



Bylaws and Codes of Procedure

Sub-Committee - Meeting Minutes

I. Organizational Items:

- a. Wednesday, September 12, 2018
- b. Call to Order: 3:19 pm
- c. Roll Call

Nia Allen	Chief Justice.	Present
Mikaila Ishaaya	Associate Justice	Present
E'Leaya Harris	Associate Justice	Present
Vacant	Associate Justice	Vacant
Vacant	Faculty Appointee	Vacant
Jessal Salas	Elections and Orientation Commissioner	Present
Vacant	ASI Board of Directors Appointment	
Carol Roberts-Corb	University Designee	Present
Intef W. Weser	Staff Support	Present
Guests of the Gallery	Raymond Peters	

- d. Adoption of agenda for Wednesday, September 12, 2018

Offered By:	Jessal Salas	Seconded	E'Leaya Harris
Motion to adopt the agenda.			
All in Favor	Consensus	Oppose	0
		Abstained	0
Motion: Passed			

- e. Approval of Minutes for Wednesday, September 12, 2018

Offered By:		Seconded	
No official meeting due to lack of achieving quorum.			
All in Favor		Oppose	
		Abstained	
Motion:			

II. Public Forum:

- a. This time is allotted to members of the public to address the board.
 - None

III. Action:

- a. **Elections committee policy 004** - Bylaws committee will review, and discuss the alterations made to the Elections committee policy 004
 - **The item was not considered by the committee and will be ready by the next meeting.**



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IV. New Business:

- a. [Attend the ASI Workflow and Bi-weekly Ad Hoc Committee Meeting](#) – Decide which Associate justice will be available to sit in on the Bi-weekly meeting, on Tuesdays 4:30-5:45pm September 18th and October 16th.
- Mikaila Ishaaya shared she would work on adjusting her schedule to attend the Ad Hoc committee.

Offered By:	Mikaila Ishaaya	Seconded	E'Leaya Harris			
Motion to extend the meeting by 10 minutes.						
All in Favor	Consensus	Oppose	0	Abstained	0	Motion: Passed

- b. **Review Policies pertaining to attendance** – The Bylaws committee will review the policies pertaining to attendance in all positions and make adjustments to them to ensure they are all aligned.

- [Policy 020](#)-Board of Directors removal from office Section 13
- [Policy 003](#)- Executive Committee removal from office section 4
- [Policy 101](#)- Personnel committee removal from office section 4
- [Policy 201](#)- Finance committee removal from office section 5
- [Policy 015](#)- Cabinet of academic senators absence, tardiness, and early departures
- [Policy 010](#)- Attendance and absenteeism codes of procedures **Type here**

V. Old Business:

- a. [Chief Justice & Associate Justice Position Duty Review](#) The committee will review current position requirements and make possible recommendations regarding GIA allocations.

Offered By:	E'Leaya Harris	Seconded	Mikaila Ishaaya			
Motion to postpone Old Business item to the next meeting.						
All in Favor	Consensus	Oppose	0	Abstained	0	Motion: Passed

VI. Reports:

- a. Chief Justice
- Recently interviewed an Associate Justice but he decided not to continue to in the process.
- a. Associate Justices
- Mikaila Ishaaya**
- No report.
- E'Leaya Harris**
- Planning on attending the College Rep meeting on Thursday at 3:30 pm as parliamentarian.



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- a. Elections and Orientation Commissioner
 - We will have the General Election Code of Procedure and timeline for the next meeting.
- a. ASI Staff: **Intef W. Weser**
 - My items were discussed on this agenda. Let me know if you all need anything.

VII. Adjournment:

Motion to adjourn at 3:48 pm						
Offered By:	E'Leaya Harris		Seconded by:		Mikaila Ishaaya	
All in Favor	Consensus	Opposed	0	Abstained	0	Motion: Passed

Summary of Actions Taken

Bylaws and Code of Procedure Sub-Committee Meeting
 Wednesday, September 12, 2018

I. Organizational Items:

d. Adoption of agenda for Wednesday, September 12, 2018

Offered By:	Jessal Salas	Seconded		E'Leaya Harris		
Motion to adopt the agenda.						
All in Favor	Consensus	Oppose	0	Abstained	0	Motion: Passed

e. Approval of Minutes for Wednesday, September 12, 2018

Offered By:		Seconded				
No official meeting due to lack of achieving quorum.						
All in Favor		Oppose		Abstained		Motion:

IV. New Business:

- a. [Attend the ASI Workflow and Bi-weekly Ad Hoc Committee Meeting](#) – Decide which Associate justice will be available to sit in on the Bi-weekly meeting, on Tuesdays 4:30-5:45pm September 18th and October 16th.
 - i. Mikaila Ishaaya shared she would work on adjusting her schedule to attend the Ad Hoc committee.



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Offered By:	Mikaila Ishaaya	Seconded	E'Leaya Harris			
Motion to extend the meeting by 10 minutes.						
All in Favor	Consensus	Oppose	0	Abstained	0	Motion: Passed

V. **Old Business:**

- a. [Chief Justice & Associate Justice Position Duty Review](#) The committee will review current position requirements and make possible recommendations regarding GIA allocations.

Offered By:	E'Leaya Harris	Seconded	Mikaila Ishaaya			
Motion to postpone Old Business item to the next meeting.						
All in Favor	Consensus	Oppose	0	Abstained	0	Motion: Passed

VII. **Adjournment:**

Motion to adjourn at 3:48 pm						
Offered By:	E'Leaya Harris	Seconded by:	Mikaila Ishaaya			
All in Favor	Consensus	Opposed	0	Abstained	0	Motion: Passed

CERTIFICATION

Official Minutes taken for the ASI **BYLAWS AND CODE OF PROCEDURE SUB-COMMITTEE MEETING** of the Associated Students, Inc, Cal State Los Angeles held on Wednesday, September 12, 2018 in the U-SU Boardroom 303 AB. Approved by the ASI **BYLAWS AND CODE OF PROCEDURE SUB-COMMITTEE** on October 10, 2018.

Prepared by:

* _____ *

Intef W. Weser – Executive Director

Confirmed by:

* _____ *

- Secretary Treasurer