

ASSOCIATED  
STUDENTS  
INC., SFSU

BOARD OF DIRECTORS

Posted Date: \_\_\_\_\_  
Poster Time: \_\_\_\_\_  
Signature: \_\_\_\_\_

**Associated Students Inc.  
San Francisco State University  
Internal Affairs Committee  
Minutes  
March 13<sup>th</sup> 2013**

Chair, Nazia Chandiwalla, has called a general Meeting of the Internal Affairs Committee on Wednesday, March 13<sup>th</sup> 2013 at 12:10 pm in T-153 of the Cesar Chavez Student Center.

**I Call to order**

Meeting called to order at 12:16

**II Roll Call**

VP of Internal Affairs (present)  
Hhs rep (present)  
Liberal and creative arts rep (present)  
Education rep (present)  
Rep at large (present)  
Junior Rep (present)  
Associate Executive Director (present)  
Executive Director (present)

**III Approval of Agenda**

**Motion to approve the agenda**

**Moved by rep at large Abel, Seconded by liberal and creative arts rep**

**Motion has passed.**

**IV Approval of Minutes**

**Motion to approve the minutes from March 6, 2013**

**Moved by rep at large Abel, Seconded by liberal and creative arts rep**

**Motion has passed.**

**V Announcements (2 minutes each).** Please submit literature to Chair when meeting begins.

Education rep and graduate rep are working on creating 3 graduate socials in April and will keep the internal affairs committee updated. Goals: increase graduate student involvement on campus with student life, create awareness for university for graduate students,

We will not be having a meeting March 22nd and April 3rd, 2013.

Internal affairs committee last meeting will be April 24th, 2013 for the current board of directors.

VI **Public Comment** (2 minutes each). Must pertain to jurisdiction of Board. Please observe proper decorum. The board is not required to respond.

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.

### VIII Old Business

A Program Updates *(The committee will update each other on their assigned programs and current events).*

Chair, Nazia has made a document of all the events from the programs that are happening for the rest of the semester. She will also be giving the board of directors this document. The only program she does not have is programs and services and project connect.

The associate executive director has also emailed to the internal affairs committee EROS, QRC, and project rebound monthly report for the committee to read and review. Based on the monthly reports the programs are aligned with their goals and objectives. They have kept up with their program criteria by putting on at least 3 events per semester. However, they did state that events for programs were either low or moderate in attendance.

- Early Childhood Education Center

No events.

- Education & Referral Organization for Sexuality / Queer Resource Center

Rep at large Abel and Cassidy met with Berkeley and talked about collaborating together with their programs, the Queer Resource Center. They talked about working together with other Queer Resource Center's to get the program going and how they can work together to promote the same causes. The Queer Resource Center is hoping to learn from the other centers as well.

- Legal Resource Center

It's a consensual thing will be this Thursday, March 14<sup>th</sup> in Rosa Parks A-C in collaboration with EROS and the Women's Center. They also have another event collaborating with Project Connect in their "The Right to Remain Silent 2" in Rosa Parks E from 2pm – 4pm.

- Project Connect

Project connect will send their events as the month comes up. So they will send their April events later.

- Project Rebound

They do have an event this month that is together with the Legal Resource Center on Tuesday, March 19 in Rosa Parks E from 2pm – 4pm called "The Right to Remain Silent 2"

- Women's Center

The women's conference happened just last Saturday and it was very successful. They said that it was a wonderful event but the turnout was not what they expected. The year before had more attendants. The folks that did attend were very engaging and very interested in the topic. Not many board of directors were not there.

- Programs & Services

They do not have many other events since they are focusing on the Music festival. But they do have their weekly farmers market still. Another big event they have is their Arts and Crafts fair that will be in April.

- Internship

Internship just finished their 3rd internship meeting and discussed the cesar chavez student center and its student center governing board, student life, finance committee, and organization funding. They unfortunately were not able to go through the budget leadership development activity that was originally planned due to the internship director did not receive the instructions in time.

Internship director has asked a passed intern, Emily Enriquez from the fall 2012 class to be the aid for the internship but to also pass down information just in case the internship director will not be around. Ms. Enriquez is knowledgeable that there is no pay for the job and will be attending the internship meetings as much as possible.

The internship has been receiving emails and messages from programs asking for volunteers. It is great that programs are utilizing the interns for volunteer opportunities and we are working together.

B Classification update (*The committee will discuss the classification process*).

Education rep, liberal & creative arts rep, junior rep unfortunately left the meeting early last week or was not there. Chair, Nazia updates the committee on what happened last week with the associate executive director and how positions have changed. The internal affairs committee will need to bring this to the board of directors after the committee discusses and reviews the classification. Since 2006 more positions have been added and changed and the classification is currently out of date. The associate executive director has updated it to be current with this year.

The associate executive director stated that everything is currently in rank with their classification except for 2. One is not in range and the other is completely out of range from the classification that was stated. Financially the marketing and programs and services are in the range for the pay which is correct but the category is not correct according to the university classification they gave. Chair, Nazia has stated that the internal affairs committee will get 1 week to discuss this classification. Mrs. Ali has stated that raises and classification is a different topic. The executive director suggests that the committee take the time to review the packet and ask questions next week.

**Motion to amend the agenda to change New business Item A to "internship program (*The committee will discuss the future of the internship program*)"**

**Moved by rep at large Abel, seconded by junior rep**

**Motion has passed.**

## IX New Business

A. Internship Program (*The committee will discuss the future of the internship program*).

The internal affairs committee assigned the Liberal and Creative arts rep to talk to Horace about putting the internship program with his program. The internship director stated that she has too many other assignments to do and so she cannot handle scheduling additional meetings with the ASI management team to figure out where this program will go. Some internal affairs committee members believe it should be it's own entity.

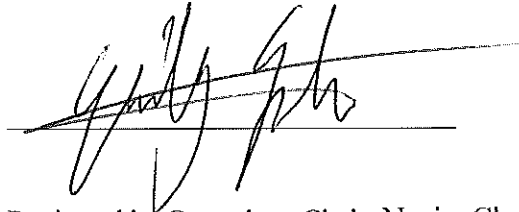
**X. Adjournment**

**Meeting adjourned at 1:10**

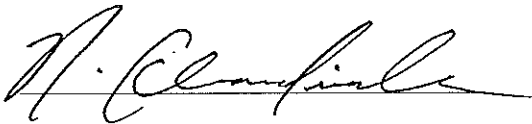
**Moved by hhs rep, Seconded by education rep**

**Motion has passed.**

Respectfully Submitted by: Emily Estrada

A handwritten signature in black ink, appearing to read 'Emily Estrada', is written over a horizontal line.

Reviewed by Committee Chair: Nazia Chandiwalla

A handwritten signature in black ink, appearing to read 'Nazia Chandiwalla', is written over a horizontal line.