



SPECIAL MEETING MINUTES
February 13, 2019

CALL TO ORDER	Riley Duncan, TSC Board of Trustees Chair, called the meeting to order at 2:17 p.m.
ROLL CALL	<p><u>Members Present:</u> Aguilar, Aldazabal, Barillas, Budisantoso, Duncan, Evans, Gil, Greco, Harris, Kienzler, Kurtz, Nikopour, Thai, Torres, Vanderhook, Wilks</p> <p><u>Members Absent:</u> Torres (E)</p> <p><u>Officers Present:</u> Allen, Collins, Fehr, Petersen, Scialdone, Tapper</p> <p><u>Officers absent:</u> Martin (E)</p> <p>*Indicates that the member was in attendance prior to the start of Unfinished Business, but left before the scheduled ending of the meeting. [According to the by-laws, a member of the board who does not remain until the scheduled ending for the meeting (3:45 p.m.) is considered not to be in attendance.]</p> <p>**Indicates that the member was in attendance for a portion of the meeting, but not in attendance prior to the announcement of Unfinished Business. [According to the by-laws, a member of the board who is not in attendance prior to the announcement of Unfinished Business is considered not to be in attendance.]</p>
APPROVAL OF AGENDA	(Aguilar-m/Ansari-s) The Special Meeting Agenda was approved as presented by unanimous consent.
APPROVAL OF MINUTES	None
PUBLIC SPEAKERS	None
TIME CERTAIN	None
UNFINISHED BUSINESS	None
NEW BUSINESS Action: Appointment of TSC Student Trustees	<p>Duncan brought a motion to the Board of Trustees to approve the recommended applicants to fill the two vacant Student Trustees positions on the Board of Trustees.</p> <p>Duncan reviewed the application and selection process and introduced Minesh Barot and Rabia Naz. Greco asked if the candidates would remain in the room during the vote. Duncan confirmed that they have the right to remain in the room. Duncan invited the candidates to the podium. Rabia Naz and Minesh Barot provided an overview of their experience, qualifications, and answered questions from the Board.</p> <p>Duncan informed the candidates that they could remain in the room or exit during Board discussion and he opened the floor to discussion. The Board of Trustees discussed the candidates.</p>

Kurtz shared that after reading applications, interviewing the candidates and reading their resumes, he believes that they have overlooked a better candidate. He referred to Colin Eacobellis, and read a statement regarding his qualifications. Duncan reminded Kurtz of the point of order. Kurtz shared that it was in the best interest of the students that they do not proceed with Naz.

Greco spoke on the heavy schedules of the candidates, though he believes they are qualified, he believes that they will be stretching their time.

Vanderhook agreed with Greco, additionally she shared that she doesn't believe there are enough resources that will be available to the students if they do fall behind.

Budisantoso shared that she believes the board doesn't know if the students are able to handle the workload because they haven't even given them a chance. She argued that most grad students wouldn't apply if they didn't believe that they could handle these positions.

Vanderhook asked Duncan when he had talked to the committee about the candidates. He shared that during the interview process he had discussed the candidates. Allen shared that it is up to Duncan's discretion, though they have the power to vote on whether they agree with the situation or not. She continued to speak on the heavy workload of students and instead of focusing on that, they should look at the commitment that the two candidates have.

Kienzler asked why they brought these two candidates forward opposed to others. Duncan shared they narrowed it down to the top 3 after discussion, then he made the ultimate decisions. Kienzler asked what qualities he saw. Duncan shared Barot seemed very prepared and Ravi presented very well.

Gil asked why there were only two candidates presented, and if it was at all possible to bring more than just the two. Duncan shared he wanted to submit the top two to make the processes simpler.

Gil asked that given the time allotted for the special meeting, there was time to hear from more than one candidate. Duncan shared that that was not on the agenda of the meeting. Allen shared that only items on the agenda should be discussed.

Duncan asked if there was anything else that was on the agenda that anyone wanted to discuss.

Evans shared that he was part of the committee that interview the candidates and talked on Barot's qualifications.

Barillas shared her experience with balancing being a student and being on the board. She added that she finds the time to dedicate to the position and doesn't want time restraint to be a part of the decision given the students are telling the board they have the time.

Vanderhook shared that because the candidates are graduate students and are potentially graduating, they are in a more demanding position and will be looking for jobs at the end of the semester they will not have the time commitment.

Duncan shared that it was easy to speculate what the candidates are doing with their time and doesn't think it's fair to be making these assumptions.

Greco shared that it was reasonable to consider the candidates will have challenges given their situations. Greco further directed a comment to Barillas stating that when people come to the meetings and they have too much to do they sit in the meetings, don't ask

questions and don't get involved and that is the downside to people who have too much on their plate.

Allen shared that ASI is a learning laboratory and she expects students to have a life outside of the board and knows from experience that that is the case. She explained that ASI is here to provide experience to learn leadership and to grow and to focus on the qualifications of the candidates.

Kienzler agreed with Allen, stating that these candidates provide a sense of representation as graduate students and allow them to have a leadership opportunity.

Vanderhook shared that she considered the lack of meetings that Naz has not attended.

Aguilar shared that he was impressed by Naz's application and that both candidates are capable.

Gil asked if it was at all possible to table the motion in order to look at more candidates.

Evans asked if it was possible to put one candidate up for a vote and table the other to see more candidates. Duncan shared that this would not be able happen given that the agenda has both candidates.

Gil asked to extend the discussion, to which Duncan agreed for 5 more minutes.

Gil shared that he would like to see more candidates though he understand that it is the chair's decision though he feels forced to vote on these two candidates. He does not feel that this is in the best interest of the board, and the students at large.

Vanderhook agreed with Gil and asked Duncan why the two candidates were brought to the board to be voted on together and not separately. Duncan shared that this was just how the action item was created.

Ansari asked who was sitting on the committee that interviewed the candidates. Duncan shared that it was himself, Allen, Tapper, Evans, and Kurtz. Additionally, she stated that Duncan came to the conclusion to pick these two candidates over the others after consulting with the committee, to which Duncan agreed.

Nikopour asked how many applicants were interviewed. Duncan shared that 5 applicants were interviewed.

Kienzler asked if only those five had applied. Duncan shared that there were more and that five were selected to interview.

Allen explained the application processes to the board.

Greco asked what the criteria was for selecting the two candidates. Duncan shared that the application, and the interview were the steps in choosing these two candidates. As it is done for any interview.

Vanderhook asked how the candidates were compared. Duncan shared that as he had already explained there was discussions after the interviews and the days following.

Gil pointed out that both of the Vice Chair's shook their heads in disagreement and wanted to follow up as to why.

Kurtz answered that the discussion was actually more causal than it was a discussion about the interview.

Ansari called the question.

Duncan moved into a rollcall vote and explained the positions of a yes vote and of a no vote. Budisantoso requested clarification on the meaning of abstaining during the vote. Allen provided clarification.

The Trustees voted on each candidate separately, starting with Naz. **BOT 009 18/19 Rabia Naz was appointed to serve as a Student Trustee effective immediately through May 31, 2019 with an 8-2-3 roll call vote.**

Duncan asked for a roll call vote on Barot. **BOT 010 18/19 Minesh Barot was appointed to serve as Student Trustee effective immediately through May 31, 2019 with a 9-0-4 roll call vote.**

Roll Call Votes	Start 009	009 Naz			010 Minesh		
		YES	NO	Abstain	YES	NO	Abstain
Student Trustee	Aguilar	1			1		
ASI President Designee	Ansari	1			1		
Student Trustee	Barillas	1			1		
Alumni Rep.	Budisanto so	1			1		
Vice Chair Facilities	Evans	1			1		
Student Trustee	Gil			1			1
Faculty Rep.	Greco			1			1
Univ. President's Rep.	Kienzler	1			1		
Vice Chair Operations	Kurtz		1		1		
Student Trustee	Nikopour			1			1
Student Trustee	Thai						
ASI Board Chair	Torres						
Student Trustee	Vanderhook		1				1
TSCBOT Chair	Duncan	1			1		
RSA	Wilks	1			1		
Student Trustee	Vacant						
		YES	NO	Abstain	YES	NO	Abstain
		8	2	3	9	0	4

ANNOUNCEMENTS/MEMBERS' PRIVILEGES

Budisantoso shared that scholarship applications for grad and undergraduate students ends March 15th.

Vanderhook asked when the list for tabling will be sent out for Breakfast with the Boards on Thursday.

Kienzler mentioned the Tuffy Awards, and shared that there are 12 different awards. Nominations are open on the website, and she encouraged students to nominate.

Gil asked what is the required attire is for the ribbon cutting next week. Duncan recommended they wear business casual.

ADJOURNMENT

Duncan adjourned the meeting at 3:05 p.m.



Riley Duncan, TSC Board of Trustees Chair







Susan Collins, Recording Secretary

Collins, Susan

From: Wiley, Drew
Sent: Monday, February 11, 2019 9:38 AM
To: Collins, Susan
Subject: FW: TSC Board of Trustees Vacancy Application [#8]

From: ASI <no-reply@wufoo.com>
Sent: Thursday, January 31, 2019 2:22 PM
To: Wiley, Drew <dwiley@fullerton.edu>; TSC Board of Trustees Chair <tscchair@fullerton.edu>; Allen, Keya <keyaallen@fullerton.edu>; Hernandez, Deisy <deihernandez@fullerton.edu>
Subject: TSC Board of Trustees Vacancy Application [#8]

Applicant Name *	Rabia Naz
Applicant Address *	
Primary Phone Number *	
Applicant Email Address *	
Applicant CWID *	
CSUF Major *	Public Administration
CSUF Class Level *	Graduate Student
Expected CSUF Graduation Date (MM/YY) *	12/19
What do you believe is the role of ASI on our campus and how does that role relate to this position? *	The role of ASI on our campus is to raise the voice of the students, engage students, and promote their best interest. ASI also provides different exciting opportunities for students so they enjoy and succeed during their time at the University. This relates to the Board of Trustees position because this is the team that works together and create policies with faculty and staff for the betterment of the University. This position will have to know and understand students

concerns and opinions and communicate that to the board, who has the power to change and possibly resolve the issues.

Why are you applying to the Titan Student Centers Board of Trustees? What do you hope to accomplish and/or get out of the experience? *

I am applying to the Titan Student Centers Board of Trustees, because it is my final year in graduate school and I want to give back to my Titan community in the best way I can. I have studied Public Administration because I want to be in the decision making process and serve the public; and I believe this position will allow me to be a civic servant. I hope to get a better understanding of how to balance and prioritize different interests from students. I also want to be an active listener for student concerns and satisfy students with the decisions made.

Please state any other information that you believe should be considered in this application. *

I am very honored to apply to this leadership position, because I am in a phase looking to grow my professional experience in any way I can. CSUF has exciting opportunities, such as this position for the Board of Trustees, and this is a great way to serve the public institution, students. I always seek opportunities to learn and grow, and I believe this will help me, while I help others.

Please upload your resume in PDF format. If you need help learning how to save a file as PDF visit <http://www.adobe.com/products/acrobat/print-to-pdf.html> *



**Associated Students, CSUF, Inc.
California State University, Fullerton
Voluntary Authorization for Educational Record
Disclosure**

I hereby acknowledge that I have read, understand, and agree to the preceding statement.

A. University Policy

University policy prohibits the release of personally identifiable information from the educational records of students without their prior written authorization. Exceptions to this policy include: a) release of such information to a specified list of officials with legitimate

educational interest in the record, b) the release of such information in response to a court order, health or safety emergency, or approved research project, or c) the release of public directory information which has not been previously restricted by the student.

B. Associated Students, CSUF, Inc. Authorization

I authorize Associated Students, CSUF, Inc. to access my academic transcript/record to verify my eligibility for its programs and/or positions. I understand that the information accessed may include, but not be limited to, semester and/or overall/cumulative/CSUF grade point averages, unit totals, number of semesters completed, and/or conduct/disciplinary records.

I understand the purpose of this disclosure is to ensure that I meet the minimum requirements established by the university and the ASI. I understand that this authorization will remain in effect as long as I remain involved with a position or program of the ASI and/or do not submit a revocation of this authorization to ASI Leader and Program Development. *

Digital Signature of Authorization and Certification of Application

Rabia Naz

Enter Your Name *

Enter Your CWID *



Date *

Thursday, January 31, 2019

Rabia Naz

EDUCATION:

California State University, Fullerton; Master of Public Administration

Expected December 2019

Association: National Society of Collegiate Scholars

California State University, Fullerton; Bachelors of Arts: Liberal Studies

EXPERIENCE:

Graduate Assistant for Political Science Department

August 2017 – Present

California State University Fullerton, CA

- Assist Professor in grading over 150 exams so students received feedback in a timely manner and improve their overall class performance
- Enter and update over 200 student grades in Microsoft Office Excel as a reliable resource for the Professor
- Communicate issues to Professor and answer students questions via email, in class, and outside of class through weekly office hours
- Maintain organized student documents as reference for students or Professor later in the semester
- Conduct review sessions and assisted students to enhance student's understanding of class material to result in higher performance on tests

Resource Center Intern

February 2018 – April 2018

Brea Community Center, Brea, CA

- Performed computer data entry in Excel for calculations of traffic flow in center for tracking purposes
- Updated and maintained resource manual to reflect any changes for optimal clientele information
- Assisted staff at the front desk and answered general Resource Center questions and referred citizens to available services for further assistance
- Worked in conjunction with different organizations and departments for the implementation of a community event to enhance the city through the event, Love Brea
- Maintained record of organizations involvement with their role in the event so all organizations were prepared before the event
- Assisted in the set up for Love Brea event and helped register over 300 volunteers for safety and liability purposes
- Responsible for scheduling veteran appointments and provided a reminder call to ensure program time was used efficiently

Appeals Coordinator

April 2016 – January 2017

Prime Healthcare Services, Ontario, CA

- Acted as a liaison between 40 medical facilities in the US and team oversees to gather and disseminate patient information
- Updated databases of appeals of each case received, due date, and its status for efficiency in the appeal process
- Prepared weekly reports regarding cases and informed supervisor to ensure deadlines were met
- Collaborated effectively within a team environment with case processing and reviews to make sure every appeal was handled properly
- Maintained confidentiality of patient records and files so company and federal policies were followed, such as HIPAA
- Evaluated all appeal letters to ensure patient information was accurate and made necessary corrections
- Answered calls and requests from various facilities and provided updates regarding the status of their appeal
- Met with attorney general several times a week at a different location for signatures so the process of cases was done in a timely manner
- Operated a variety of office equipment, such as fax, scanner, and printer, to save and send patient information

SKILLS:

Computer: Proficient in Microsoft Word, Excel, PowerPoint, Google Docs, Onedrive

Language: Conversational Urdu and Spanish, Beginner American Sign Language

Collins, Susan

From: Wiley, Drew
Sent: Monday, February 11, 2019 9:38 AM
To: Collins, Susan
Subject: FW: TSC Board of Trustees Vacancy Application [#5]

From: ASI <no-reply@wufoo.com>
Sent: Thursday, January 24, 2019 2:18 PM
To: Wiley, Drew <dwiley@fullerton.edu>; TSC Board of Trustees Chair <tsccchair@fullerton.edu>; Allen, Keya <keyaallen@fullerton.edu>; Hernandez, Deisy <deihernandez@fullerton.edu>
Subject: TSC Board of Trustees Vacancy Application [#5]

Applicant Name * Minesh Barot

Applicant Address *



[Redacted address information]

Primary Phone Number *

[Redacted phone number]

Applicant Email Address *

[Redacted email address]

Applicant CWID *

[Redacted CWID]

CSUF Major * Information Systems

CSUF Class Level * 500

Expected CSUF Graduation Date (MM/YY) * 05/20

What do you believe is the role of ASI on our campus and how does that role relate to this position? *

As I began my first semester in Fall 2018, I saw the Associated Student Inc. put up numerous events for the students of Cal State Fullerton. For example, pep rallies, roundtables, all night study, spoke yo truth and many more. Furthermore, ASI also offers various positions in different committees which come under the Presidential Appointee Commission and in the Street Team to help students excel themselves. As I got involved in these events and committees, I got an opportunity to bond with new students as well as faculties, learn more about the campus resources, excel individually and most importantly it helped me ease into my student life. So, drawing upon my experiences, I believe the role of ASI

on our campus is to offer every Titan an enriching student experience by helping them develop on a personal, educational and a professional level.

After having a conversation with Ms. Wendy Barillas last semester expressing my interest in being a TSC Board of Trustee, I learned that the role of a trustee is to oversee and manage the Titan Student Union, Student Recreational Center and the Satellite facilities. These Titan Student Centres offer a variety of resources and opportunities by organising social, cultural, and intellectual activities for a balanced development of the students, staff and faculty. In addition to these tasks the TSC BOT also has the responsibility of making themselves available to the students to help them and find out areas of concerns and work on it. Consequently, I believe that the duties of a TSC Board of Trustee align with the role of the Associated Students Inc. that is to help the Titans grow by providing leadership and volunteer opportunities or by organising several events and by supporting them every moment possible.

Why are you applying to the Titan Student Centers Board of Trustees? What do you hope to accomplish and/or get out of the experience? *

As I pursue my Masters at Cal State Fullerton, my goal is to have an enriching student experience and help other students do the same. My plan to achieve this goal is by being involved on campus as much as I can. For the same reason, I am a part of many clubs and organisations on campus. For example, I am a part of the Street Team where I got to learn about leadership, teamwork and made new friends. I have also been appointed as Student Representative in the Senate Information Technology Committee where I get to put forward a student's point of view. In addition to that, not only did I learn about meeting etiquettes but also improved my communication skills. Moreover, I am also a part of the Funny People Society which is an improv club on campus. Being a part of this club, I got to perform in the Titan Theatre and make the students laugh.

It's a privilege to be a contributor in these clubs. Getting involved in all these different clubs and organisations and attending various events on campus has helped me excel my skills as well as learn new ones. As I played different roles in these clubs and organisations, I got to help other students and provide a better student life experience. And this is the exact reason I am applying for the Titan Student Centers Board of Trustees position, that is to provide better experiences and new opportunities for students as well as help them excel on all fronts which in turn helps me grow and have an enriching student life.

Please state any other information that you believe should be considered in this application. *

I believe that for any position on campus, Titan Pride is a significant factor. And I have been supporting CSUF since my first day here. With Titan Pride comes campus involvement and I have always been attending pep rallies, matches, and various other events such as the homecoming, concert under the stars and many more. Not only do I try to attend

maximum events but also try to volunteer at many. For example, recently I volunteered for the Titan Resource Fair, where I worked at the general information booth to help students on their first day. Moreover, I have also been selected as an Orientation Leader, so it is another opportunity for me to help my fellow Titans. Hence, I believe that Titan Pride and campus involvement should be considered in this application.

Please upload your resume in PDF format. If you need help learning how to save a file as PDF visit

<http://www.adobe.com/products/acrobat/print-to-pdf.html> *



[tsc_bot_resume__minesh_barot.pdf](#) 214.75 KB · PDF

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California State University, Fullerton
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unit totals, number of semesters completed,
and/or conduct/disciplinary records.

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Digital Signature of Authorization and
Certification of Application

Minesh Barot

Enter Your Name *

Enter Your CWID *



Date *

Thursday, January 24, 2019

Minesh Barot

EXPERIENCE:

California State University Fullerton

January 2019

Volunteer – Titan Resource Fair

- Serviced 200 plus students by solving their queries in person.
- Maintained a register with the count of students visiting the booth per hour.
- Issued titan gear and snacks to students
- Assisted titans with the iFullerton application.

California State University Fullerton

November 2018

Volunteer – Street Team

- Arrange chairs and tables as well as decorate them
- Procure snacks from Starbucks and deliver it at the venue.
- Set up the food counter with snacks, coffee, water bottles, tissues, stirrers and spoons.
- Guide the audience members to their seat.

Mumbai University

August 2016 to May 2017

Event Administrator

- Collaborated with students and faculty members to organize cricket, soccer, and badminton competitions.
- Responsible managing the perfect execution of these events.
- In-charge for wrapping up the events within the scheduled time.
- Collaborated with students and faculty members to organize debate and poetry competitions.
- Set up the venue with mics, podiums and chairs.
- In charge of handling the participants by providing them with accommodations and snacks.

EDUCATION:

California State University, Fullerton

Expected May 2020

- Master's in information systems, Business Analytics
- GPA: 3.5

Mumbai University

May 2017

- Bachelors of Engineering in Information Technology

SKILLS:

Operating Systems:	Windows 7, 8, 10, Mac OS, Linux
Tools:	Microsoft Office, Microsoft Outlook, Dropbox, WordPress
Typing:	35 WPM
Other:	Team Player, Critical Thinking, Operations Management

PROJECTS:

Analytical Report: International & cross-cultural issues faced by Walmart

August 2018 - December 2018

- Led a team to perform a case analysis on Walmart's global ventures to create a report.
- Conducted research using the Pollak Library data base & basic internet search and gave a presentation on the topic in class.
- Software's used: MS Word, MS PowerPoint, Pitch Vantage, Pollak library database

Case Study Report: Laurier & Western company

December 2018

- Performed simple linear regression on the salary sets of two companies to determine the severance pay.
- Created a short report to explain the analysis.
- Software's used: Microsoft Excel, Microsoft Word, R Studio

Strategic Market Report: Apple mood wristbands for Apple music users

August 2018 – December 2018

- Collaborated with teammates to perform market analysis to develop a report for the launch of a new product.
- Performed information gathering by means of extensive research on the internet and by conducting surveys and interviews.
- Software's used: Microsoft Word, Microsoft Outlook, Google Docs

COCURRICULAR ACTIVITIES:

- Certification for Online Marketing Foundations.

December 2018

EXTRACURRICULAR ACTIVITIES:

- Orientation Leader at California State University Fullerton.
- Student Representative at Senate Information Technology Committee.
- Vice President of Marketing for the Business and Data Analytics Club.
- Improviser at the Funny People Society.
- Volunteer for the Street Team.

2019
2019
2019
2019
2018

The background features a dark blue gradient with a subtle pattern of white stars. Overlaid on this are several technical diagrams in a lighter blue color. These include circular gauges with numerical scales (e.g., 140, 150, 160, 170, 180, 190, 200, 210, 220, 230, 240, 250, 260), dashed lines, and curved arrows indicating motion or flow. The overall aesthetic is clean, modern, and technical.

TITAN STUDENT CENTERS BOARD OF TRUSTEE

ABOUT ME

Minesh Barot

Date of Birth: 12/23/1994

➤ HOBBIES

- Comedy
- Reading Books

➤ SHORT TERM GOAL:

- Maintain GPA
- Shoot a basket during the halftime

➤ LONG TERM GOAL

- Business Analysts
- Start a company



UNDERGRAD



➤ Bachelors of Engineering in Information Technology (2017)

➤ Campus Involvement:

- Event Administrator
- Organized a variety of events for students.
- For example: Badminton, Debate and Poetry competitions.
- Responsible for the execution of the events.



JOB OR GRAD SCHOOL?



GRADUATE



- Masters in Information Systems – Business Analytics (May 2020)

- Campus Involvement:
 - Student Representative in the Senate Information Technology Committee
 - Vice President of Marketing for the Business and Data Analytics Club
 - Volunteer for the Street Team
 - Improviser at the Funny People Society

WHY I APPLIED FOR THIS POSITION?

- Help other Titans
- To be involved on campus
- Make connections

GOALS FOR THIS POSITION

- Provide an enriching student life experience
- Encourage student participation



Student Life

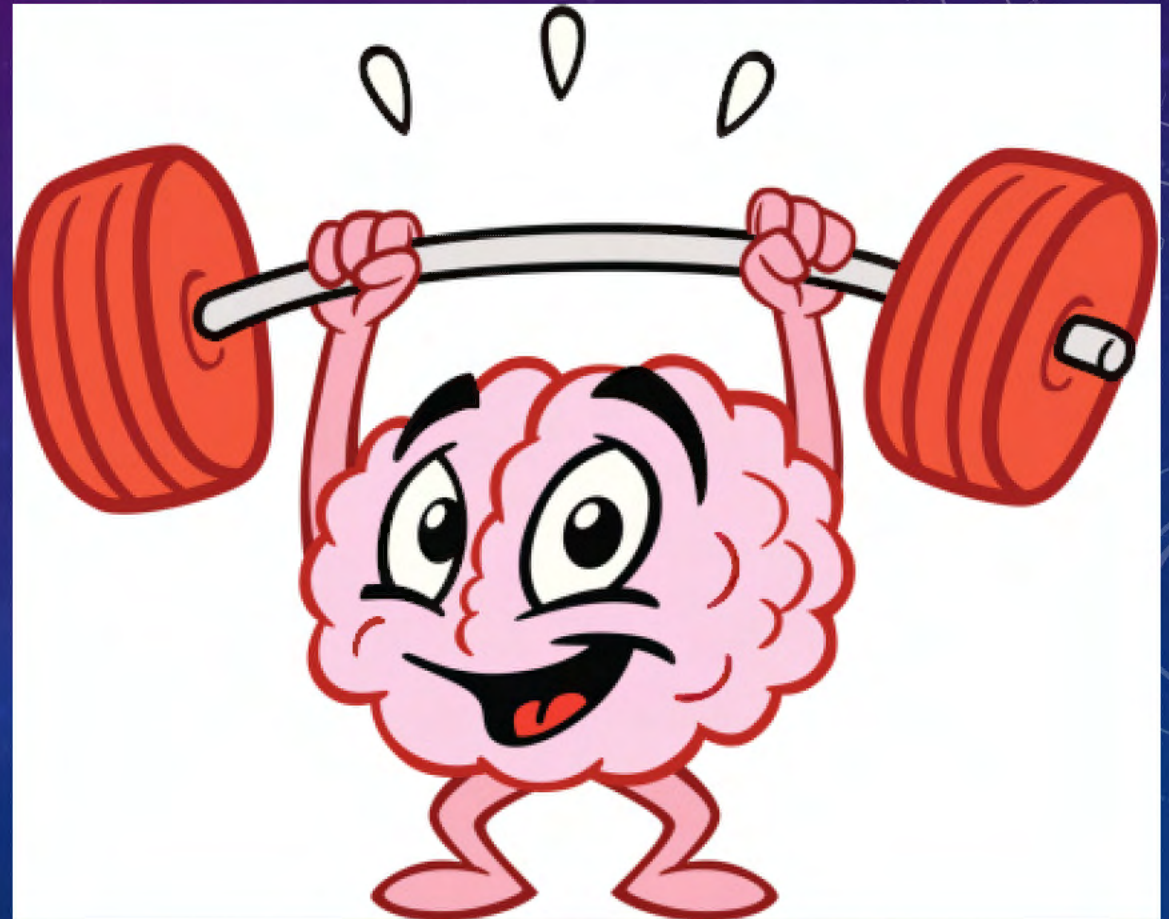
REASONS TO SELECT ME

- Titan Pride
- Supportive
- Contributor



IDEAS FOR SRC AND TSU

- Refrigerator Lockers
- Programs for Mental Health



THANK YOU!