



Board of Directors Meeting

Minutes

Thursday, October 9, 2014 3:30-6pm
 Location: U-SU Los Angeles Room 303AB
 Attendees: B.O.D. Members & General Public

I. Organizational Items:

a. Called to Order by Shane Vera

The meeting was called to order at 3:32pm

b. Roll Call

Shane Vera	President	×Excused Absent
Dean Truong	Vice President for Administration	×Present
Nicholas Carrillo	Vice President for Academic Governance	×Excused Late 4:38
Carina Kan	Vice President of Finance	×Present
Sasha Perez	Vice President for External Affairs & Advancement	×Present
Ruth Ramos	Secretary/ Treasurer	×Present
Diego Tinoco	Representative-At-Large (Community Affairs)	×Present
Magali Espinoza-Cruz	Representative-At-Large (Campus Affairs)	×Excused Late <u>3:41</u>
Sasha Perez	Vice President for External Affairs	×Excused Absent
Marina Vilhena	College of Arts & Letters Rep.	×Excused Late _____
Emmanuel Solis	College of Arts & Letters Rep.	×Excused Late _____
Norma Sierra	College of Business & Economics Rep.	×Excused Late <u>4:05</u>
Karla Guardado	College of Business & Economics Rep.	×Excused Late <u>4:05</u>
Cynthia Aguilar	Charter College of Education Rep.	×Present
Bruce Varona	Charter College of Education Rep.	×Present
Paolo Galicia	College of Engineering, Comp. Science & Technology Rep.	×Excused Late 4:38
Sabeen Kan	College of Engineering, Comp. Science & Technology Rep.	×Excused Late 4:05
Nancy Flores	College of Health & Human Services Rep.	× Present
Lily Tran	College of Health & Human Services Rep.	×Present
Alina Carmona	College of Natural & Social Sciences Rep.	×Present
Lisa Vittayarukskul	College of Natural & Social Sciences Rep.	×Excused Late 4:38
Intef W. Weser	Executive Director	× Present ×Early Leave
Letycia Gomez	University President's Designee	×Present
Marcus Rodriguez	Director of Programs and Leadership	×Present
Samuel Han	Chief Justice / Associate Justice	×Present
Dena Florez	Office Manager of Administration & Services – RS	×Present
Gusts of the Gallery		

c. Approval of Agenda (action):

Offered By:	Diego Tinoco	Seconded by:	Bruce Varona
Motion to approve the adoption of Agenda for Thursday, October 9, 2014. Carina Kan Add item to Action Item (d) Funding request for Shess Add Reports: Chief Justice			
All in Favor	All	Opposed	None
Abstained	None	Motion: passed	

d. Approval of Minutes (action):

Offered By: Lily Tran	Seconded by: Carina Kan					
Motion to approve the minutes for Thursday, September 4, 2014.						
All in Favor	All	Opposed	None	Abstained	None	Motion: passed

II. Public Forum - This time is allotted for members of the public to address the board.

III. Action Items

- a. **Appointment for Vacant A.S.I. and Campus Committee Positions-** Board of Directions will appoint individuals to the following vacant A.S.I. and student committee positions.
 - i. University Wide Committee Appointment(s).
 - ii. A.S.I. Internal Committee Appointment(s).
- b. Policy 204- Funding Guidelines- The committee will review the changes made to the policy.
- c. A.S.I. Financial Statement prepared by MGO- the Finance Committee will take action on the 2013-14 financial statement.
- d. Shess Funding Request

Offered By: Carina Kan	Seconded by: Diego Tinoco					
Motion to appoint candidates to Committee Appointments Doris H						
All in Favor	All	Opposed	None	Abstained	None	Motion: passed

- ❖ A.S.I. Internal Com
- ❖ Cynthia Alvarez- Environmental Policy Com.
- ❖ Will table to next BOD as she applied late
- ❖ Executive Committee
 - Diego Tinoco- served last year

Offered By: Bruce Varona	Seconded by: Alina Carmona					
Motion to appoint Diego Tinoco to Executive Committee						
All in Favor	All	Opposed	None	Abstained	None	Motion: passed

- ❖ Dean Truong: Diego Tinoco has my recommendation
- ❖ Marina Vilhena: Will be back at 4:45

Shess Funding Request

- ❖ Carina Kan: Ernesto Covarrubias presented an Academic Travel.
 - Policy 214
 - 6 weeks before
 - Letter from Dean
 - Letter from club 30% of funds sponsored by University
- ❖ Shess- November 5-9
- ❖ Competition
 - Teaching students about STEM program.
 - Only asking for airfare & travel from airport to hotel
- ❖ Carmen Avalos: ASI can only fund the travel. The funding request was submitted on time.

Offered By: Magali Espinoza	Seconded by: Ruth Ramos					
Motion to approve SHESS for \$529.20						
All in Favor	ALL	Opposed	None	Abstained	None	Motion: passed

A.S.I. Financial Statement prepared by MGO- the Finance Committee will take action on the 2013-14 financial statement.

- ❖ Thomas Leung presented Financial Statements

Offered By: Carina Kan	Seconded by: Ruth Ramos					
Motion to approve Financial Statements prepared by MGO						
All in Favor	ALL	Opposed	None	Abstained	None	Motion: passed

- ✱ Policy 204.
- ✱ Carina Kan: Finance Committee made changes to policy 204 requests- BEO's equal amount requested. The timeline is now 15 business days. Adding stipulations to clubs and organizations that do not comply could be placed to not be eligible for future funding.
- ✱ Diego Tinoco: Why change to 15 day notice?
- ✱ Carina Kan: 30 days is too long.
- ✱ Magali Espinoza: Is it the whole club that on the list?
- ✱ Intef W. Weser: The Whole club.
- ✱ Ruth Ramos: Why change the policy?
- ✱ Carina Kan: Paper work is done quicker, and the money is moved faster.
- ✱ Intef W. Weser: Will benefit more at the end of the year.
- ✱ Dean Truong: Last change, can we be more specific like a 3 strike policy rule.
- ✱ Ruth Ramos: The policy change is not clear.
- ✱ Nicholas Carrillo, Lis Vittayarukkul, Paolo Galicia @ 4:38
- ✱ Diego Tinoco: This will be the future access to funding
- ✱ Carina Kan: There will be two ways to process

Offered By:	Carina Kan	Seconded by:	Ruth Ramos			
Motion to approve policy 204 without item B						
All in Favor	ALL	Opposed	None	Abstained	None	Motion: passed

Offered By:	Diego Tinoco	Seconded by:	Marina Vilhena			
Motion to go back to Action item: Finance Committee						
All in Favor	ALL	Opposed	None	Abstained	None	Motion: passed

- ✱ Marina not present

Offered By:	Norma Sierra	Seconded by:	Ruth Ramos			
Motion to appoint 1 person to Finance Committee						
All in Favor	ALL	Opposed	None	Abstained	None	Motion: passed

- ✱ Ruth Ramos: What were your recommendations
- ✱ Carina Kan: Marina was a club president and had to handle club funds. Diego was treasurer and had to handle Club finances. I will pass my recommendation to Diego
- ✱ Diego: 12 in favor and 2 abstentions

IV. Discussion

- a. Tabling 101: the Board will get a quick training on tabling and will also brain storm on talking points
- b. The Board will get a quick training from our Programs Coordinator and then have a discussion about email Etiquette
- c. Bi weekly Update: Ruth and Paolo will lead the Board in a conversation on the new Online Biweekly Reporting Process.

- ✱ Tabling 101
- ✱ Program proposal process contact info
 - o Carts
- ✱ Dean Truong: During Welcome week we tried to prep the carts and all events were not represented
- ✱ Nicholas Carrillo: great job reaching out to students
- ✱ Email Etiquette: Marcus Rodriguez went over the highlights of "not to dos" regarding emails.
- ✱ Biweekly Update
- ✱ Cynthia Aguilar: I could not edit it
- ✱ Ruth Ramos: Change the Font.
- ✱ Lisa Vittayarukkul: Submit biweekly that all of you have right now and just email it next time.
- ✱ Ruth Ramos: This way it is more convenient
- ✱ Lily Tran: I love it, it is easy access.
- ✱ Paolo Galicia: There not enough spaces for description though.
- ✱ Karla Guardado: I'm having the same problem as Cynthia other than that it was easy.
- ✱ Magali Espinoza: What were the problems before?
- ✱ Ruth Ramos: google drive gives more benefits and it is more convenient.
- ✱ Marina Vilhena: I could not open it.
- ✱ Bruce Varona: I see that a lot of things are different
- ✱ Nicholas Carrillo: There will be a few kinks only because of the culture Online Cabinet helps.
- ✱ Nancy Flores: It is a lot easier, but emails eventually build up and it will be harder to find
- ✱ Ruth: Defer time to Cecilia

- ☛ Cecilia Villarreal: I really like the new system!
- ☛ Nicholas Carrillo: It is important to have these discussions to share concerns.

Old Business:

- a. Website Update on the website and launch date.

- ☛ Intef W. Weser: Showed what the new website looked like.
- ☛ Nicholas Carrillo: The soft launch will happen Monday for sure?
- ☛ Intef W. Weser: The goal is Monday
- ☛ Nicholas Carrillo: Before Reports lets revisit the website!

Offered By:	Bruce Varona	Seconded by:	Diego Tinoco				
Motion to consider the appointees							
All in Favor	10-yes	Opposed	5-No	Abstained	None	Motion:	passed

- ☛ Ruth Ramos: what are the committees?
- ☛ Nicholas Carrillo: EPC Programs and Student Services.
- ☛ Marina Vilhena: If there is a policy we must stick to that policy.
- ☛ Magali Espinoza: We make appointments after they apply, when do we stop making exceptions?
- ☛ Nicholas Carrillo: It doesn't limit students, we need all students input.
- ☛ Cynthia Alvarez EPC Committee
 - Cynthia Alvarez is a Junior
 - Sits on USU Board
 - Would like to make CSULA more environmentally safe.
- ☛ Melanie Kim recommends Cynthia

Offered By:	Norma Sierra	Seconded by:	Carla Guardado				
Motion to approve Cynthia Alvarez to Environmental Policy Committee							
All in Favor	ALL 12	Opposed	None	Abstained	3	Motion:	passed

Offered By:	Nicholas Carrillo	Seconded by:	Bruce Varona				
Motion to Suspend Agenda and move back into action							
All in Favor	ALL 15	Opposed	None	Abstained	None	Motion:	passed

Offered By:	Alina Carmona	Seconded by:	Nicholas Carrillo				
Motion to appoint Ryan Barbonio to Programs and Student Services (PASS) and Cecilia Villarreal to Space Allocation & Building Use for U-SU							
All in Favor	ALL 12	Opposed	None	Abstained	3	Motion:	passed

- ☛ Board member will resist forwarding.
- ☛ Magali Espinoza: We approve
- ☛ Nicholas Carrillo: We assigned Manny Rodriguez
- ☛ Ruth Ramos: Office hours are due Friday
- ☛ Nancy: Farmers Market went great; the Faculty & Staff wants it back.
- ☛ Bruce Varona: Student Fair
- ☛ Marina Vilhena: A&L event at the Career Center make more approachable for Gold Eagle TV
- ☛ Marcus Rodriguez: Ryan's handout

VI. Reports:

- a. A.S.I. President: Shane Vera
- b. A.S.I. Vice President for Academic: Dean Truong
- c. A.S.I. Vice President for Administration Governance: Nicholas Carrillo
- d. A.S.I. Vice President for Finance: Carina Kan
- e. A.S.I. Vice President for External Affairs and Advancement: Sasha Perez:
- f. A.S.I. Secretary/ Treasurer: Ruth Ramos
 - i. Biweekly and Workflow Ad-hoc Committee
- g. A.S.I. Board of Directors:
- h. A.S.I. Staff: Marcus Rodriguez, Dena Florez, Intef W. Weser
- i. University Designee: Letycia Gomez

VII. Adjournment:

Offered By: Bruce Varona	Seconded by: Alina Carmona	
Motion to Adjourn meeting at 6:02pm		
All in Favor	Consensus	Opposed
		Abstained
		Motion: passed

Associated Students, Inc.
Board of Directors Meeting
Summary of Actions Taken

I. Organizational Items:

c. Approval of Agenda (action):

Offered By: Diego Tinoco	Seconded by: Bruce Varona	
Motion to approve the adoption of Agenda for Thursday, October 9, 2014. Carina Kan Add item to Action Item (d) Funding request for Shess Add Reports: Chief Justice		
All in Favor	All	Opposed
		None
		Abstained
		None
		Motion: passed

d. Approval of Minutes (action):

Offered By: Lily Tran	Seconded by: Carina Kan	
Motion to approve the minutes for Thursday, September 4, 2014.		
All in Favor	All	Opposed
		None
		Abstained
		None
		Motion: passed

III. Action Items

- e. **Appointment for Vacant A.S.I. and Campus Committee Positions-** Board of Directions will appoint individuals to the following vacant A.S.I. and student committee positions.
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Motion to appoint candidates to Committee Appointments Doris H		
All in Favor	All	Opposed
		None
		Abstained
		None
		Motion: passed

Offered By: Bruce Varona	Seconded by: Alina Carmona	
Motion to appoint Diego Tinoco to Executive Committee		
All in Favor	All	Opposed
		None
		Abstained
		None
		Motion: passed

Offered By: Magali Espinoza	Seconded by: Ruth Ramos	
Motion to approve SHESS for \$529.20		
All in Favor	ALL	Opposed
		None
		Abstained
		None
		Motion: passed

Offered By: Carina Kan	Seconded by: Ruth Ramos	
Motion to approve Financial Statements prepared by MGO		
All in Favor	ALL	Opposed
		None
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Motion to approve policy 204 without item B		
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		None
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Motion to go back to Action item: Finance Committee						
All in Favor	ALL	Opposed		Abstained		Motion: passed
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All in Favor	ALL	Opposed		Abstained		Motion: passed

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Motion to consider the appointees						
All in Favor	10-yes	Opposed	5-No	Abstained		Motion: passed

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Offered By:	Alina Carmona	Seconded by:		Nicholas Carrillo		
Motion to appoint Ryan Barbonio to Programs and Student Services (PASS) and Cecilia Villarreal to Space Allocation & Building Use for U-SU						
Vote Tally:						
All in Favor	ALL 12	Opposed		Abstained	3	Motion: passed

VII. Adjournment:

Offered By:	Bruce Varona	Seconded by:		Alina Carmona		
Motion to Adjourn meeting at 6:02pm						
All in Favor	Consensus	Opposed		Abstained		Motion: passed

CERTIFICATION

Official Minutes taken for the **BOARD OF DIRECTORS MEETING** of the Associated Students, Inc, CSULA held on Thursday, October 9, 2014 in the University Student Union 303AB. Consensus by the A.S.I. Board of Directors on: Thursday, October 23, 2014

Prepared by:



Dena Florez
 Recording Secretary



Ruth Ramos
 Secretary/Treasurer