



# Executive Committee Meeting

## Minutes

Tuesday, July 10<sup>th</sup>, 2018

Time: 4:15 – 5:45PM

Location: U-SU Board Room 303 AB

Attendees: Executive Committee, General Public

Type of Meeting: General

### I. Organizational Items:

a. Call to order by: Executive Committee at 4:18pm

#### b. Roll Call

Nia Johnson	<i>President</i>	Present
Jesus Mora	<i>Vice President for Academic Governance</i>	Present
Jacquelyn Acosta	<i>Vice President for Administration</i>	Present
Aaron Castaneda	<i>Vice President for Finance</i>	Present
Veronica Garcia-Martinez	<i>Vice President for External Affairs</i>	Excused Tardy @4:19PM
Jennifer Martell	<i>Secretary/ Treasurer</i>	Present
Jennifer Miller	<i>University Presidents Designee</i>	Present
Intef W. Weser	<i>Executive Director</i>	Present
Marcus Rodriguez	<i>Director of Programs and Leadership</i>	Present
Dena Florez	<i>Office Manager of Administration &amp; Services</i>	Present

#### c. Adoption of Agenda for Tuesday:

Offered By:	Jacquelyn Acosta	Seconded by:	Aaron Castaneda			
Motion to approve the adoption of Agenda for Tuesday, July 10 <sup>th</sup> , 2018.						
All in Favor	4	Opposed	0	Abstained	0	Motion: Passed

Offered By:	Aaron Castaneda	Seconded by:	Jennifer Martell				
Motion to correct name spelling for Jennifer Martell							
All in Favor	4	Opposed	0	Abstained	0	Motion:	Passed

**d. Approval of Minutes:**

Offered By:	Jennifer Martell	Seconded by:	Aaron Castaneda				
Motion to approve the minutes for June 26 <sup>th</sup> , 2018.							
All in Favor	4	Opposed	0	Abstained	0	Motion:	Passed

**II. Public Forum/Announcement**

This time is allotted for members of the public or representatives to make announcements to the executive committee members.

- None.

**III. Informational Items**

- a. Anna Bing Arnold Child Care Center Review – The Executive Committee reviewed the context behind the interactions between the Children Center and ASI’s obligation established by the 1996 Referendum. Vice President for Finance, Aaron Castaneda, presented Ballot Language from 2017-2018. The Referendum was held up due to the Fee Advisory Committee’s request for more information.
- b. 2018 Referendum Budget Proposal – The Executive Committee reviewed the proposed Referendum option recommended by the previous Referendum and Alternative Funding Committee and approved by the Board of Directors

**IV. Action Items**

- a. **Executive Work Flow Amendments-** The Executive Committee reviewed the feedback on the Executive Workflow Proposal given at the Board of Directors Meeting.
  - The option for internal/external involvement could be abused.

Offered By:	Jennifer Martell	Seconded by:	Aaron Castaneda				
Motion to forward the Work Flow Proposal to the Work Flow & Bi-Weekly Ad Hoc Committee							
All in Favor	5	Opposed	0	Abstained	0	Motion:	Passed

Offered By:	Aaron Castaneda	Seconded by:	Jacquelyn Acosta				
Motion to for the Work Flow & Bi-weekly Ad Hoc Committee to restructure the purpose of the Work Flow Proposal							
All in Favor	5	Opposed	0	Abstained	0	Motion:	Passed

- b. **ASI Work Flow & Bi-Weekly Ad Hoc Committee** – The Ad Hoc Committee will address the following:
  - Streamlining the biweekly, state of affairs and transitional folders expectations
  - Assessing current workflow requirements of ASI members
  - Moving the biweekly reporting process online

- Assessing current compensation metrics for ASI members

<b>Offered By:</b>	<b>Aaron Castaneda</b>	<b>Seconded by:</b>	<b>Jacquelyn Acosta</b>			
Motion to reinstate the ASI Work Flow & Bi-Weekly Ad Hoc Committee						
<b>All in Favor</b>	<b>5</b>	<b>Opposed</b>	<b>0</b>	<b>Abstained</b>	<b>0</b>	<b>Motion: Passed</b>

## V. Discussion

- Board of Directors Agenda – The committee discussed potential items for the next Board of Directors Meeting
  - ASI Work Flow & Bi-Weekly Ad Hoc Committee
  - Welcome Week
  - Draft list
  - Community Mixer

## VI. Reports

- ASI President, **Nia Johnson**
  - Met with Janet Dial about the book voucher program. They discussed as a result of the increase in funding that we extend the book voucher to make it more accessible.
  - Met with Nancy McGee and discussed how ASI can be involved in supporting a student to attend the Hispanic Association for Colleges and Universities Conference in Atlanta, Georgia.
  - Met with President Covino and discussed possibly having a Pizza with the President. They discussed the President having an active role with students and the other members of ASI.
  - Met with the Welcome Week Committee and drafted the slogan “Rep’ finesse be the best”. They are in need of more student involvement.
  - For the upcoming CSSA, we are looking to prepare a CSSA bid.
- ASI Vice President for Administration, **Jesus Mora**
  - Met with Gus and Jourdan to present ideas for rebranding for the new academic year. Discussed ideas such as:
    - TV posted outside the office
    - Using Eddie the Eagle to reach out to more students
    - Hosting an ASI dance competition
    - Janielle sitting on Spirit collaborations
    - Collaborating with campus clubs and organizations
    - Assisting with move-in day will be discussed when Housing Representative arrives
    - Revamp Screaming Eagles
- Vice President for Finance, **Aaron Castaneda**
  - Finance meeting on Friday, July 13<sup>th</sup>, 2018
  - Working with Marcus Rodriguez on ASI Retreat schedule and team building exercises
  - There have been no policy edits in the Executive Committee Meetings thus far. I am hoping to discuss more on policy in the meetings to come.
- Vice President for Academic Governance, **Jacquelyn Acosta**
  - None
- Vice President for External Affairs and Advancement, **Veronica Garcia-Martinez**
  - Met with the Representatives-at-Large and discussed looking at policies to bring to the next meeting.
- Executive Director, **Intef W. Weser**
  - The campus is beginning to move towards instituting DocuSign

- Met with the directors on the Council of Student Life. They discussed the changes that are being implemented in regards to computer access such as dual sign in. The Career Center has moved to a new platform called Handshake. This was described as an easier interface for students.
  - Of the 38 position we have, 31 have been filled.
- g. Director of Government Affairs & Leadership Programs, **Marcus Rodriguez**
- Met with the Spirit Collaboration and decided on two days that we will be utilizing to reach out to our constituents: Soccer game in September and the Farmers Market.
  - Looking at a new provider for the Farmers Market. Trying to expand the variety and communicate with UAS on the effect that the Farmers Market has on their services.
  - Met with Nataly regarding the ASI Alternative Break.
  - Met with on-campus partners to discuss the possibility of including their events in the ASI Calendar
  - Met with Veronica to discuss how we can involve more young women in STEM programs.
  - Communicating with the Mayor about coming to Cal State LA to discuss CSSA and student mobility.
- h. University President's Designee, **Dr. Jennifer Miller**
- It is the first time in 10 years that all our offices are fully funded.
  - Building a Strategic Plan for engagement
  - Received the final approval to fund the extension of housing. This expansion will triple the number of students living on-campus.
  - The library is being restructured.
  - The Administration building offices will be shifting over to the Physical Sciences Building. The Administration Building is currently not structurally sound and renovations will be made once the shift is complete.
- i. Secretary/Treasurer, **Jennifer Martell**
- Communicating with Intef about the Ad Hoc Committee that has been reinstated.
  - Strategic Planning Committee Meeting on Tuesday, July 17<sup>th</sup>, 2018
  - Preparing class presentation to promote increased student involvement.
  - Met with the Accounting Society and planning to attend their first meeting to discuss ASI positions

## VII. Adjournment

Offered By:	Aaron Castaneda	Seconded by:	Jennifer Martell			
Motion to adjourn the meeting at 5:27pm.						
All in Favor	5	Opposed	0	Abstained	0	Motion: Passed

## CERTIFICATION

Official Minutes taken for the **EXECUTIVE COMMITTEE MEETING** of the Associated Students, Inc, Cal State Los Angeles held on Tuesday, June 26, 2018 in the University Student Union 303AB. Consensus by the A.S.I. Board of Directors on Thursday, July 10<sup>th</sup>, 2018.

Prepared by:

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Dena Florez

Recording Secretary

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Jennifer Martell  
Secretary/Treasurer

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