



# ASI Bylaws/COP Subcommittee Meeting Agenda *Amended*

Meeting called by: Nia Allen, Chief Justice

Type of Meeting: General

Date: Wednesday, February 6, 2019

Attendees: Subcommittee Members, General Public

Location: ASI Conference Rm. 203, U-SU

Time: 12:15 p.m. to 1:45 p.m.

## I. Organizational Items

- a. Call to Order
- b. Roll Call
- c. Adoption of Agenda for Wednesday, February 6, 2019
- d. Approval of Minutes for Wednesday, November 7, 2018

## II. Public Forum

- a. This time is allotted to members of the public to address the subcommittee.

## III. Action Items

- a. Approval of Policy 017 – Cabinet of Commissioners Code of Procedure: The subcommittee will approve the policy edits made by the Cabinet of Commissioners.
- b. *Approval of additions to Policy 225 ASI Signature Authorization and Policy 216 Contract & Procurement: The subcommittee will consider the addition of a reference to Cal State LA Administration and Finance Policy 006 Policy for One-Up (Next-Level) Authorizations for Business Expenses.*
- c. *Approval of Policy 210 Request for Payment Processing: The subcommittee will approve the policy edits made by the Finance Committee.*

## IV. Old Business

- a. Robert's Rules of Order Training: The subcommittee will discuss the presentation and outcomes of the Parliamentary Procedure Training.

## V. Reports

- a. ASI Chief Justice
- b. Associate Justices
- c. Elections and Orientation Commissioner
- d. ASI Staff

## VI. Adjournment