



Bylaws/ COP Subcommittee Meeting

Minutes

Tuesday, October 6, 2015

3:15 pm - 4:30 pm; A.S.I. Conference Room U-SU 203

Attendees: Judicial Review Committee & General Public

I. Organizational Items:

a. Call to Order

The meeting was called to order at 3:24 PM.

b. Roll Call

Frances Tsai	Chief Justice	<input checked="" type="checkbox"/> Present
Joanna Tien	Associate Justice	<input checked="" type="checkbox"/> Present
Salvador Alejo III	Associate Justice	<input checked="" type="checkbox"/> Present
Melody Liu	Associate Justice	<input checked="" type="checkbox"/> Present
Vacant	Student Representative at Large	
Vacant	Board of Directors Representative	
Ishan Shah	Elections and Orientation Commissioner	<input checked="" type="checkbox"/> Present
Dr. Martin Adamian	Faculty Member	<input checked="" type="checkbox"/> Excused Absent
Ashley Joseph	Programs Coordinator	<input checked="" type="checkbox"/> Present
Intef W. Weser	Executive Director	<input checked="" type="checkbox"/> Present
Letycia Gomez	University President's Designee	<input checked="" type="checkbox"/> Present
Guests of the Gallery	<ul style="list-style-type: none"> ➤ Alejandro Gamboa ➤ Ejmin Hakobian 	

c. Approval of Agenda (action):

➤ Additional Notes (if necessary)

Offered By:	Joanna T.	Seconded by:	Salvador A.
Motion to approve the adoption of Agenda for Tuesday, October 6, 2015.			
Discussion:			
<ul style="list-style-type: none"> • Strike Policy 201 and 213, as they were not prepared. 			
Vote Tally:			
All in Favor:	ALL	Opposed:	0
		Abstained:	0
		Motion:	<input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

d. Approval of Minutes (action):

➤ Additional Notes (if necessary)

Offered By:	Joanna T.	Seconded by:	Salvador A.
Motion to approve the adoption of Minutes for Tuesday, May 26, 2015.			
Discussion:			
<ul style="list-style-type: none"> • Minutes were not prepared. Motion made to postpone minutes until next meeting. 			
Vote Tally:			
All in Favor:	ALL	Opposed:	0
		Abstained:	0
		Motion:	<input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

II. Public Forum/Announcement:

This time is allotted for members of the public or representatives to make announcements to the Bylaws/COP Committee members.

- a. Alejandro Gamboa introduced himself to the committee as a candidate for Student Rep at Large of this committee.

III. Action

- a. Finance Committee Policy 101 – The committee will take action on the suggested changes to the policy.

Offered By:	Joanna T.	Seconded by:	Salvador A.					
<ul style="list-style-type: none">➤ Frances: Have to change policy from quarter to semester➤ Frances: Make a statement that effective this date, on all policy changes are in effect to reflect quarter to semester➤ Nothing else changed: just adding of dates, fixed grammar, things written incorrectly➤ Frances: Everyone look through the pages, look for places that say quarter and we will highlight to change								
Vote Tally:								
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion:	<input checked="" type="checkbox"/> PASSED	<input type="checkbox"/> FAILED

IV. Information Items

- a. Bylaws & JRC Policy 301 – The committee will review suggested changes to the policy.

<ul style="list-style-type: none">➤ Ashley: Changes to the JRC committee. General changes. Intef didn't inform. A lot of it is just formatting and highlight what they deleted.➤ Frances: Go through the pages and highlight the "quarters."➤ Letycia: Concentrate on highlighted Article V. Main changes of item of front page A is being deleted and being replaced with yellow?➤ Intef: Cannot appeal board of director decision, and this committee serves as advisory. Article Section 3 added.➤ Alejandro (deferred time by Joanna): Clarifying: crossing out "not all CSU." Section 1-2 for clarification. Hearing procedures.➤ Changing section 16 to section 2 Application of general election violations.➤ Frances: Section 1 would be Hearing.➤ Frances: Section 3 should be penalties.➤ Intef: We should add clarifying statements under section 2, find the language, look in where the elections go. Also, Information items should not be motioned.➤ Ashley: Make sure to reword, make all the violations clear for candidates. Adding language, clarifying sections.➤ Ejmin (deferred time by Joanna): someone posted stuff in housing last year, cease and desist, already too late. Submitted the grievance.➤ Ashley: The complaint should have been turned in immediately, could have avoided all that.➤ Frances: would be clarified in the guidelines.
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- b. Policy 212 Budgetary Control—The committee will review suggested changes to the policy.

<ul style="list-style-type: none">➤ Frances: For now what I see is changing to the new brand (CSLA to Cal State LA). All word changes in blue.➤ Intef: This basically is a straight forward travel and procurement card procedures. Expanded to VPEAA. Not have only one person with the credit card since both of them travel. A.S.I has corporate cards for only approved leaders, creates flexibility. Won't approve one for commissioner for vice president➤ Intef: The VPEAA only have a travel card, now it's just a corporate card, identify the 2 main students➤ Joanna: Only professional, and add closing parentheses on that.

- Ejmin (deferred time by Joanna): Look at 5.6.4 Travel related expenses. Whenever we have room for assumption, that's when you have problems, for example, not probable.
- Letycia: Can we put "i.e." in the paragraph?
- Ishan: "approved" student leaders, instead of "elected."
- Alejandro (deferred time by Joanna): Section 5.2, fix to quarterly.
- Ejmin (deferred time by Melody): Can we put student leader, staff and president and VPEAA or approved student leaders and then they can ask Intef?
- Letycia: And students approved by the Executive Director?
- Intef: for travel related expenses.
- Frances: President and VPEAA would fall under the category. They should be approved by the Executive Director. Those words should be switched around.
- Ejmin (deferred time by Melody): "Corporate credit cards, A.S.I. President , VPEAA, and approved student leaders by the Executive Director"
- Intef: Final changes are "A.S.I. has corporate credit cards for travel related expenses for use by staff, A.S.I. president, V.P.E.A.A, and student leaders approved by Executive Director."
- Frances: Send this back to Finance to go over suggestions and make the changes so it'll be there.

c. Policy 218 – Referendum Guideline – The committee will review suggested changes to the policy.

- Intef: There is a new executive order out that talks about fees and what is relevant to us. It is on the website and you can see how it is there. It just kind of clarifies the changes and campus, who use the fees must occur.
- Intef: It outlines what they need to do, includes everything, majority students. All advisory to the president. Mandatory fees, all fees - kind of defines that. Put by VP for finance.
- Joanna: I found the quarter terminology still being used in 5.1
- Intef: Quarter was effective for the fall. It still works.
- Ejmin (deferred time by Joanna): Is executive order 740 expired?
- Intef: Not in use anymore but is on the website, but 1102 supersedes it. Our policy hasn't been updated in a while.
- Ejmin (deferred time by Joanna): Students using the fee? Does that mean if students are using a center, others will have to talk to them? Clarified before putting it there, since 1102, the language used is to reflect the references. Add in a definition. I ask this committee to be very critical.
- Frances: What you decide here is either going to be very easy or complicated.
- Salvador: The wording of the section is very confusing, but it reflects 1102.
- Letycia: Page 1 of 1102, Mandatory campus fees, took off enrolling.
- Frances: Would the Committee like to change the wording for grammar or reflect the 1102?
- Intef: We could be changing what they mean but it may cause confusion. We shouldn't create space for confusion, students will misunderstand.
- Frances: Keep wording exactly the same as 1102. It was agreed on keeping definition the same word for word, and tell them to refer to policy.

V. Discussion

a) 2015-2016 Bylaws/JRC Goals – The committee will discuss the goals and possible approaches to these goals

- Frances: I made a layout for everyone on the committee, all meeting dates, and dates of all the other committee to review certain policies at certain meetings.
- Frances: Other goals...We have to look at quarter to semester. I will designate and split policies to all of the justices.
- Intef: Make sure to understand regulation, parliamentary procedures and keep informing everyone about it. Contact staff members, talk to staff members about it. Must have regulation of agenda. It is very important to put on General, on time with agendas, work with each other.
- Frances: We need a table for justices. We don't have an area in the office.
- Intef: We share. We'll be doing a redesign.

- Intef: Updates on the OneDrive, you can access with the email addresses and numbers.
- Letycia: Update my number to 323-343-3103.
- Ashley: Also update number to 323 343 4784, Programs Coordinator. Also update that Kidus is not in A.S.I. anymore.
- Ejmin (deferred time by Joanna): Justices seem intimidated to stop, or keeping meetings in line. For example, every action item you can only speak 2 times.
- Ejmin (deferred time by Joanna): This stuff is major, needs to be enforced. Create an environment for Chair to be neutral.
- Melody: Give justices time to adjust.
- Frances: I will send an email out for justices to start looking into schools and polices to try to get everything good and update codes for elections.

VI. Reports

- a. Chief Justice
- b. Associate Justices
- c. Programs Coordinator: **Ashley Joseph**
- d. University Designee: **Letycia Gomez**
- e. Faculty Advisor: **Dr. Martin Adamian**
- f. A.S.I. Staff: **Intef Weser**

VII. Adjournment

Offered By:	N/A	Seconded by:	N/A		
Discussion: Adjourn at 4:30. Quorum lost at 4:21pm.					
Vote Tally:					
All in Favor:	--	Opposed:	--	Abstained:	--
Motion: <input type="checkbox"/> passed <input type="checkbox"/> failed					

Associated Students, Inc.
Bylaws/COP Subcommittee Meeting
Summary of Actions Taken
Tuesday October 6, 2015

Organizational Items

a. Approval of Agenda (action):

Offered By:	Joanna T.	Seconded by:	Salvador A.		
Motion to approve the adoption of Agenda for Tuesday, October 6, 2015 with said changes.					
Vote Tally:					
All in Favor:	ALL	Opposed:	0	Abstained:	0
Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED					

b. Approval of Minutes (action):

Offered By:	Joanna T.	Seconded by:	Salvador A.		
Motion to postpone the adoption of Minutes for Tuesday, May 26, 2015 to the next meeting.					
Vote Tally:					
All in Favor:	ALL	Opposed:	0	Abstained:	0
Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED					

Action Items

a. Finance Committee Policy 213—The committee will take action on the suggested changes

Offered By:	Joanna T.	Seconded by:	Salvador A.		
Motion to approve Policy 213 with said changes.					
Vote Tally:					
All in Favor:	ALL	Opposed:	0	Abstained:	0
Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED					

Adjournment

Offered By:	N/A	Seconded by:	N/A		
No motion made as quorum was lost at 4:21pm. Adjourned at 4:30pm.					
Vote Tally:					
All in Favor:	--	Opposed:	--	Abstained:	--
Motion: <input type="checkbox"/> passed <input type="checkbox"/> failed					

VIII. CERTIFICATION

Official Minutes taken for the **BYLAWS COMMITTEE MEETING** of the Associated Students, Inc., Cal State L.A. held on Tuesday October 6, 2015 in the A.S.I. Conference Room, U-SU 203. Approved by the A.S.I. Bylaws Committee on: _____ Tuesday, October 20, 2015 _____.

Prepared by:



Melody Liu and Frances Tsai
Recording Secretary

Confirmed by:


Jocelyn Diaz

Secretary/Treasurer