



Cabinet of Academic Senators

Minutes

Date: Monday, January 22, 2018

Time: 10:00 am to 12 pm

Location: US-U Board Room 303

Attendees: ASI VPAG, ASI Academic Senators, Executive Director, General Public

Type of Meeting: General

1. Organizational Items:

1.1. Call to order by: Neyda Umana, ASI VPAG at 10:05 am

1.2. Roll Call

(Name)	(Position)	(Present, Excused Tardy, Excused Absent, Unexcused Tardy, Unexcused Absent)
Neyda Umana	Vice President of Academic Governance	Present
Jacquelyn Acosta	Undergraduate Academic Senator 1	Present
Elise Dang	Undergraduate Academic Senator 2	Present
Marcial Romero	Undergraduate Academic Senator 3	Present
I' Jazz Brooks	Graduate Academic Senator 1	Unexcused - Tardy
William Hess	Graduate Academic Senator 2	Unexcused- Absence
Marcus Rodriguez	Director of Government Affairs & Leadership Program	Excused-Tardy
Guests of the Gallery	None	

1.3. Adoption of Agenda:

Offered By: E. Dang	Seconded by: M. Romero
Approved by Acclamation	
All in Favor 3	Opposed 0 Abstained 0 Motion: Passed

1.4. Approval of Minutes (action):

Offered By: E. Dang	Seconded by: M. Romero
Approved by Acclamation	
All in Favor 3	Opposed 0 Abstained 0 Motion: Passed

2. Public Forum:

2.1. No Comments

3. Reports:

3.1. Vice President of Academic Governance

- ✦ **N. Umana:** working on reforming policies; specifically, policies 015 and 024 with the hopes that these policies will empower both policies and structures. She has also been working with Executive Committee to reform the biweeklies.

3.2 Academic Senators

- ✦ **J. Acosta:** The University Appeals Board is currently working on redrafting their policy and she is working closely with the board and policy makers to provide student input. She is also working with **E. Dang** in the Senate Collegiate Collaboration Office to create questions for the College Representatives to gather feedback from the students in their designated college to bring back to the senators, so college issues can be addressed.
- ✦ **E. Dang:** EPC (Educational Policy Committee) has changed everything to meet new executive order (Executive Order 1100) and they are working with graduate studies to change their policy as well. The Academic Advisement committee doesn't have a specific charge, it doesn't focus on policy making, yet there is not a specific focus, but they are working to become a standing committee.
- ✦ **M. Romero:** In Fiscal Policy Committee, there is a new chair, Dr. Emily Acevedo, and they are working on submitting formal recommendation in regard to how the university should prioritize their money. For Strategic Planning Committee, there has been a lack of solid direction and needs support; potentially, working with incentives for students who sit on committees.

4. Old Business:

4.1. Informational Item on Spring 2018 Expectations

- ✦ **N. Umana:** VPAG and senators need to collectively address the structural needs of ASI. Also, before meetings, it's important to come prepared, she encourages the senators to read the material and policies before meetings. On that note, to ensure efficiency, she emphasizes that senators respond to their emails in a timely fashion, preferably, 48 hours.

4.2 Discussion Item- Committee Reports

- ✦ **E. Dang:** suggests that students should be accountable for their committee reports and that there needs to be an emphasis on recommendations of business.
- ✦ **M. Romero:** recommends that the committee reports include the mandate of the committee.
- ✦ **N. Umana:** Reports will be due every Sunday at midnight, which gives students/senators/ASI reps the entire week to submit their reports.
- ✦ **J. Brooks:** proposes that we make the reports more flexible so that each student can tailor them to their own information.
- ✦ **M. Rodriguez:** emphasizes that students who sit on committees point out recommendations to benefit students at large.

4.3- Discussion Item- Dr. Veena Prabu

- ✦ **V. Prabu:** she informs us that the proposed number for student senators in the Academic Senate's Constitution is 4 undergraduate senators and 2 graduate senators, and questions whether the 6th senator will be the VPAG. She also updates the committee on the GE (General Education) policy, which only has changes to accommodate Executive Order 1100.
- ✦ **J. Acosta:** opposes the idea for the 6th senator to be the VPAG because it's too many responsibilities for that one individual, also too much power in one person's hands, and takes the opportunity away from another student being involved.
- ✦ **J. Brooks:** advocates that the 6th senator be left open so either an undergraduate or graduate student can apply.

- ✦ **V.Prabu:** clashes with the idea of making the 6th senator seat open because it makes things too complicated
- ✦ **M. Rodriguez:** encourages that there be a sense of unity when the senators go the Senate
- ✦ **N. Umana:** mentions the idea of Student Impact Statements because it would create a strong, united front for pressing issues.

5. New Business:

5.1. Discussion Item- Policy 015 and 024

- ✦ **J.Brooks:** advises that all senators collaborate on making only one transitional folder rather than each senator working on their own
- ✦ **E. Dang:** suggests that the senator that partakes in the post-baccalaureates office should sit in the grad-sub committee
- ✦ **M. Rodriguez:** proposes that 'Marketability' in the title: Senate Office of Marketability be changed to Marketing

5.2 Discussion Item- Policy 023

- ✦ **E. Dang:** raises the concern that if the vicechair of SGC (Shared Governance Council) were to help VPAG read committee reports, then it overlaps with their duty as a senator, who is also in charge of other committee representatives and their reports
- ✦ **J. Brooks:** points out that the process of committee reports is unclear and that there needs to be some chart to show the flow of committee reports. The student writes their reports, and does their due diligence, but then the senator sends the reports go to the VPAG. Definitely needs to be some sort of clarification.
- ✦ **N. Umana:** offers to create a flow map to represent the process of committee reports
- ✦ **E. Dang:** mentions the possibility of having Grammarly available for students to assist them with their reports

Postpone 5.3 to Next CAS

Offered By: Neyda Umana	Seconded by: M. Romero					
Approved by Acclamation						
All in Favor	4	Opposed	0	Abstained	0	Motion: Passed

6. Adjournment

Offered By: Neyda Umana	Seconded by: Elise					
Approved by Acclamation						
All in Favor	4	Opposed	0	Abstained	0	Motion: Passed

Cabinet of Academic Senators Meeting

January 22, 2018

Summary of Actions

- I. Organizational Items
 - a. Roll Call
 - b. Adoption of Agenda:
 - c. Adoption of the Minutes

Adoption of Agenda:

Offered By: E. Dang	Seconded by: M. Romero					
Approved by Acclamation						
All in Favor	3	Opposed	0	Abstained	0	Motion: Passed

Approval of Minutes (action):

Offered By: E. Dang	Seconded by: M. Romero					
Approved by Acclamation						
All in Favor	3	Opposed	0	Abstained	0	Motion: Passed

Postpone 5.3 to Next CAS

Offered By:	Neyda Umana	Seconded by:	M. Romero			
Approved by Acclamation						
All in Favor	4	Opposed	0	Abstained	0	Motion: Passed

7. Adjournment

Offered By:	Neyda Umana	Seconded by:	E. Dang			
Approved by Acclamation						
All in Favor	4	Opposed	0	Abstained	0	Motion: Passed

CERTIFICATION

Official Minutes taken for the **Cabinet of Academic Senators Meeting** of the Associated Students, Inc., Cal State Los Angeles held on January 22, 2018 in the USU Board Room 303 and were approved by consensus by the (your committee) on (date).

Prepared by:

Jacquelyn Acosta

Recording Secretary

Secretary/Treasurer