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**Senate Agenda**

Associated Students

15 April 2020

Email Vote Minutes/Actions recorded by: Maggie Boyle

**CALL TO ORDER** by Alli Adam, INTERNAL VICE PRESIDENT  **at 6:32PM**

**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) |
| Dagan Addinall |  Present | Kimia Hadidi |  Present |
| Racquel Almario |  Absent | Quinn Lyon |  Present |
| Anvitha Aluri |  Present | Daniel Mitchel |  Present |
| Olivia Campos | Present | Eric Moon | Present |
| Makenalani “Roo” Cash |  Absent | Diana Reyes Carrillo |  Present |
| Benjamin Chocron |  Present | Adalis Rojas |  Present |
| Sarah Danielzadeh |  Present | Daniel Segura-Esquivel |  Absent |
| Ashley Davis |  Present | Emma Swanson | Present  |
| Justice Dumlao | Present | Kevin Sway | Present |
| Giselle Etessami |  Present | Ektaa Tendolkar |  Present |
| Tyler Ferguson | Present | Vanessa West |   |
| Austin Foreman | Present | Tianna White |  Present |

**A-2) Excused Absences**

*MOTION/SECOND: Campos/Hadidi*

*Motion language: motion to excuse us from recess*

*ACTION: Vote: CONSENT*

*Vote Taken:  6:33 PM*

Roo for entire meeting

*MOTION/SECOND: Campos/Sway*

*Motion language: motion to excuse Senator West until 8PM for the rest of the quarter*

*ACTION: Vote: CONSENT*

*Vote Taken:  6:35 PM*

*MOTION/SECOND: Hadidi/Dumlao*

*Motion language: motion to excuse Senator Almario for the entire meeting*

*ACTION: Vote: CONSENT*

*Vote Taken:  6:35 PM*

*MOTION/SECOND: Hadidi/Campos*

*Motion language: motion to bundle and approve all excused absences*

*ACTION: Vote: CONSENT*

*Vote Taken:  6:36 PM*

**A-3) Acceptance of Proxies**

**B) External Reports**

**B-1) Chancellor’s Representative**-

**B-2) UCPD Representative**-

**B-3) GSA Representative**-

**B-4) University Center Governance Board Representative**-

**B-5) IVCSD Representative-**

**C) New Business**

041520-71 Bill to Update Public Safety Commission Legal Code

 Addinall-Sway

**Addinall**

* Hey y’all the PSC just wanted to change some legal code issues
	+ Wordage
	+ Office hours and positions weird office hours switching it over

*MOTION/SECOND: Campos/Ferguson*

*Motion language: motion to table this bill for one week*

*ACTION: Vote: CONSENT*

*Vote Taken:  6:38 PM*

041520-73 A Resolution in Support of Expanding CalFresh Acceptance on Campus

 Ferguson-Tendolkar

**Ferguson**

* Stating our positional support of CalFresh expanding from the Arbor to all stores on campus
* Helps with accessibility

**Tendolkar**

* Really good idea
* Our study body can use all the support that they can get

*MOTION/SECOND: Hadidi/Dumlao*

*Motion language: motion to move this resolution into immediate consideration*

*ACTION: Vote: CONSENT*

*Vote Taken:  6:40 PM*

041520-74 A Resolution in Support of Improved Accessibility for Deaf and Hard of Hearing Students at UCSB

 White-Campos

**White**

* Hey y’all I have been working with CODE and Daevionne for a while
* Research on improving accessibility
* Providing closed captioning lectures videos
* Long process and just a resolution before Coalition for a Better UC proposes this project

*MOTION/SECOND: Ferguson/Hadidi*

*Motion language: motion to move the resolution to immediate consideration*

*ACTION: Vote: CONSENT*

*Vote Taken:  6:42 PM*

Quality of Life Ballot Changes

**IVP**

* Language changes on the ballot

*MOTION/SECOND: Ferguson/Addinall*

*Motion language: motion to move ballot work changes to immediate consideraiton*

*ACTION: Vote: CONSENT*

*Vote Taken:  6:43 PM*

041520-72 A Resolution to End the Use of ProctorU at UC Santa Barbara

 Reyes-Almario

Reyes

* ProctorU monitoring service
* Collects student data to third parties
* UCSB faculty affiliated with criminal and civil lawsuits
* Urge UCSB to end their contract and mandate faculty stop the use of ProctorU

**D) PUBLIC FORUM**-

**Dustin Garner**

* Got funding from F&B for the psychedelic conference our club was going to attend
* Since then the summit was moved online and prices are less
* Was wondering if we can we still receive the funding
* Would be getting 12 tickets
* Price would be 118.33 before April 20th or 123.64 after April 20th
* Making our totals either being $1419.96 or $1483.68
* **IVP Response**
	+ Most likely the funding is not going to be able to get to until the 20th
	+ There is a forum on the F&B website previous funding requests and what has change and if you need money lessened or increase
	+ So please go there and fill in the forum
	+ Would the increase in tickets would it increase the total amount
		- **Dustin Response**
			* No, a lot of the funding went toward rooms and gas
	+ I don’t know if they are mailing checks or processing into people’s accounts
* **Marisela Marquez**
	+ Yes, we are departments homepage mail our check to this place if there is a third vendor or payable to someone else and it can be detailed in an email

**Dylan Kupsh**

* Wanted to speaker about workers
* There are immense problems and the university needs to address these issues
* Go over what has been happening to the workers on campus
	+ All unions are in COVID affects bargaining
	+ Attempt to make changes in the workplaces
	+ Temporary work agreements and allows the supervisors to go into their houses
	+ Utility costs had increase in this and a lot of people have to upgrade their internet
	+ Paying all TAs for the privilege and that they should still work wo internet
	+ Academic researchers are now changing to COVID related studies
	+ University has ignored demand for protective equipment
	+ A lot of international workers across campus are being affected by this with their visas
		- Work requirement for their visa
	+ Emergency housing for academic student workers
		- SD they moved graduate related housing with COVID patients
	+ Increase rents throughout the universities
	+ The university has maintaining the position do not know their working conditions and housing conditions are separate
	+ Local campus fees
		- UCSB recreational fee is justified because there’s virtual exercise classes
	+ Paid administrative leave
		- Important policy
		- Ucop thing and that they have no info on it
		- Cut tutors hours in CLAS
	+ Chancellor yang not laying off any sort of workers
		- Many unions and workers aren’t going to get paid
		- The UC has been lacking luster in giving any answers
	+ Santa Cruz graduate student ta grading strike
	+ The UC fired them to dismiss continue to fire them this quarter
	+ I think it is important to fight back against the university
* **Dumlao**
	+ Is there any way we can be supportive?
		- **Dylan Response**
			* Yea we are in negotiations important to keep sharing information if you want to attend their negotiations you can contact me so I can send you the link
			* Let them know that they have resources available
			* Academic workers are undergoing a strike pledge drive
	+ Would doing a small email campaign help you at all
		- **Dylan Response**
			* Totally I think several groups doing that
* **Etessami**
	+ A lot of people have been wondering why cola because of the TAs at risk of deportation if they are fired and of course people have reasons, reason for having a wildcat strike than the union
	+ **Dylan Response**
		- Comes down to the 2018 contract negotiations
		- Created a contract that it wasn’t the greatest and gave little to workers
		- At Santa Cruz they voted down the contract so ever since discussion whether if we should organize for the 2021 contract negotiations
		- Wildcat strike
			* Union leadership are on the don’t strike side of politics
			* My understanding is that they are striking because of solidarity for Santa Cruz
			* UCSB they are saying that if they don’t do this than the Santa Cruz are going to continued to be fired and they need something now

**Kaelen Perrochet (Student Sponsor)**

* Resolution that Senator Reyes is doing
* ProctorU invades students’ privacy
	+ Access to microphone
	+ Navigates eye movement
	+ Keyboard strokes
	+ Info in your browser
	+ Terms and service doesn’t have any protection with this
* We had a lot of concerns over this take an oppositional stance
* Request to as well of terminating its contract
* Questioning of standing up for individuals
* Appreciate if you can pass this resolution
* **Mitchell**
	+ Have any other colleges used ProctorU and distance themselves before?
		- **Kaelen Response**
			* It’s critical I have been speaking about UC-wide action and they aren’t sure how to go about this and follow any strategies we use
* **Etessami**
	+ I have a class for the first time that is going to be using ProctorU what would you recommend saying to my teacher I want to implement it as best as possible would this apply for this quarter
	+ **Kaelen Response**
		- The language of the resolution UCSB admin strictly
		- Contacting your professor
		- Alternatives of ProctorU
		- Legitimate concerns
	+ **Reyes Response**
		- Asked Director of LsIT
		- I’d encourage to email their instructor to request an alternative
* **IVP**
	+ Reach out the department head and for this to be an official mandate for academics and the university
	+ Academic senate supposed to look at it and approveit

*MOTION/SECOND: Swanson/Ferguson*

*Motion language: motion to add an approval of an exception to financial policy for The Bottom Line to immediate consideration*

*ACTION: Vote: CONSENT*

*Vote Taken:  7:16 PM*

**E) Acceptance of Agenda**

*MOTION/SECOND: Ferguson/Dumlao*

*Motion language: motion to accept the agenda*

*ACTION: Vote: CONSENT*

*Vote Taken:  7:16 PM*

**F) Consent Calendar**-

**G) Action Items**

**G-1) Immediate Consideration**

041520-73 A Resolution in Support of Expanding CalFresh Acceptance on Campus

 Ferguson-Tendolkar

*MOTION/SECOND: Dumlao/Chocron*

*Motion language: motion to pass this resolution*

*ACTION: Vote: CONSENT*

*Vote Taken:  7:17 PM*

041520-74 A Resolution in Support of Improved Accessibility for Deaf and Hard of Hearing Students at UCSB

 White-Campos

*MOTION/SECOND: Moon/Ferguson*

*Motion language: motion to pass this resolution*

*ACTION: Vote: CONSENT*

*Vote Taken:  7:18 PM*

Quality of Life Spring 2020 Ballot Changes

*MOTION/SECOND: Hadidi/Dumlao*

*Motion language: motion to pass the Quality of Life edits in the ballot*

*ACTION: Vote: CONSENT*

*Vote Taken:  7:19 PM*

Approval of an exception to financial policy for The Bottom Line

**IVP**

* As isnt allowed to give out any gifts
* Giving away gift cards already in their budget

*MOTION/SECOND: Ferguson/Campos*

*Motion language: motion to move this to immediate consideration*

*ACTION: Vote: CONSENT*

*Vote Taken:  7:21 PM*

041520-72 A Resolution to End the Use of ProctorU at UC Santa Barbara

 Reyes-Almario

*MOTION/SECOND: Mitchell/Moon*

*Motion language: motion to pass this resolution*

*ACTION: Vote: CONSENT*

*Vote Taken:  7:22 PM*

**G-2) Old Business**-

040720-69 A Resolution to Establish Spring Quarter Senate Meeting Procedures

 Etessami-Ferguson

**Etessami**

* So, this is pretty simple we have implemented this anyway
* The only thing that I can point out is that if there is nothing in the agenda, we would still meet anyway to give people the chance to speak
* I’m asking everyone that they are considerate when they vote

**Ferguson**

* I reserve my right
* Important we provide a sense of consistency as a symbolic approach

*MOTION/SECOND: Dumlao/Rojas*

*Motion language: motion to pass this resolution*

*ACTION: Vote: OBJECT*

*Vote Taken:  7:24 PM*

**Sway**

* Most likely the agenda on the off chance I don’t think we shouldn’t have a meeting when we have nothing to discuss

**Segura**

* I agree that it may seem pointless and the likeness of that happening
	+ And there are resolutions to serve students and Tyler has working on resolution I think we need to keep doing this making sure students that is there going to be an association

**Campos**

* I just think we are an unprecedent not every constituent’s main priority and majority of the work should be happening outside
* More appropriate

**Dumlao**

* I think that if we don’t have anything on the agenda those meetings will be super short, so I don’t see your problem with those meetings
* Last minute thing with elections board

**Chocron**

* I totally understand why its being brought up that students’ minds are to come to public forum, and I don’t think we need to have meetings
* It is not the first thing on students’ minds

**Hadidi**

* Basically, I understand the point, but I don’t think it is up to us if people are going to come
* I know elections are going on we need to always show up
* Still showing up and doing this is especially important to do it better than we were before

**Addinall**

* I think the way we would conduct meetings is tedious and if we did an email meeting to approve minutes that saves 20 minutes
* Do public forum ahead of time I think it is a much better idea
* I don’t see the point of meeting

**Etessami**

* I can totally see why someone would not come to public forum right now
* I know that others are drowning in free time
* Unique situations that something might come up
* I hear signing for public forum before
* More uncertainty and more instability
* The problems that people have been having doesn’t go away I think that it is part of legal code that we meet every week the issue here now and if there’s only one person and founded for
* Taking away the voice of the students if we take away for public forum
* As much as I value that time, I think we can give the 20 minutes

**Sway**

* I just wanted to recap that it is important, and I would love to be there
* The resolution itself is unnecessary

**Ferguson**

* It is necessary if we don’t have anything on the agenda it establishes the weekly meetings
* Senate also has the execs reports everyone’s reports

**Dumlao**

* Are honoraria going to be working the same as last quarter if we pass this resolution
	+ **IVP Response**
		- So from the original discussion pretty much the same standards are in place
		- Personally, as the chair of honoraria committee I am going to be easy on the meetings

**Marisela**

* My only comment on this you can take this with a grain in salt
* Your leadership talking about paid administrative leave was there yet
* The executive order for paid administrative leave for students
* Invite yall to think about it the folks who most need it as honoraria working folks
* A lot of individual affects within your control is what you decide
* Understand that students that work for the association and don’t have the equivalent for honoraria

**Hadidi**

* Reserve my right
	+ We should go through the resolution and include that but also separate resolution with other BCUs

*MOTION/SECOND: Hadidi/Segura*

*Motion language: motion to pass this resolution*

*ACTION: Vote: CONSENT*

*Vote Taken:  7:46 PM*

**H) Recess**-

 **Resumed at 7:50PM**

**I) ASUCSB Reports**

**I-1) Administrative Committees**-

**I-2) Boards and Commissions**-

**I-3) Unit Reports**-

**I-4) President’s Cabinet Report** -

**I-5) Executive Director’s Report**-

**Marisela Marquez**

* If an additional resolution is crafter related to equivalency for administrative leave for student workers

**For full presentation, please see Exhibit A**

**I-6) Executive Officers’ Report** -

President

**Alison Sir**

* Thank everyone 40,000 donated to the financial crisis team
	+ Using it for grants
* Ask questions on how remote instruction is going
	+ AS has a plan for that
* Creating an AS COVID-19 task force
	+ Information and sources
	+ Advising task force
	+ All chairs of as entities on COVID-19 related issues
	+ Many entities wanted to contribute to helping students during this pandemic
	+ Lot of entities within as need
	+ Discussing where this money is going
	+ Writing the language more solidified by next week
* Vending machine
	+ Have a system of who is filing in the vending machine
	+ Stored in the meantime
	+ And brought out when campus is open again
	+ As main hallway
* Financial aid
	+ Guardian scholars
* Academic survey
	+ Academic stress don’t know how to handle at home
	+ Gathering testimonials
	+ Academic help to these students
* AS Bike shop
	+ Every meeting discusses pros and cons of each location
	+ Site 4 essential close to public transport and
	+ Site 8 same location as now
	+ Direct resolution utilizes student fees, please reach out to me or ill reach out to you
* **Ferguson**
	+ Will this be complete before you turn out?
		- **Alison Response**
			* Have the background information filled already, have the work laid out for the next president, important project for students who don’t have 24/7 access to food pantries
* **Segura**
	+ What’s the timeline if you could be done
		- **Alison Response**
			* I think it is put on a pause with everything buy the vending machine on campus and have legal contracts set in place
			* Realistically Imma make it happen I don’t want students or staff be forced to work on campus
	+ Talked about target populations and what the system was
		- **Alison Response**
			* Working with tom on how we are going to do this
			* Financial aid under 1000 students, if you qualify, they upload your perm number uploaded on the cloud swipe once a day

 Internal Vice President

**Allison Adam**

* Opened retroactive honoraria again for folks who missed the original deadline
* Raquel made those forums on the F&B website; memo be sent out
* My office to addition to other execs donated money to buy the masks student health will be giving those out and wearing them around
* Execs talked about in our meeting would like to see graduating folks from as and try to make as stoles
* Strategic vision chairing with Swanson on the food bank transfer association

**Hadidi**

* I was going to say is there obviously postponed but where is it at with coming up with a design or ordering process
	+ **IVP Response**
		- Just to have it done till the end of the quarter

**Dumlao**

* I’m down to take part of this project

 External Vice President of Local Affair

 External Vice President of Statewide Affairs

 Student Advocate General

 **I-7) Senator Representative Reports**-

**Campos**

* IVTU has been really busy
	+ Might have a potential funding proposal

**Danielzadeh**

* Program board a lot of online stuff
	+ Up for reaffirmation
	+ They have been getting a lot of backlash about student fees

**Dumlao**

* HRB continue meeting online
	+ Interactive online stuff
* AS award nominations

**Etessami**

* Excited because last quarter wrote a resolution with Yehuda
	+ Meeting with someone from MSA about this
* Going to get some sustainability education on GauchoFyi if anyone wants to help me would with that

**Ferguson**

* LHP their researchers weren’t paid and were paid hourly wages
	+ They want to transition to honoraria then hourly pay

**Foreman**

* Bike comm
	+ Moving forward with the bike path project
* Weekly email blasts for their members
* CFF
	+ Processing the grants as soon as possible to the recipients

**Moon**

* Lobby Corp had their first zoom meeting of the quarter

**Rojas**

* PMHC is holding a virtual spring insight for incoming freshman

**Segura**

* Queer Commission
	+ Remote projects and collaborating with other orgs
* Pardall center
	+ Meeting next week
	+ Projects changing the sign couldn’t move forward with
	+ Reaching out to fill out our next years board
* Action collaborative board
	+ Committee of students advocating for different groups on campus

**Sway**

* Composting IVCC requesting additional funds for electric bikes and other things
	+ They are in need of a warehouse, thinking of a park
	+ Meeting tomorrow larger scale with embedding it in the city

 **I-8) Administrative Reports**-

**J) Committee Reports**

 **J-1) Standing Committee on Finance and Business**-

 **J-2) Standing Committee on External Affairs**-

 **J-3) Standing Committee on Internal Affairs**-

 **J-4)** **Standing Committee on Food Insecurity-**

 **J-5) Group Project and other Temporary Committee Reports**-

**K) Minutes and Allocations:**

 **K-1) Senate Minutes**

**K-2) Administrative Committees Minutes**

**K-3) BCU Minutes**

SCORE 04/06

CODE 4/8

Book Bank 4/8

ZWC 4/8

HRB 4/9

Womxn’s Comm 4/10

IVCRC 4/10 4/13

Bike Comm 4/13

EJA 3/30 4/6

PMHC 4/13

SCORE 4/13

COSWB 4/13

CAB 4/13

Living History 4/13

EJA 4/13

ASPB 4/13

EAB 4/13

IVTU 4/14 4/13 4/13

Coastal Fund 4/14

TSA 4/13

Eboard 4/114/14

*MOTION/SECOND: Hadidi/Ferguson*

*Motion language: motion to bundle and approve all BCU minutes*

*ACTION: Vote: CONSENT*

*Vote Taken:  8:40 PM*

**K-4) Standing Committee Minutes**

F&B 3/2

*MOTION/SECOND: Ferguson/Hadidi*

*Motion language: motion to approve F&B 3/2 minutes*

*ACTION: Vote: CONSENT*

*Vote Taken:  8:41 PM*

**L) Appointments**

**M) Discussion Items**

**N) Remarks**

**O) Adjournment**

*MOTION/SECOND: Ferguson/Moon*

*Motion language: motion to go into recess*

*ACTION: Vote: CONSENT*

*Vote Taken:  8:42 PM*

**EXHIBIT A:**

**Executive Director Report, Post COVID-19**

ZOOM, platform

April 15, 2020

Open Recruitments:

* **Administrative Support Specialist**: I have extended an offer, and the appointment is not finalized yet.
* **AD Business and Services**: Interview of 3 candidates taking place currently and finalists will be forwarded to me next week.
* **IV Community Advisor**: committee continues on their work-- moving forward this week.
* **Community Financial Fund**: I’ve finalized the approval process to post (open a search) for a career position for CFF Advisor. We’ve included in this position, a new function that includes supporting Basic Needs resources in addition to advising F&B, and CFF.

Limited appointments:

**Bike shop Lead Mechanic**: Bryant Hernandez started a limited appointment with our department on Monday, April 13. Bryant is working full time as the Bike Shop Lead Mechanic, supervised by Adam. Bryant has been working at the Bike Shop as a student employee and his experience and skills are welcomed and a great addition to our team

Annual Evaluation of Career Staff

We have now received guidance from VCSA and/or HR and performance evaluations have been postponed along with merit increases to next Fall 2020.

POST – COVID Departmental Internal Operations

Our Director of Internal operations, Ed Schatz, has developed and distributes guidance weekly to all of our staff. I’ve excerpted some of these internal changes for your use and knowledge.

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* On-campus work: any staff member (career or student) needing to be on campus regularly for part of their work schedule, must first notify me and receive her formal approval for an exception to remote work before proceeding. Brief, one-time campus visits to gather materials or supplies do not currently require this but in such cases, please inform your supervisor prior to doing so. In either case, please update the recently created Remote Work Calendar of your work location.
* Facilitating student group meetings: for student groups that we advise which are continuing to meet remotely, please ensure these 4 points are covered for every meeting:
* a) A written agenda of discussion topics
* b) Publicly post the time/virtual place the meeting will take place
* c) Designate a minute taker to take meeting minutes
* d) Provide information on how to reference posted minutes/ask questions as relevant
* Regarding iClickers from last quarter, please instruct all to mail it to AS Admin (with their name and contact info) as both the Cashiers & Ticket Office and AS Admin are closed to walk-in traffic.
* Per a message from Gary Mac Pherson (Vice Chancellor for Administrative Services), all campus buildings, including Cheadle Hall, will remain locked. Only those with pre-authorized keys/access cards will have entry access. Please see his message for additional details.
* Please provide update info regarding your area’s services/availability that needs communicating to the campus community to JudyAnn. She will continue to update the AS and homepage website with relevant information that you provide her. [*https://www.as.ucsb.edu/spring-quarter-status/leave-request/*](https://www.as.ucsb.edu/spring-quarter-status/leave-request/)
* All contracts/agreements that may need postponement or cancellation to Ed and Marisela for review and assistance.
* Reminder: all Temporary Telecommute - Remote Work Agreement forms should be completed for career and student staff and turned in to Marisela. Please expedite if any are outstanding.
* If you are not familiar with the Shoreline engagement platform, please take a few moments before this week’s Staff meeting to to login and take a look as it will be a discussion topic. The division is asking that we use this platform as one of our means for communicating to students this quarter. The link is <https://shoreline.ucsb.ed/>.
* Regarding the remote requisition process --Cindy and Anjum, and I are finalizing the related elements and will be providing an update at next Senate meeting and in consultation with our external auditors.
* If you or any students you know are struggling financially refer them to the Financial Crisis Team for assistance:    <http://food.ucsb.edu/about/committees/financial-crisis-response-team>
* If there are students or staff who are concerned about their personal finances and they are in the process of paying back their student loans, the link below will be a valuable resource. Borrowers have until October 1 to pause payments with no      penalty. No interest will accrue and the skipped payments will still count for programs like the Public Service Loan Forgiveness program [https://ticas.org/covid-resources-for-student-loan-borrowers](https://ticas.org/covid-resources-for-student-loan-borrowers/)/
* If you or any of your entities are in need of using the AS Concert - Lecture Agreement template, please facilitate the signing process by first having the person you want to contract with (supplier/artist) sign the template, scan and email it back to you. The template will then need to be forwarded to Marisela for her approval signature. Please also have the supplier/artist mail their signed original copy to AS Admin. As usual, the Agreement will need to be submitted with the usual required documents including an AS Requisition.
* As you may have heard, Zoom’s recent expanded use has also made it a bigger target with would-be hackers. It is therefore important that you ensure Zoom is updated on your computer. Oscar has provided helpful guidance for doing so on April 3rd on the Slack Staff channel.
* If you are in need of facilitating a remote presentation via Zoom, you will likely need to set up a webinar and not a Zoom meeting. Zoom webinars allow for a greater number of attendees and allow the facilitator more control over attendee interaction. Regular accounts cannot host webinars so you will have to request it as an add-on, but please only do so if you need to host a large event. Sean provided some additional information on April 2nd in the Slack Staff channel.
* Where’s my Check? Sean’s team has added a very helpful e-form on the AS website home page for students who need to request a check from AS Admin. If you receive any related questions from students, please refer them to this site rather than to Cindy or Anjum. Please also take a look at the request form if you have not already done so.
* A new learning opportunity for staff/students was introduced : Gender Recognition Act Module (a course that provides information on new state legislation that established a third gender category (nonbinary) and guidance on what actions UCSB employees can take to create a more welcoming campus for nonbinary people). The course can be located in the UCSB Learning Center.

Questions and Answers Regarding Paid Administrative Leave for Students

Student Affairs has sent a few updates regarding questions recently submitted by division departments:

 Q. Will more administrative leave be granted given the pandemic will be going longer than expected?

A. This is being discussed at the system-wide level but no decision has been made.

Q. Can employees cash out vacation now or get an emergency loan from the university?

A. Neither option is being discussed at this time.

Q. Will there be any incentives for the option of early retirement?

A. Although UC has utilized this kind of strategy in past economic downturns, this option is unlikely at this particular time.

Q. Should I approve a request to use administrative leave for the entire quarter?

A. Approval for administrative leave should be done on a bi-weekly or monthly basis, similar to the timing of timecard approvals.

Q. How do we calculate administrative leave for an employee on ERIT?

A. Even though employees on ERIT receive full benefits, Administrative Leave for employees on ERIT should be pro-rated for the amount of time they are usually scheduled to work.

Q. Does the age of an employee's child make any difference as to whether they are eligible for administrative leave?

A. No, if someone has children at home who are in pre-school and/or secondary school, they are eligible for administrative leave.

My Time

* Working on continuing to help transition all of our operations onto remote work.
* Onboarding new staff, meeting with managers and staff
* Meeting with Execs weekly and with the President
* Supporting the division of student affairs and campus-wide efforts as needed
* Available for meetings, and appointments (my office hours are by appointment and on Fridays 2-5pm).
* Continuing support of the permanent bike shop..sitting on the bike shop bldg.. committee.

Response to COVID-19 Pandemic: Students and Staff immediately organize to respond to the challenges of pandemic.

* All prior Commitments by Finance and Business will be honored.  New requests are also possible.
* Student entities are transitioning work to online/remote work (in person and remote Admin, Food Bank, KCSB, Edible Garden) All physical distancing is observed.
* Elections Board is transitioning to online process