

October 11, 2009
 BoD Meeting #1
 Start Time: 12:15PM
 Adjourned: 2:47PM

Catered by : Sabieng

- Veggie Pad Thai
- BBQ Chicken
- Rice
- Ginger Chicken with Vegetables

Present:

e2 Staff

Co-Chair	Rahsheka Keith	X
Class Facilitator	Sara Mokhtari-Fox	X
Office Manager	Mari Medrano	X
Programming Coordinator	Sahira Bajasas	Late
Webmaster	Mike Madriaga	X
Organizing Director	Paulina Raygoza	X

BoD Members

ChALE	Yesenia Ramos	X
Umoja	Falyn Davis	NP
CUSN	Sandra Lane	X
KAMP	Melanie Galang	X
ASF	Adrienne Sebastian	X
DHE	Courtney Mathis	X
ORALE	Ale Sanchez	X
Motivation Conference	Nhi Truong	X
GENTE	Dari Paniagua	X
RAINBOW	Shantay Cail	X
SCOC	N/A	NP
SCOC	N/A	NP
CoD	Leda Hernandez	X
SOAR Director	Sayo Fujioka	X

Check-In (30 mins):

- What was the best part of your summer or retreat?

Icebreaker:

- Sausage

Mission and Vision (20 mins):

- Mission Game:
 - o 30 seconds to look over them before you have to close them.
 - o Break up into groups of 3 and attempt to put together the mission statement from cut out pieces and bits. Prize = 2 funsize Twix and/or Snickers
- Go around and read the mission statement in sections.

Responsibilities as Board of Directors (30 mins):

- Take some time to look over BoD responsibilities.
- Q&A:
 - o CUSN: Who are the BoD members that make up the Hiring Committee?
 - o Ans: Anyone who is available to make the meetings. Made up of any general BoD member, outreach, retention, SCOC...
- Theater Game:
 - o Given a scenario to act out a BoD responsibility. Broken up into 3 groups.
 - Acting as a liason for your community.
 - Using Principles of Unity.
 - Hiring

Break (10 mins) 1:27pm-1:37pm

Hiring Process (20 mins):

- Class coordinator:
 - o Personnel Committee decided that they did not meet the minimum requirements.
 - Proposed to change the way this position is structured.
 - Suggests to use interns to support Class coordinator. Interns to receive 5 credits for their work.
 - ChALE: Would that be a permanent change?
 - Co-Chair: No, just for this year.
 - Organizing Director (OD): To give this some context, this is about the 3rd or 4th time that the position has been opened.
 - CUSN: How many interns?
 - Co-Chair: 1-2 interns, but up to the BoD to decide. Those that applied may be interns as well.
 - RAINBOW: (addressing Sara) The work will be mostly on you, we can decide something, but you have to put in most of the work. What are your feelings on this?
 - Class Facilitator: Interns from people who applied, that would be a weird dynamic, but 1-2 interns sounds fine.
 - ASF: What are the qualifications for an intern?
 - Co-Chair: Ask the BoD whether or not to close hires for this position, class facilitator. For the rest of the year or do we continue to open up this position?
 - CoD: Can we have interns this quarter and open up the position for the rest of the year?
 - OD: The class doesn't run this quarter, so the need for the interns to help Sara wouldn't really apply. The class runs in the winter and spring. So that's why we're asking if we should close it and not re-hire?
 - MC: Is it possible for the interns to eventually become full hires?
 - ChALE: Will the interns be staying both quarters or would they switch or change?
 - Co-Chair: That depends if the interns would be available for both quarter?
 - ASF: Would interns be able to apply next year to be class facilitators?

- Co-Chair: Being an intern for class facilitator would make them more competitive, but it's up to hiring committee ultimately.
- RAINBOW: The class starts in the winter and the spring, so maybe we should leave it open a little longer. When it gets to the winter and spring, that's it, she's going to be the only one.
- CUSN: If it's been open for 3 times, and people had this quarter to apply for it, I don't know if the applicant pool is going to be that much more qualified.
- Co-Chair: It may also be important to know that for that position we only had one applicant, and that applicant had already previously applied and the hiring committee spring quarter decided that they were not qualified.
- ORALE: Likes the idea of interns and maybe they can start applying this quarter so they can get to know Sara and know what she's done to start planning for this class, but not necessarily start getting the 5 credits.
- OD: Should the structure of the class change?
- CUSN: I took the class last year, sections were a big part of it. About 20 people in the class, and 3 people per section. So suggests...
- Class Facilitator: Bring more community into the class so class becomes more familiar with people doing things, like SOAR advisors, etc.
- Co-Chair: Would anyone like to make a proposal?
- MC: Proposes to close hires for class facilitator position.
- ChALE: Seconds
- Consensus
- Paulina: Please turn in your schedules to Mike so that we may start forming hiring committees.
- Co-Chair: Would you like to take time now for the criteria for interns or would you like staff, mostly Sara, to come up with a recommendation for next time?
 - Class Facilitator: Do we have the criteria for last year's interns?
 - OD: There were interns last year but different structure than what's being proposed now.
 - ChALE: Do you have qualifications for the class facilitator?
 - Co-Chair: Asks same question as above.
 - RAINBOW: Has never taken the class. Would like further information on the class and how it's structured.
 - Co-Chair: Does anyone want to talk about it now?
 - No one speaks up.

Strategic Planning (40 mins):

- OD: Last year at Strategic Planning we decided to run a campaign because Chancellor match was up. We need funding to run SIOs yield programs because we can't touch state money for "recruitment" purposes, which yield programs are considered. Took a lot of commitment from BoD members (i.e. making meetings outside of regular times, being strategic on how they present themselves to administrators). Remember the dollar bills e^2 handed out? We got over 1000 of those. Strategic Planning is a weekend long retreat where we all sleep together in one big room and we come up with a plan for the year. This all ties into our mission and vision, addressing low recruitment and retention rates for underrepresented groups. Alma has told us that we need to submit our request this quarter (as opposed to spring quarter like before). This

is due to expected mid-year cuts; it's better to request money now versus the end of the year when there will be less or no money. It's up to you, BoD, to decide what we want and how we are going to present it.

- Co-Chair: It's very important that we decide what programs we want to do, what we want staff to do.
- OD: Programming put up Speaker Blowout, Blowing up the Budget. Create Change – a box people put change in to donate to the center.
- Co-Chair: That being said, we did get the chancellor's match, not a full match, we got \$1.75 for every \$1 students pay, versus \$2.00 for every \$1. He has promised us to find the \$0.25 though. SIOs are still very much in danger with the budget cuts. We're trying to find dates for Strategic Planning, so let's all check out the calendar.
- Proposed Dates to Meet:
 - o November 6-8 or
 - o November 20-22
- If we have it during the 20th, BoD meeting would follow right after the retreat.

Closing:

- We will e-mail you the minutes of this meeting within 48 hours.
- We can close out with plusses and deltas of this meeting.

Plusses:

- Class Facilitator really liked Sausage.
- MC thought the food was good.
- Class Facilitator thought Rahsheka's facilitation was good.
- ChALE enjoyed meeting new people.
- MC thought interactive activities were good.
- Webmaster thought we had solution based date planning.
- Class Facilitator liked how we voted on things.
- RAINBOW liked the flow of it. She has a short attention span, so if there's no flow, it's not good. She liked the pace. CUSN seconds this.
- Class Facilitator thought the office manager took really good notes.

Deltas:

- MC says it's cold; hard to concentrate.
- RAINBOW suggests that once you find out who the BoD members are, inform them of upcoming dates.
- Class Facilitator suggests more name games.
- CUSN suggests more round robin styled feedback to get feedback from everyone.
- CUSN also suggests to see the agenda up, to have it visually to see where we are at.
- Office Manager suggests that the office manager should have been more prepared, especially with the roll call.
- Office Manager thought we should have better access to restrooms and napkins.

What would you like to eat during the next BoD meeting?

- El Pollo Loco
- Chicken Masala
- Tacos, real ones
- Chinese food
- Pho
- Chicken wings (Buffalo Belle) - MAJORITY