# Cabinet of Commissioners Committee Meeting
## Minutes

Friday, October 27, 2017
10 am to 12 pm in the ASI Conference Room 203, U-SU
Attendees: Cabinet of Commissioners & General Public

## I. Organizational Items:

### a. Call to Order
The meeting was called to order at 10 am.

### b. Roll Call

| | | | | |
|---|---|---|---|---|
| **David Garcia** | *Vice President for Administration* | **X** Present ❐ Absent | ❐ Late_____ | ❐ Early Leave |
| **Vacant** | Environmental Affairs Commissioner | ❐ Present ❐ Absent | ❐ Late_____ | ❐ Early Leave |
| **Janielle Eisma** | Housing Representative | ❐ Present ✗Absent | ❐ Late_____ | ❐ Early Leave |
| **Maximiliano Fernandez** | PR & Marketing Commissioner | **X** Present ❐ Absent | ❐ Late_____ | ❐ Early Leave |
| **Diana Pineda** | Spirit Commissioner | **X** Present ❐ Absent | ❐ Late_____ | ❐ Early Leave |
| **Adriana Navarrete** | Elections and Orientation Commissioner | **X** Present ❐ Absent | ❐ Late_____ | ❐ Early Leave |
| **Vacant** | Veterans Affairs Representative | ❐ Present ❐ Absent | ❐ Late_____ | ❐ Early Leave |
| **Jeovany Aguilar** | *JRC Representative (non-voting)* | **X** Present ❐ Absent | ❐ Late_____ | ❐ Early Leave |
| **Marcus Rodriguez** | *Director of Government Affairs & Leadership Programs (non-voting)* | **X** Present ❐ Absent | ❐ Late_____ | ❐ Early Leave |
| **Guests of the Gallery** | | | | |

## c. Approval of Agenda (action):

| Offered By: | Diana Pineda | | Seconded by: | Maximiliano Fernandez | | | |
|---|---|---|---|---|---|---|---|
| Motion: Approve the adoption of Agenda for Friday, October 27, 2017.<br>Discussion: None | | | | | | | |
| Vote Tally: | Consensus | | | | | | |
| **All in Favor** | 3 | **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 Cabinet members.**

- Javier and Valerie, both candidates for the position for Environmental Affairs Commissioner to see the function of the COC. Also, Marcos Montes, VPEAA, is present as part of the public forum.

## III.   Action Items

a.   Policy 017 Review & Action: The cabinet will review recommended policy changes for the Cabinet of Commissioners Code of Procedure - Policy 017.

- Edits to the roles and duties of the PR and Marketing Commissioner. Also, a change in the title, remove

   "Marketing" from title. Marcus proposes to add "Outreach" to the title and change title to PR and Outreach

   Commissioner. Adriana, Diana, and Maximiliano agree with Marcus' proposal.

### Action Items (action):

| Offered By: | Diana Pineda | | Seconded by: | Adriana Navarrete | | |
|---|---|---|---|---|---|---|
| Motion: Approval for all the recommended edits for the PR and Marketing Commissioner Code of Procedures <br> Discussion: None | | | | | | |
| Vote Tally: | Consensus | | | | | |
| All in Favor | 3 | Opposed | 0 | Abstained | 0 | Motion:     Passed |

## IV.   Discussion Items

a.   Projects/Events: The cabinet will discuss upcoming events, initiatives, and meetings planned for the Fall Semester.

- Diana talks about her upcoming event with the Cheer Squad, the Cheer Premier on Nov. 17; Adriana informed the COC about the upcoming info sessions for ASI elections; Maximiliano informs about his next tabling dates to help promote Open Deliberation. In addition, David talks about the vent from the Veteran Resource Center on Nov. 9.

b.   Spring Proposals/Events/Initiatives: The cabinet will discuss proposals, initiatives, and events proposed for the Spring Semester.

- Diana is currently attending meetings for the planning for Spirit Week during the Spring Semester.

   Maximiliano is currently working on developing a new tabling schedule for Spring semester.

## V.    Reports

a.  Vice President for Administration – David Garcia

- David Garcia is working with Marcus Rodriguez to find the best course of action for A.S.I. in regard to the Environmental Affairs Committee and is looking forward to supporting the vision of the C.O.C. and goals of each member.

b.  Spirit Commissioner – Diana Pineda

- Diana Pineda reported that next semester she has the spirit week with athletics. They have only now been given the date is now a matter of getting the week and days aligned with our events. Upcoming event, Cheer premiere November 17th, 2018, the cheer girls will be preforming and debuting their new girls as all as providing traffic for both the male and female basketball game.

c.  PR & Marketing Commissioner – Maximiliano Fernandez

- Assisted in promoting Orientation Leader Information Session on ASI Social Media platforms. Last Thurs. October 26th, I met with the Taskforce for Increasing the Response Rate of Student Opinion Online Surveys on Instruction. Collaborated with ASI Marketing team to help promote Trick-or-Debt tabling. Assisted the College of HHS Reps with two classroom presentations for freshman students.

d.  Elections and Orientation Commissioner – Adriana Navarrete

- Future orientation for recently appointed ASI members and the info sessions.

e.  **A.S.I. Staff** - Marcus Rodriguez

- None

# VI.    Adjournment

| Offered By: | Diana Pineda | | Seconded by: | Maximiliano Fernandez | |
|---|---|---|---|---|---|
| Motion to adjourn the meeting at 11:53 am. | | | | | |
| Vote Tally: | Consensus | | | | |
| All in Favor | 3 | Opposed | 0 | Abstained | 0 | Motion:    passed |

## CERTIFICATION

Official Minutes taken for the **CABINET OF COMMISSIONERS MEETING** of the Associated Students, Inc., Cal State L.A. held on Friday, October 27, 2017 in the A.S.I. Conference Room 203, U-SU. Approved by the A.S.I. Cabinet of Commissioners on: November 17, 2017.


Prepared by:

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Maximiliano Fernandez
Vice Chair



Confirmed by:

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Jazmin Ortiz
Secretary/Treasurer