



BCU PARDALL CENTER GOVERNANCE

BOARD MINUTES

Associated Students

DATE: **November 6, 2020**

LOCATION: Remotely Minutes/Actions recorded by: Nhung Tran (Vice Chair)

CALL TO ORDER: **12:05PM** by Pauline Her, Chairperson

A. MEETING BUSINESS

A-1. Roll Call

Name	Note: absent (excused/not excused) arrived late (time) departed early (time) proxy (full name)	Name	Note: absent (excused/not excused) arrived late (time) departed early (time) proxy (full name)
Pauline Her	Present	Alex Young	Present
Nhung Tran	Present	Sabrina Menzhausen	Present
Tamela Harris	Present	Daniel Segura	Absent
Erika Ramos	Present	Angel Diaz	Absent
Shannon Sweeney	Absent		
Jessie Liao	Present		

A-2. Acceptance of Excused Absences

n/a

A-3. Acceptance of Proxies

n/a

B. PUBLIC FORUM

n/a

C. EXTERNAL REPORTS

C1. Advisor's Report (Savannah Lee)

a. Program Updates

- i. First Floor Distribution: still closed to public, will need student led & supported proposal for resuming operation that will need to be approved by Student Affairs
 1. **COVID-19 Worksite Specific Safety Plan:** cleaning, pathways, etc
 2. Problem: Pardall is a hybrid-site to community & students
 3. Solution: amend the WSSP to include distribution focused safety protocols, have support of EVPLA, IV Task Force & Senate

ii. Beloved Community Campaign in Isla Vista

1. Asking for volunteers
2. University Driver Safety Training fee
 - a. Look for students in Associated Students with this certification already
3. Raffles and Giveaways (if extra money)
- b. Finances
 - i. no new funding requests for program operations, but Beloved is asking for \$300-500 to support their Masked Van Campaign
- c. Advisor Business
 - i. Half of Conflict of Interest Forms completed
 1. Please upload to Google Drive!
 - ii. BCU Quarterly Reports for Senate
 1. Unsure of Senate December meetings
 2. Next meeting November 18th
 - iii. Reaffirmation of Lock-in Fees
 1. Pardall Center's year to do so
 2. Recommendation: when it occurs it in the spring, take time to see progress and prep messaging as well as proactive **social media outreach**
 3. Perhaps not asking for increase in fees
 4. Alex: Reaffirmation with IVTU - Usually had plenty of approval, unsure of this year with covid
 5. Sabina: Reaffirmation with LRC - Elections Board meeting, but LRC has online resources
6. Printing is a Valuable Resource

C2. Executive Officer's Report(s)

- a. n/a

C3. Group Project/Member Report(s)

- a. Chairperson (Pauline Her)
 - i. Office Hours on Fridays 2-3PM
 - ii. Start One-on-Ones next week
 1. messaging individually on slack and email
- b. Vice Chair (Nhung Tran)
 - i. n/a
- c. Student Staff Representative (Tamela Harris)
 - i. Beloved Community Campaign in Isla Vista
 1. covid safety practices
 2. students to drive in van and distribute resources, does not have to be official student staff
 - ii. Updating Pardall Center Website
 1. Send Andy or Tamela information

- d. Student Representative-at-Large (Erika Ramos)
 - i. n/a
- e. Student Representative-at-Large (Shannon Sweeney)
 - i. absent
- f. Treasurer (Jessie Liao)
 - i. n/a
- g. IVTU Representative (Alex Young)
 - i. Who has approval for Pardall Center to be a place for printing?
 - 1. Savannah: Student Affairs, work with EVPLA and IV COVID-19 Task Force
 - a. More support of students would be good
 - b. Discuss with Angel and Daniel
 - 2. Alex: Would a letter of support be useful?
 - Senate Report
 - ii. IVTU online services continue
 - 1. Sabina is currently conducting training!
 - iii. Office hours 1PM-4PM on Mondays
 - iv. Budget for Projects
 - 1. Emergency Implementations
 - 2. Temporary wi-fi spots in Isla Vista
 - 3. Food Not Bombs
- h. LRC Representative (Sabina Menzhausen)
 - i. Working on updating budget/expenditures
 - ii. Social media campaign + email blast to promote remote services
 - 1. Have had mostly full appointment days
- i. EVPLA Representative (Daniel Segura)
 - i. AS director M asked if the Pardall center could write up if open, etc
 - 1. printing by appointment, relevant services
 - 2. need staffing protocols
 - 3. *Daniel's message: "the AS Director had asked if pardall center gov board could draft a proposal for AS Pardall Center dealing with protocols, opening it to students/closing it to public, and maybe doing lab/print visits by appointment, as well as any other procedures we think are relevant. It would also need to include staffing protocols. I believe she mentioned Savannah and Rodney might have been working on one but I haven't touched bases with them yet about it"*
- j. Senate Liaison Off-Campus Senator (Angel Diaz)
 - i. absent

D. ACCEPTANCE of AGENDA/CHANGES to AGENDA

- **Add Approval of \$500 to Masked-Van Campaign to New Business**
 - MOTION/SECOND: *Young / Menzhausen*

- Motion Language: *Motion to approve the addition of \$500 request to Masked-Van campaign to New Business*
- Action: *Consent*

E. CONSENT ITEMS

- A) Approval of our Action Summary/Minutes from 10/21/2020
 - i. **MOTION/SECOND:** *Menzhausen/Young*
 - ii. **Motion Language:** *Motion to do approve minutes from last meeting, October 21, 2020.*
 - iii. **ACTION:** *Consent called by Young*

F. ACTION ITEMS

F-1. Old Business: n/a

F-2 New Business:

- A) *Motion to approve \$500 to the Masked-Van Campaign by the Beloved Community, to fund university van driving license training with preference for Pardall Staff*
 - i) **MOTION/SECOND:** *Young/Liao*
 - ii) **Motion Language:** *Motion to call to question by Menzhausen*
 - iii) **ACTION:** *Motion passes by consent called by Young*

G. DISCUSSION ITEMS

- A) COVID-19 Worksite Specific Safety Plan
 - a. Savannah
 - i. worksite requirements
 - ii. making sure people and staff are compliant
 - iii. plans if someone gets covid
 - iv. **possibility to have plan drafts soon along with Senate Report**
 - 1. Alex and Sabina working on this proposal
 - 2. What is the direction?
 - a. Alex: working with Senators to endorse/support
 - b. Printing Services by appointment
 - i. over the summer - pick up
 - ii. Tamela:
 - 1. Summer - busy sometimes but not often, prints would be set on table blocking doorway
 - 2. would be helpful to have appointments
 - iii. Pauline
 - 1. lessen people waiting outside
 - 2. more people during the school year than the summer
 - 3. would we have the proposal (printing) open to everyone?
 - a. Alex: Yes we should since there is a lack of printing resources in Isla Vista, Pardall Center is the hub that is currently open for the community

B) Approving \$500 to the Masked-Van Campaign by the Beloved Community

a. Young: who is driving the vans?

b. Savannah:

i. approval can be specific

ii. seeing interest

1. drivers may be paid, perhaps volunteers

iii. need drivers certification fee funding

H. REMARKS

n/a

I. ADJOURNMENT

MOTION/SECOND: *Harris/Liao*

Motion Language: *Motion to call to question by Menzhausen*

ACTION: *Consent called by Young*

ADJOURNMENT: 12:52PM