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ASUC Student Union Board of Directors Agenda & Minutes

Friday, February 26, 2021

12PM | Virtual Meeting via Zoom |

<https://berkeley.zoom.us/j/95278832185?pwd=cDl6VEUrK2gwS0dXVGVVUTRhWWZoUT09>

Board website [link](#)

Title	Name	Present
ASUC Student Union Board Members		
Title	Name	
Chair	Brian Zhou	Yes
Vice Chair	Michelle De Guzman	Yes
ASUC President	Victoria Vera	Yes
ASUC Executive Vice President	Melvin Tangonan	No
GA President	Luis Tenorio	Yes
GA Internal Vice President	Liz Lawler	Yes
Undergraduate Representative	Kevin Yi	Yes
Graduate Representative	Martin Siron	Yes
University Representative	Emily Liu	Yes
University Representative	Fabrizio Mejia	Yes
Faculty Representative	Greg Aponte	Yes
Faculty Representative	Jennifer Miller	No
ASUC Student Union Executive Director		
ASUC Student Union Executive Director	Bahar Navab	Yes

Community Agreements

- Everyone participates, no one dominates - share airtime
- Honor time limits; staying on schedule is everyone's responsibility
- Speak your truth without blame or judgment
- Articulate hidden assumptions; challenge cherished beliefs
- Listen for understanding - inquire (ask) before you advocate (persuade)
- Remain open to outcome and innovation
- Critique ideas, not people or actions
- Recognize participants' contributions
- Be fully present at meetings and prepared
- Have fun!

Call to order at 12:07pm.

- | | | |
|------|--|---------|
| I. | Approval of the Agenda and Minutes | 1 min |
| | A. Kevin moves to approve; Fabrizio seconds | |
| II. | Public comment | 5 mins |
| | A. None | |
| III. | Chair updates | 3 mins |
| | A. Meeting with members of the LRC steering committee; nothing else extremely pressing that won't be covered elsewhere | |
| IV. | Executive Director updates | 15 mins |
| | A. Director Updates | |
| | 1. The Student Union has launched a Black Excellence website, created by Kalelia | |
| | B. Operational updates | |
| | 1. Lower Sproul is tented, designed to hold two classes or fewer for outdoor instruction. Had a few reservations so far, with another 10 | |

coming up in the next few weeks. Vaccination site has launched in Pauley Ballroom. Over 2,000 vaccines have been distributed so far. Unclear if campus will continue to provide vaccines following changes in state guidelines. Continuing to do workrooms, Food Pantry, bookstore, and Amazon. Looking to be a venue for limited in-person activities after spring break. Groups can apply for pre-approval online. Some outdoor spaces will also potentially be available for events. Currently planning for Fall scenarios and what our event model looks like now that we have consolidated more with Student Affairs Events. Katelyn has put in a request to get pricing to add the ASUC logo on the sign in the Eshleman Lobby. Has asked to put a vinyl sign up in the meantime.

- V. Budget updates 5 mins
- A. Kirsten: Still waiting to get the call letter from campus; expected to hear back but no date has been given yet. We are still working on our budget though so that when the date is announced we are ready to go. We will also be presenting the budget to the Board once it's ready for approval
- VI. [Basic Needs Proposal](#) for 1st fl MLK 15 mins
- A. Informational item, future vote pending
 - B. [Slide deck](#)
 - C. Bahar: Exploring letting Basic Needs expand onto the first floor of MLK; next month the plan is to bring information back to the Board and either

assign the space to Basic Needs Center or not

- D. Kiyoko: Basic Needs Center Director, co-presenting with Natalia. Basic Needs Center are already tenants of the Student Union. Have learned in the past two years that our tiny kitchen space has to be multi-purpose. Students use it to heat up food, but we also use it for food recovery efforts. We realized that we need more space in order to fully support these efforts. The Food Pantry also has limited space for prepared food, so additional kitchen space would help expand what they can provide. There is a large need to support students in their basic needs, and expanded space can help with that.
- E. Natalia: The food recovery hub would serve three programs: will be space for food recovery, site for food demonstrations and nutrition education, and a provision of grab and go meals. Goal to act as a first point of access for the Food Pantry. Our space is down in bNorth so having a first floor space will give us a chance to interact with students more easily and direct them to our space in bNorth. Will be a safer space to do prepared meals and food recovery. Also a really good opportunity for campus to reach more of its sustainability goals. Leftover food can be brought to this space to be assessed and reused, rather than going to waste. This is also meant to be a resource for students, and not competition for other vendors in the Student Union. The schematic design is linked in the above proposal. Two access points, one for staff who are food safety

trained, and one for students who can come in and utilize the space. Plan on collecting data on what students are taking and prefer, and who we are serving. Can also be a spot for people to come and ask questions and learn more about BNC and the work that we do. Clientele: based on the three distinct programmatic functions, we would have distinct clientele. Grab and go food would be for students who need emergency food resources. Food recovery would be engaging with the whole community, including local businesses, campus departments, Cal Dining, etc. Food demos would support any member of the UC Berkeley community or visitor to the Student Union. Anyone could stop by and watch and take part, even if they aren't in need of a meal that day.

- F. Bahar: Since this is a campus department we'd be working with, we wouldn't be charging market rent, but covering costs. Any construction costs would be covered by BNC. Even though this is a commercial space, you would be partnering with them in a noncommercial capacity.
- G. Fabrizio: Can we get the data with a key in the future to help provide context?
 - 1. Kiyoko: Yes we will update that in the presentation so that people can see the correct information
- H. Martin: Is this in addition to the space that y'all currently have? Or would it combine the spaces?
 - 1. Natalia: This wouldn't replace the Food Pantry or BNC; it would be

an additional space. This proposal wouldn't be enough space for the Food Pantry plus the expanded programming, so the existing pantry space would stay.

I. Fabrizio: What does the scale-up look like in terms of potential outcomes?

What is the additional capacity?

1. Sharay: This is a good opportunity to share what the Food Pantry is planning.
2. Kiyoko: The Food Pantry has a small annex that is used for storage and the BNC which has a small kitchen space. The other moving parts connected to this effort would be that we will renovate the current kitchen space and increase the amount of microwaves and make the space ADA accessible. The current space really limits how many people can be there at any time. So the expanded space would allow us to build more community space.
3. Natalia: It's also really important right now with the pandemic to think about the safety of people in confined spaces. It's really important for us to redesign the pantry space to ensure we don't have to keep people waiting in long lines since there are capacity issues. The first floor space will be a lot more open and people can move through the space a lot quicker. Separating out the ready to go meals from the pantry where people take more time

and browse the food available means they can be served faster and can serve more students. Goal is to serve 800-1000 students a day with this effort. Have been working with Cal Dining to plan out scaling.

4. Brian moves to extend time by 10 minutes; Luis seconds
 5. Kiyoko: In our current space, we are also very limited in what we can receive. We were also trying to cram too many program needs in a small space. So having more space will allow us to have a more expanded service
- J. Martin: Would you have the grab and go exclusively in this new space, or continue existing spaces?
1. Natalia: We haven't strictly decided yet, but primary use of the space in the BNC would not be for grab and go, but instead for heating up food.
 2. Martin: We have also had conversations about having graduate specific spaces so that they can access these resources without potentially interacting with undergraduates they might teach or work with.
 3. Natalia: That is also a very good point that we would love to discuss more.
- K. Kiyoko: Is this design sufficient for you all, or would it be helpful for us to come back to the next meeting with a finalized design?

1. Bahar: the board would be approving moving forward in assigning the space and the financial model. The details for finalizing the construction would be done through Sharay and myself. We thought it would be good for them to go to the Operations Committee to go over this in more detail.
 2. Fabrizio: Speaking not in my Board role, but Basic Needs Center also has to report to their donor about a timeline for this. There are a lot of questions about when we will be operationalizing this project, so a timeline would be helpful.
- L. Bahar: If Board members have further questions, feel free to reach out to myself or Sharay..
- M. Brian: The goal of the discussion for the Ops Committee would be some sort of recommendation for the Board of which way to vote for the BNC proposal
- VII. Inclusive Access Presentation 15 mins
- A. [Informational page](#)
1. Katelyn: Here presenting today with Trey from the Cal Student Store. Talking about access to digital textbooks and interactive courseware platforms. This would replace physical books, with the goal of reducing the costs of course materials for students up to 80%.
 2. Trey: This is not an all or nothing program. An instructor can

decide whether to make their course an inclusive access course. If they opt in, their course materials are eligible for the program, and can all be integrated into bCourses. So when the class launches, the student will have access to all course materials immediately. They can then either stay opted-in, and will be charged for the course materials, or they can opt-out and not be charged, but they will need to purchase course materials elsewhere. Deferred payment allows students to use their financial aid to pay for materials.

3. Katelyn: Printed textbooks are really expensive, and worse for the environment. It's also becoming harder for students to resell their textbooks since more books are moving to digital. This is also very helpful for students who are waitlisted to don't want to buy a class they might not get into. Also, if you drop the class, you are not charged. The textbook industry is moving to digital regardless of if we move forward with this, so this is a chance for us to stay on trend. We are the only UC to have not adopted Inclusive Access.
4. Trey: Textbook sales are declining nationwide because students are opting for digital options. Many students are currently buying digital directly from the publisher to save money, which means the Student Store is losing those sales. So if we opt into Inclusive

Access, we can get those sales back, and also have materials available for cheaper than even buying directly from the publisher.

5. Liz: Ops Committee did talk about this during our meeting and ultimately moved towards supporting this.

6. Fabrizio: What have the conversations been with DSP to make sure these materials are truly inclusive for students?

a) Trey: The best thing we would do would be to connect our vendor with distributors of digital course materials to get that information about how these materials are accessible for students and meet the needs of the DSP office.

7. Fabrizio: From a financial aid perspective, how would this potentially impact how much aid students receive, if the book budget is decreased? I would recommend connecting with Financial Aid about the potential impact of this.

a) Katelyn: Yeah our plan is to work with as many campus partners as possible. We were waiting for Board approval before moving forward with those conversations, but that is a great idea.

b) Bahar: We can also talk to other UCs to see how this was implemented.

B. Vote required

C. Greg moves to endorse this proposal and have the Student Union move

forward with this program; Fabrizio seconds; motion passes.

VIII. Reports and recommendations from committees 5 mins

A. [Organization & Governance](#)

1. No updates but committee members should be prepared for emails coming up

B. [Business & Finance](#)

1. Have not met yet, but they will be planning a meeting prior to the March Board meeting

C. [Operations & Facilities](#)

1. In addition to recommending the Board endorse inclusive access, we also discussed standardizing how the Board grades vendors and have consistent and streamlined practices moving forward.

IX. Update on LRC-related meeting with Chancellor 5mins

- A. Brian: a number of Board members met with the Chancellor's office to talk about standardizing the process for space discussions and not defaulting to the ASUC and GA. There were no concrete commitments made by the Chancellor's office but we did also discuss best practices when wanting to use space in the Student Union, and reaching out to the Board first and not the communities.

- B. Fabrizio: For upcoming meeting with LRC, discussing collaboration and programming moving forward. Also, what are the needs of the LRC that also translate to other communities.

- C. Greg: How do we make sure this topic isn't dropped after that past meeting? And that our concerns aren't ignored.
- D. Brian moves to extend by 5 minutes; Liz seconds
- X. Broker updates and guiding criteria 10 min
 - A. [Guide](#) started by Ops Comm
 - B. Voted via email on the broker to move forward with. Meeting with the broker on Monday (3/1) to start talking about different spaces and what our priorities are. Will also look at potential commercial use of Anthony Hall, at GA's request. Depending on the vote next month of Basic Needs Center expansion, will also let our broker know if that's an additional space they have to work with.
- XI. Closed session 15 mins
 - A. Brian: Motion to move into closed session; Fabrizio seconds
- XII. Motion to exit closed session by Brian, seconded by Luis. Meeting adjourned at 1:35pm.

Useful links for today:

[Board website](#)

[Basic Needs proposal](#)

[Basic Needs slide deck](#)

[Inclusive Access](#)

[Broker-tenant priorities](#)