines set up by the Chancellor's office. We have one student who has been seated. The students are an important part of this committee. As a faculty member there are situations we try to solve and come to a decision but without going in depth of the student perspective and the students have pointed out on occasion. The process which was mentioned previously is if somebody has a situation where they feel that the grade was inappropriate then the student should speak to the instructor about their trouble of the course. Often times, the situation where the appeal would be successful is if the instructor didn't follow their own syllabus which is the common case. On every syllabus, the gray scheme should be laid out clearly to the class so that everyone is aware of the rules. The students can discuss the issues regarding their grades or syllabus with the Chair of the Academic Department. The Chair of the Academic Department would speak with the students about the situation. I was the Chair of Statistics for a few years, I had students come to me on the grand appeal process. There were situations where I went back to the instructor and asking them to view the situation in a different perspective which often times got the issue solved. Please be aware of that neither the Department Chair nor the Associate Dean has the authority to overturn a faculty member. So, if the Department Chair doesn't resolve the issue, then the students should go to the College Associate Dean. The next step is meeting with Academic Dean. If it does not resolve and the student wishes to pursue the academic, the Great Appeal or the Academic Grievance, then you will contact the



**S. Nielson** says that the new policy is going to send to our Academic Senators that come to the Senate meetings is that you shouldn't have access to add a comment to the agenda.

**M. Watnik** states when I was Chair of the Senate, about 10 years ago, the ASI Board of Directors was better with fluency of Robert's rules than the Academic Senate. We are considering that your representatives on the Academic Senate could consider proposals and amendments on the floor to the policy and see if they can get a majority the Academic Senate to agree with it. It would be useful than sending it back to CIC, although the Senate does have a mechanism by the first and second readings.

**J. Carroll** agrees with Arazeli and students have to know the whereabouts of this resource. I realize that it takes time to change policy. There should be a breakdown for students regarding the grade appeal because there are many steps because different committee members are reviewing the appeal.

**M. Watnik** state we can change the policy to make the process clear for the students but that is something that the committee itself would have meetings to discuss, and then send it forward to the Academic Senate.

**S. Spencer** states the students receive and emailed regarding the process when they fail classes, but we never hear back from them. This is some of the ways that we can help in educating students and this could not be the only thing that students may not know it existed. All advisors are informed of this so interact with your advisors and they can help you.

**M. Watnik** believes that advisors are aware of the process, but we can bring it up to the college advisors as well. These are the professional advisors as opposed to the faculty advisor. We have a desire to follow our own rules and are obligated to follow. We want to make sure that everything is unbiased on the statistician.

**1:22:30**

F. INFORMATION ITEM- **September BOD Budget Recap**

The Board of Directors will be receiving a recap on the September BOD Budget by ASI VP of Finance, Tyler Luevano.

**Motion** to postpone September BOD Budget Recap by **T. Luevano**, seconded by **C. Aguilera**, motion **CARRIED**.

**1:30:50**

VIII. SPECIAL REPORTS:

No special reports.

**1:30:57**





Minutes reviewed by:  
**Chair of the Board**


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