



# 11/12/2025 A.S. Board of Directors Meeting

## Minutes

Associated Students San Jose State University  
11/12/2025 3:00 PMPST

@ Student Union Meeting Room 1A, Zoom: <https://sjsu.zoom.us/j/85916216835>

### I. Call to Order

Chair Agustin calls the meeting to order at 3:04 PM.

### II. Land Acknowledgement

Chair Agustin reads the land acknowledgement.

 [Land Acknowledgement.pdf](#)

### III. Roll Call

The recording secretary completes roll call.  
*Quorum met.*

### IV. Approval of the Agenda

#### **Motion:**

Chair Agustin recommends a motion to approve the agenda.

Motion moved by Director Subramanyan and motion seconded by President Gambarin.

#### **Motion:**

President Gambarin recommended a motion to remove Action Item 9 from the agenda.

Motion moved by President Gambarin and motion seconded by Director De Oliveira.

Vote: 11-0-0, Motion Passed.

#### **Motion:**

President Gambarin recommended a motion to remove Action Item 10 from the agenda.

Motion moved by President Gambarin and motion seconded by Director De Oliveira.

Vote: 11-0-0, Motion Passed.

#### **Motion:**

Vote: 11-0-0, Motion Passed.

### V. Consent Agenda

If passed by unanimous consent of the Board of Directors, all items listed will be approved simultaneously. Items can be pulled for separate discussion at the request of a Board member without a motion or a second.

A. Approval of the Minutes

 [10.22.2025 A.S. Board of Directors Meeting Minutes.pdf](#)

B. Action Item: Appoint Ash Chavez to Lobby Corps as a Student-at-Large

Director Akin is appointing Ash because they understand advocacy as listening, following up, and pushing for real change. Ash cares about making resources like the BayPass more accessible and leads in a way that's committed, driven, and genuinely supportive of others. They're a problem-solver who consistently shows up and is ready to grow in public speaking and lobbying. And importantly, Ash is willing to engage with people they disagree with and think critically through conflict, which is exactly the mindset Lobby Corps needs right now.

 [Student At Large Application - Ash Chavez.pdf](#)

C. Action Item: Appoint Abeeja Wilson to Lobby Corps as a Student-at-Large

Director Akin is appointing Abeeja Wilson because she approaches advocacy with intention and clarity. Abeeja actively keeps herself informed through multiple sources and seeks balanced perspectives, which shows she's not just reacting to dialogue; she thinks critically before acting. Her leadership style is driven, focused, and collaborative, and she naturally steps into the role of an organizer who brings structure and direction to a team. Abeeja is passionate about addressing exclusion and believes advocacy starts with identifying the real issues impacting students, which aligns directly with Lobby Corps' mission. She's also committed to growing her ability to articulate ideas clearly and wants to be deeply involved in student leadership. Her mindset, discipline, and desire to contribute to meaningful change make her a strong addition to Lobby Corps.

 [Student At Large Application - Abeeja Wilson.pdf](#)

D. Action Item: Excuse Director Mallari from Office Hours for 11/24-11/25

Director Mallari will be going back to her hometown on 11/21 and won't be present for her office hours.

E. Action Item: Excuse Director Subramanyan from Office Hours for 11/24

Director Subramanyan will be traveling to India due to personal obligations, so she won't be present for her office hours.

VI. Public Forum

Public Forum is intended as an opportunity for any member of the public to address the Associated Students Board of Directors regarding any issues affecting SJSU students. Speakers are allowed 3 minutes each to speak. Please sign in on the clip board if in person or if you are online sign in using chat for minute recording purposes.

No public forum.

VII. Interim Executive Director's Informational Report (4 minutes)

Interim Executive Director Kingson Leung shared community building highlights, including the Legacy Month Rooted Festival and the 18th annual Fire on the Fountain, which had about 3,500 attendees. He reported that Transportation Solutions completed a soft launch of their GoPass. He also mentioned that the Spring 2026 cohort for the Sembradores Program will open soon. Kingson provided updates on other departmental events and projects, noted an increase in Print Shop revenue due to high demand, and reminded the committee about upcoming scholarship receptions next week and continued SEC recruitment.

 [ED Report 11.12.2025.pdf](#)

#### VIII. University Administration's Informational Report (3 minutes)

University Representative Heather French shared that a strategic plan project is about to launch and extended an invitation to the board to join this limited-time group. She also mentioned the TPM workshop happening next week and reminded everyone to complete the mandatory TPM training. She noted that Donuts with the Dean will take place on Friday and applauded the strong turnout at Fire on the Fountain.

#### IX. Student Union's Informational Report (3 minutes)

President Gambarin noted that the SU Board of Directors has not met since the last report.

#### X. Action Items

##### A. Unfinished Business

##### B. New Business

1. Discussion Item: Quarter One Financials (Presenters: Jim Westbrook, Rishika Joshi)

Controller Joshi and Financial Planning and Analysis Special Assistant Jim Westbrook will present the financials update from Quarter One for the A.S. Organization.

 [Board report 9 30 2025.pdf](#)

Controller Joshi shared and reviewed the Quarter One financial report. Jim joined the meeting via Zoom.

2. Discussion Item: CFAC Instructional Related Activity Fee Update (Presenters: Mari Fuentes-Martin)

A representative from CFAC will share updates regarding the Instructional Related Activity Fee Timeline.

Representative from CFAC, Susanne, a consultant with Student Affairs, provided updates from the CFAC committee and the work they have been doing. She explained what CFAC is and began by outlining the committee's membership, noting that most voting members are students. She also discussed the referendum and alternative consultation

processes, reviewed fee policies, and went over different campus fees, including the history of fees such as the SSETF.

**Motion:**

(4:02 PM) Chair Agustin recommended a motion to return to the item.

Motion moved by Controller Joshi and motion seconded by President Gambarin. Vote: 11-0-0, Motion Passed.

Susanne explained the efforts the committee has been working on. Interim ED Leung asked if anything could be shared about the proposal, and Susanne noted that discussions are still ongoing. Director Mallari asked when the committee would receive an update, and Susanne stated that they will know on December 4.

Point of personal privilege was granted to Director De Oliveira at 4:03 PM.

3. Discussion Item: First Read of MOU to Approve \$62,841.90 from A.S. Reserves for Transportation Demand Management Plan (Presenters: Kingson Leung, Guests: Shannon O'Halloran)

Transportation Demand Management reduces traffic and parking demand by distributing trips across multiple modes of transportation. By analyzing existing alternative transportation and parking conditions, TDM plans identify cost-effective strategies. Associated Students is requesting 50% of the funds to cover the cost of the TDM plan.

 [SJSU TDM Plan - Arup 08-11-2025.pdf](#)

 [TDM Plan SJSU, 2025.pdf](#)

 [MOU TDM Plan Draft.pdf](#)

 [TDM Project Management Memo Draft.pdf](#)

Interim ED Leung explained what Transportation Demand Management does and reviewed the Memorandum of Understanding between Associated Students Transportation Solutions and San José State University. Director Subramanian asked where the \$62K would go, and Interim ED Leung clarified that AS will cover 50% of the total \$125K cost. (4:08 PM) Director Subramanian asked a clarifying question about whether the funds were being used to create the plan. Interim ED Leung provided a breakdown, and Director Subramanian then asked what the campus would do if the plan does not move forward after the money is spent. Shannon from Transportation Solutions explained that no new

parking garages will be constructed; instead, the plan will focus on maximizing the limited space currently available. Chair Agustin asked whether this would be an annual expense or a one-time cost. Interim ED Leung confirmed that it would not be annual and would only occur as needed.

4. Action Item: Approve \$442.17 for the "Build One, Make One" Activity during the Hunger & Homelessness Resource Fair

Director Brown is requesting funding for the "Build One, Make One" Activity during the Hunger & Homelessness Resource Fair.

 [Hunger & Homelessness Resource Fair Activity.pdf](#)

**Motion:**

Chair Agustin recommends a motion to open the action item.

Motion moved by Director Brown and motion seconded by President Gambarin.

Director Brown explained that this is one of the initiatives she has planned for the semester. She described what the activity will involve and what materials are needed for the event. Chair Agustin asked if she has a scheduled time for everyone to help assemble the bags, and she said she will let the board know.

**Motion:**

Vote: 10-0-0, Motion Passed.

5. Action Item: Approve \$532.00 to Provide Meal Swipes to Students

Director Brown is requesting funding to provide meal swipes to students.

 [Meal Swipes Funding Request.pdf](#)

**Motion:**

Chair Agustin recommends a motion to open the action item.

Motion moved by Director Subramanyan and motion seconded by Director Paredes.

Director Brown shared that she believes this will be a strong initiative, allowing the office to have meal swipes available for students in need. President Gambarin thanked Director Brown for bringing this forward and agreed that it would be a valuable effort. Director Jha asked how the 30

swipes would be distributed, and Director Brown explained that they will collaborate with SJSU Cares and use a first-come, first-served model. Director Mallari asked whether the board would continue funding this initiative if it proves successful. Director Charles expressed her appreciation and asked how they plan to reach students who are not on social media. Director Brown noted that she will ensure the forms are clear and accessible. Director Subramanyan recommended adding a question on the form asking students to briefly explain why they are in need of a meal. Dr. French also thanked Director Brown for her work and suggested exploring potential campus dining discounts in the future.

**Motion:**

Vote: 10-0-0, Motion Passed.

6. Informational Item: Explanation of Interim Executive Director Evaluation Logistics (Presenters: Katelyn Gambarin)

President Gambarin will discuss the Executive Director evaluation process and timeline.

President Gambarin explained the process and timeline for the Executive Director evaluation.

7. Action Item: Remove President Gambarin from the Lobby Corps Committee for Spring 2026 (Presenters: Katelyn Gambarin)

President Gambarin will be unable to serve on Lobby Corps due to a class conflict.

**Motion:**

Chair Agustin recommends a motion to open the action item.

Motion moved by President Gambarin and motion seconded by Director Brown.

President Gambarin explained that she has a class next semester during the committee meeting time and will not be able to attend.

Point of personal privilege was granted to Director Subramanyan at 4:28 PM.

**Motion:**

Vote: 9-0-0, Motion Passed.

8. Action Item: Appoint a Director at Large to Serve on Lobby Corps Committee

Lobby Corps meets every 1st and 3rd Wednesday of the month from 4:30-6pm.

**Motion:**

Chair Agustin recommends a motion to open the action item.

Motion moved by President Gamabrin and motion seconded by Director Jha.

Re-recognized Director Subramanyan at 4:30 PM.

**Motion:**

President Gambarin recommended a motion to table the item to the next meeting.

Motion moved by President Gambarin and motion seconded by Director Akin. Vote: 10-0-0, Motion Passed.

9. Action Item: Appoint a Student to the Outstanding Professor Award Committee (Presenters: Katelyn Gambarin)

Please see the attached items for the committee description and timeline.

 [S13-6 Campus Faculty Awards timeline for 2025-26.pdf](#)

 [Campus Faculty Awards Descriptions.pdf](#)

Item removed.

10. Action Item: Appoint a Student to the Outstanding Lecturer Award Committee (Presenters: Katelyn Gambarin)

Please see the attached items for the committee description and timeline.

 [S13-6 Campus Faculty Awards timeline for 2025-26.pdf](#)

 [Campus Faculty Awards Descriptions.pdf](#)

Item removed.

11. Informational Item: Associated Students Marketing Department Presentation (Time Certain: 3:30pm, Max: 5 minutes) (Presenters: Dane Paul Andres)

Interim Executive Director Leung and the A.S. Leadership Team are committed to ensuring that the Board of Directors has comprehensive knowledge of the A.S. Departments. To facilitate this, during each meeting this fall semester, one or two AS Departments will present a informational item, providing deeper insights into their areas of focus. Each presentation will be a maximum of 5 minutes.

 [Associated-Students-MARKETING-DEPARTMENT.pdf](#)

Dane and three team members from the A.S. Marketing Department presented their department overview. They introduced their team, discussed their roles, shared a marketing performance snapshot, highlighted their impact and award-winning creative work, and outlined their goals.

12. Informational Item: Associated Students Events Department Presentation (Time Certain: 3:35pm, Max: 5 minutes) (Presenters: Andrea Manucat)

Interim Executive Director Leung and the A.S. Leadership Team are committed to ensuring that the Board of Directors has comprehensive knowledge of the A.S. Departments. To facilitate this, during each meeting this fall semester, one or two AS Departments will present a informational item, providing deeper insights into their areas of focus. Each presentation will be a maximum of 5 minutes.

 [A.S. Events Department BoD-Department-Presentation.pptx](#)

Andrea from the A.S. Events Department began by thanking everyone for volunteering at the Fire on the Fountain event last week. She discussed the composition of her team, their programs and services, their impact, and their goals.

13. Discussion Item: First Read of California Health & Human Services Agency Board Resolution for the A.S. Child Development Center (Time Certain: 3:40pm)

The Board Resolution from the California Department of Social Services, if approved, allows the designated A.S. staff listed in the attached document to continue signing all contract related documents related to the the A.S. Child Development Centers' contract with the California Department of Social Services for the purpose of providing child care and development services for the 26/27 year.

 [2026.2027 Board Resolution CCTR.pdf](#)

Jane from the CDC presented the California Health & Human Services Agency Board Resolution.

14. Discussion Item: Understanding the A.S. Recognized Student Organization Grant Process (Time Certain: 3:50 pm, Max: 10 minutes) (Presenters: Rishika Joshi)

Controller Joshi will provide the Board of Directors with an overview of the A.S. Recognized Student Organization Grant Process. This presentation aims to give the Board a clear understanding of how \$175,000 of the A.S. budget is allocated to support student organizations. As these funds come directly from student fees, it is

important for the Board to have a detailed understanding of how this process operates, rather than viewing it as just one of the many A.S. functions.

 [A.S. Recognized Student Organization Grant Process.pdf](#)

Controller Joshi provided an overview of the A.S. RSO Grant Process and presented her slide deck. She began by explaining the process from the RSO's perspective and the steps they must follow. She then outlined the internal workflow and described her role as Controller within this process. Director Akin asked what happens if an RSO requests more than \$3,000 in funding. Controller Joshi explained that such requests are sent to the Finance Committee but noted that funding typically caps at \$3,000. Dr. French asked whether there is any possibility of amending or changing the steps involved. Controller Joshi explained that the RSO re-recognition process can impact the funding process, such as how RSO membership information may be incorporated. Director Subramanyan clarified Dr. French's question to ensure understanding.

#### XI. Executive Officer Reports (4 minutes each)

##### A. President

President Gambarin reported on the committee meetings she attended, including Senate meetings. She also shared updates from her meeting with President Teniente-Matson, the WASC meeting she participated in, and the November plenary she attended.

 [K.Gambarin Board Report - 11 12 2025.docx.pdf](#)

##### B. Vice President

Vice President Agustin reported on the committees and events he has been involved in. He mentioned the rebranding of the A.S. 55 Awards and shared details about upcoming meetings over the next few weeks.

 [G.Agustin Board Report - 11.12.2025.pdf](#)

##### C. Controller

Controller Joshi reminded the board to take care of themselves. Point of personal privilege was granted to Director Akin at 4:39 PM. Director Joshi also shared updates regarding the committees she was part of and RSOs that have been funded.

 [R.Joshi Board Report -11.12.2025.pdf](#)

#### XII. Directors' Reports (3 minutes each)

##### A. Director of Academic Affairs

Director Paredes provided an update on the work her committee has completed so far.

 [E. Paredes Board Report 11.12.2025.pdf](#)

B. Director of Business Affairs

Point of personal privilege was granted to Director Paredes at 4:43 PM.  
Director Akin was re-recognized at 4:43 PM.  
Director Subramanyan shared updates on the committees she attended.

 [S.Subramanyan Board Report - 10.16.2025.docx \(1\).pdf](#)

C. Director of Co-Curricular Affairs

Director Jha reported on her successful Programming Board Pumpkin Patch event and gave a shoutout to her committee for their support. She also discussed the Christmas tree decorating project for Christmas in the Park, provided updates on Homecoming Royalty, and reported on additional committees she has been part of.

 [S.Jha Board Report - 11.12.25.docx.pdf](#)

D. Director of Communications

Director Rosal gave updates on the committee meetings she attended and gave a shoutout to Director Jha for her work. She also provided updates about posted content and upcoming content from the Government page, and thanked everyone for submitting materials.  
Point of personal privilege was granted to Controller Joshi at 4:50 PM.  
Controller Joshi was re-recognized at 4:53 PM.

 [Bella Rosal - Board Report 11\\_12.docx.pdf](#)

E. Director of Intercultural Affairs

N/A

 [A.Tuidelaibatiki Board Report 11.04.2025.pdf](#)

F. Director of Internal Affairs

Director Charles reported on the committee meetings she has attended.

 [L.Charles Internal Affairs Board Report 11-06-2025.docx](#)

G. Director of Legislative Affairs

Director Akin expressed gratitude for the opportunity to emcee Fire on the Fountain last week alongside Director De Oliveira and Director Brown. She provided updates on her Lobby Corps committee meeting and preparations for CHESS, as well as updates from other committees she is involved in.

Director Paredes was re-recognized at 4:55 PM.

 [Akin 11\\_12 Board Report .docx.pdf](#)

H. Director of Student Resource Affairs

Director Brown shared updates on the programs she is planning for Homelessness Awareness Month, the progress of her committee, and an update on her Spartan Ambassadors.

 [T. Brown Board Report 11-12-2025.docx.pdf](#)

I. Director of Student Rights and Responsibilities

N/A

 [Jde Oliveira Board Report 11-12-25.docx](#)

J. Director of Sustainability Affairs

Director Mallari discussed initiatives she is currently working on and gave updates on the committee meetings she has attended.

 [K.Mallari Board Report 11.12.2025.docx.pdf](#)

XIII. Announcements

Director Brown mentioned the Healthy Minds event happening tomorrow. She also noted that additional booths will be set up around campus to collect food donations.

XIV. Adjournment

**Motion:**

Chair Agustin recommends a motion to adjourn the meeting at 4:29pm.

Motion moved by Director Subramanyan and motion seconded by Director Paredes.

Vote: 10-0-0, Motion Passed.



Geoffrey Agustin  
2025-11-17 23:14 UTC

**2025-2026**  
**Associated Students**  
**Board of Directors**

**Date: 11.12.2025**  
**ROLL CALL**

NAME	Attendance
President Gambarin	X
Vice President Agustin	X
Controller Joshi	X
Director Paredes	X
Director Subramanyan	X
Director Rosal	X
Director Jha	X
Director Tuidelaibatiki	A
Director Charles	X
Director Akin	X
Director Brown	X
Director De Oliveira	X
Director Mallari	X
<b>Non-voting Members</b>	
Interim Executive Director Kingson Leung	X
University Representative Heather French	X
Sam Brown - Recording Secretary	X

**Legends:**  
**X** – Present  
**A** – Absent

**Guests:** Janely Pulido, Diana Victa, Diana Garcia Rodriguez, Beverly Corriere, Jane Zamora, Anai Avalos, Andrea Manucat, Abby Escobar, Zyjay Cruz, Jim Westbrook (Zoom)