ASSOCIATED STUDENTS, INC.
California State University, San Bernardino

BOARD OF DIRECTORS MINUTES SEPTEMBER 25, 2026

The meeting was called to order by President, Amira Shalabi at 1:01 p.m.

Present: Amira Shalabi, Samantha Coronado, AJ Fernandez, Dante Ramirez (Zoom), Heather Sharp, Alanna 'Milo' Meza, Seth Whiting, Kennedi Jones, Melanie Radan, Jason Hicks, Dhruvil Kumbhani, Kim Hunsaker, Dr. Haakon Brown (Zoom), Dr. Matthew Smith and Dr. Michael Rister.

Absent: Taslima Mozumder.

Guests: Swikar Polkharel, Marina Stone, Johan Rosales, Alondra Lopez (Zoom), Melanie Huerta (Zoom) and ASL Interpreter (1).

APPROVAL OF THE MINUTES:

The minutes of September 11th were approved.

ADOPTION OF AGENDA:

The agenda was adopted.

EXECUTIVE OFFICER REPORTS:

President: President Shalabi attended the following: Vote and Vibe, Pizza with the Vice Presidents, Palm Desert State of The City, the Santos Manuel Student Union (SMSU) Board of Directors Meeting, the virtual California State Student Association (CSSA) Plenary and a meeting with President Gomez. She will meet with President Gomez again on Wednesday, September 30th. The next voter engagement event will be held in October where she will table on behalf of CSSA.

Executive Vice President: Ms. Coronado met with the Police Advisory Council and the Philanthropic Foundation. She attended the SMSU Board of Directors Meeting. The Vacancy Committee interviewed candidates for vacant Board positions.

Vice President of Finance: Mr. Fernandez attended Pizza with the Vice Presidents. The Office of Student Leadership and Engagement (OSLE) has begun the Club Allocation Budget (CAB) funding process. He gave a brief financial update on expenditures from the following accounts: PDC Programs and Events, Grant and Service Programs, CAB and the Activities Committee.

Vice President of Palm Desert Campus: Mr. Ramirez attended Pizza with the Vice Presidents. He had a meeting with the PDC Administration to discuss expanding the items being offered in the Rancho Mirage Student Center (RMSC) refrigerator system.

EXECUTIVE DIRECTOR REPORT:

Executive Director: Dr. Rister reminded students that the required Title IX training was assigned to them through the CSU Learn module; students must complete the training as soon as possible or a hold will be placed on their record that will prevent them from registering for the following semester. The Diversity, Equity and Inclusion (DEI) Board Fall Retreat will be held next week; participants from across campus will be divided into committees and funding will be allocated to support DEI initiatives. The Office of Student Research (OSR) funding had low usage toward the end of the previous year due to staffing changes within the department. Interim staff are now in place. Students are applying for funding to support travel, conferences and doctoral presentations. OSR will provide ASI monthly reports detailing students who have been approved for funding and students who have already received funding; the reports will be provided at the end of each month.

ASI COMMITTEE REPORTS:

Programs: Ms. Stone is working on adopting the ASI Social Media Influencer program. She is preparing for Peak. Mr. Rosales conducted interviews for the San Bernardino Programs Specialist. Activities Committee appointments will be placed on the agenda in the upcoming weeks. Ms. Stone gave the following report on behalf of Ms. Lopez: 81 students attended Pizza with the Vice Presidents. They assisted the RMSC with Lemonade Lessons and Lunch with the Recreation and Wellness Director. Wicked Nights will be held next week.

NEW BUSINESS:

BD 52-26 Appointment of Patricia Romo-Tirado as a student-at-large representative to the ASI Finance Committee.

Passed unanimously.

BD 53-26 Appointment of Heather Sharp as the ASI Executive Vice President Pro-Tem.

Passed unanimously.

BD 54-26 Discussion on the establishment of Google Groups for the ASI Board of Directors each academic year.

Mr. Hicks stated that while attending PDC, he was enrolled in the official Google Groups used to share event information, announcements and news regarding both campuses. Since transferring to the San Bernardino campus and being elected Disabilities representative, he no longer receives updates regarding PDC. His goal is to establish the system within ASI so that the Board of Directors will receive continuous updates for both campuses regardless of their campus of enrollment.

Dr. Rister stated if this were established, it would be set up through the Board of Directors' emails so that it would always be available.

Mr. Hicks stated that as an ASI representative and a student, he wants to make sure that the Board addresses all concerns regardless of their role.

Discussion closed.

BD 55-26 Discussion on the development of a transparent relationship with the ASI Disabilities representative and other CSUSB departments to ensure accommodations for SSD students around campus and in the classroom.

Mr. Hicks stated that many campus accessibility and maintenance issues can impact students with disabilities. He explained that things like sufficient lighting are important, as it allows students to see clearly and copy information from the classroom board; if the lights are flashing, it could potentially cause a distraction for a disabled student. Students often have difficulty identifying the appropriate person to contact when they experience disability-related concerns and may feel as though they are repeatedly being redirected while trying to find the necessary resources. There are also potential liability issues, as broken chairs or other unsafe conditions could cause a problem for students. He proposed implementing a system where campus spaces could be checked on a regular basis and documented to ensure that lighting, chairs, desks and other facilities are functioning properly. He emphasized the importance of identifying who is responsible for conducting these checks and addressing these concerns, rather than placing responsibility on students or professors.

Ms. Sharp stated that in the Arts and Letters department she has seen similar issues.

Dr. Smith stated that these concerns can be brought to the Division of Student Affairs (DSA). He recommended documenting the issues currently affecting students so they can be addressed and resolved.

Dr. Rister stated that each director should pay attention to the concerns taking place within their respective areas. He suggested that ASI incorporate classroom checks into its existing safety walks around campus. ASI could use a check-off sheet to inspect classrooms for issues such as lighting and chairs, like the current safety walks. Facilities staff are present during the safety walks and document issues with follow-up reports regarding the concerns identified. He suggested incorporating one or two buildings into each safety walk to conduct these classroom checks at the same time.

Dr. Rister deferred to Ms. Stone who stated that safety walks could be expanded to include the interiors of campus buildings. The Board of Directors could conduct safety checks within buildings associated with their respective colleges rather than attempting to check every building at once.

Ms. Hunsaker recommended getting in contact with the Facilities Services Center.

Ms. Meza suggested conducting a Safety Walk inside each building every one to three days.

Mr. Hicks suggested creating a submission box where students can share concerns or observations about issues they encounter on campus. Students may notice an issue while parking or walking around campus and could submit those concerns once they arrive at the ASI office. This would provide ASI with additional information about issues occurring across campus. President Shalabi deferred to Ms. Stone who explained there is a similar program on the ASI website called Your Howl Matters.

Discussion closed.

BD 56-26 Discussion on requiring campus departments to notify the ASI Board of Directors of all announcements regarding campus construction projects.

Mr. Hicks stated that he received multiple emails from Services to Students with Disabilities (SSD) and CSUSB regarding construction projects and observed a gap in collaboration between SSD and other departments involved in these projects. It is important for ASI to be involved in the planning and coordination of campus construction projects to address accessibility concerns. ASI's involvement throughout all stages of construction projects would help ensure the needs of students with various disabilities are considered. He expressed interest in developing stronger partnerships between ASI, SSD and other departments involved in campus projects.

Dr. Rister stated that campus-wide emails are often sent after decisions have already been made, leaving little opportunity for feedback. He suggested that departments involve ASI earlier by sharing proposed changes and requesting feedback on how they may affect students.

Mr. Hicks emphasized the importance of considering how construction projects and parking changes may affect students with mobility disabilities, including wheelchair users and students with cerebral palsy. He stated that ASI's involvement would allow students' perspectives to be considered throughout the entire scope of a project and help identify potential impacts that may otherwise be overlooked.

Dr. Smith stated that SSD may be invited to provide input during construction planning, but Facilities Planning also has staff responsible for considering accessibility and inclusive design. He suggested working with Facilities to determine how student input can be incorporated into the planning process and how ASI or other student representatives can participate.

Discussion closed.

REPORTS:

External Affairs: Mr. Kumbhani hosted Vote and Vibe on September 15th; over 200 students attended the event. CSUSB is currently sixth campus-wide and third overall in the CSU

Systems for the CA Ballot Bowl. He will host Vote and Vibe 2.0 on October 15th. He attended the virtual CSSA Plenary where they discussed the preparations for the California Higher Education Student Summit (CHESS).

College of Arts and Letters: Ms. Sharp is planning the Arts and Letters Showcase. She had a meeting with the directors of the Robert and Frances Fullerton Museum of Art (RAFFMA).

College of Natural Sciences: Mr. Whiting is developing additional support resources and representation for students in Natural Science majors that will help them balance their academic and campus involvement.

College of Social and Behavioral Sciences: Ms. Meza attended Pizza with the Vice Presidents. She is planning an event and would like to include sororities and fraternities. She gave a presentation on ASI in her classes.

Athletics: Ms. Jones attended the Student-Athlete Advisory Committee (SAAC) meeting. The committee will meet with the Athletics Directors to discuss ways to increase engagement among student athletes at different events. There will be Coyote Calls for Men's Soccer at 11:00 a.m. and Women's Soccer at 2:00 p.m. on September 27th.

Clubs and Organizations: Ms. Radan contacted different clubs to identify the resources they may need and plans to attend their meetings to better understand their concerns. She is planning an event for next semester.

Students with Disabilities: Mr. Hicks commended the ASI Marketing Team for its Instagram content recognizing the International Week of the Deaf. He highlighted the six videos posted throughout the week which included teaching a different sign each day and providing general education about the deaf community.

ANNOUNCEMENTS:

Ms. Hunsaker stated that Staff Council will be holding their first meet-and-greet on Wednesday, September 30th from 11:30 a.m. to 12:30 p.m.

President Shalabi stated that an additional ASI and SMSU Professional development meeting will be held on October 2nd. The Senator Reyes Young Legislators will visit the campus on October 2nd from 11:30 a.m. to 1:00 p.m.; if the Board is interested in attending, they must RSVP. The Board of Directors meetings scheduled at PDC have been postponed; the Board will be updated once the dates are changed.

MOTION TO ADJOURN

Meeting adjourned at 2:15 p.m.

Samantha Coronado
Executive Vice President