



Cabinet of College Representatives  
**Meeting Minutes**

Thursday, September 28, 2017

Time: 4:45-6pm

Location: U-SU Board Room 303

Attendees: Board of Directors and General Public

Type of Meeting: General

**I. Organizational Items:**

**a. Call to order by: Kenya Maria Pineda, Cabinet Chair at 4:50pm**

**b. Roll Call**

|                       |                                                                    |                    |
|-----------------------|--------------------------------------------------------------------|--------------------|
| Candy Noriega         | <i>College of Health and Human Services Rep.</i>                   | Present            |
| Jocelyn Vargas        | <i>College of Health and Human Services Rep.</i>                   | Present            |
| Nicholas Amaya        | <i>College of Business &amp; Economics Rep.</i>                    | Unexcused Absence  |
| Giovanni Sy           | <i>College of Business &amp; Economics Rep.</i>                    | Recognized at 4:53 |
| Jesus Mora            | <i>College of Arts and Letters Rep.</i>                            | Recognized at 4:53 |
| Selene Castillo       | <i>College of Arts and Letters Rep.</i>                            | Present            |
| Kenya Pineda          | <i>Charter College of Education Rep.</i>                           | Present            |
| Lavernis Martin       | <i>Charter College of Education Rep</i>                            | Present            |
| Vacant                | <i>College of Engineering, Comp. Science &amp; Technology Rep.</i> | Vacant             |
| Vacant                | <i>College of Engineering, Comp. Science &amp; Technology Rep.</i> | Vacant             |
| Deborah Ascencion     | <i>College of Natural &amp; Social Sciences Rep.</i>               | Present            |
| Lily Nguyen           | <i>College of Natural &amp; Social Sciences Rep.</i>               | Present            |
| Ashley Joseph         | <i>Staff Support</i>                                               | Present            |
| David Zitser          | <i>ASI President</i>                                               | Present            |
| Guests of the Gallery | Joshua Salazar                                                     |                    |

**c. Adoption of Agenda:**

|                                                                                                                                                                      |                       |                     |                        |                  |          |                       |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|---------------------|------------------------|------------------|----------|-----------------------|
| <b>Offered By:</b>                                                                                                                                                   | <b>Jocelyn Vargas</b> | <b>Seconded by:</b> | <b>Lavernis Martin</b> |                  |          |                       |
| Motion to approve the adoption of the agenda for Thursday, September 28, 2017 with the amendment that Ashley's report be moved to Item A under Section III, Reports. |                       |                     |                        |                  |          |                       |
| <b>All in Favor</b>                                                                                                                                                  | <b>9</b>              | <b>Opposed</b>      | <b>0</b>               | <b>Abstained</b> | <b>0</b> | <b>Motion: Passed</b> |

**d. Approval of Minutes (action):**

|                                                                                                                                                                                                                      |                    |                     |                        |                  |          |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|---------------------|------------------------|------------------|----------|
| <b>Offered By:</b>                                                                                                                                                                                                   | <b>Giovanni Sy</b> | <b>Seconded by:</b> | <b>Selene Castillo</b> |                  |          |
| Motion to approve the minutes for Thursday, September 14, 2017 with the amendment to correct the spelling of David Zitser's last name and to change the unexcused tardy's to the time at which they were recognized. |                    |                     |                        |                  |          |
| <b>All in Favor</b>                                                                                                                                                                                                  | <b>9</b>           | <b>Opposed</b>      | <b>0</b>               | <b>Abstained</b> | <b>0</b> |
| <b>Motion: Passed</b>                                                                                                                                                                                                |                    |                     |                        |                  |          |

**II. Public Forum:**

✚ This time is allotted to members of the public to address the board.

✚ None

**III. Reports:**

**a. A.S.I. Staff: Ashley Joseph**

✚ Handout given to all representatives at the meeting outlining Ashley's report.

- It should be decided whether reports are written or oral.

✚ Make sure to CC Ashley and Marcus in emails with collaborating organizations so they are aware.

✚ Suggestions for requesting additional funding:

- Each college could request an additional \$1000 for spring initiatives.
- The Cabinet of College Reps should request an additional \$3000 for the proposed spring college speaker series.

✚ A.S.I. Ignited DEEDS Program

- Accepting donations for hurricane and earthquake relief efforts across the country, in Mexico, and throughout the Caribbean.
- An email will be sent out detailing what specific donations are needed. This email should be forwarded to campus partners. Clubs and organizations will be emailed by Candice from CSI.
- A.S.I. office will be the center for collections.
- There will be flyers available for posting as well as a social media campaign.
- The goal is to send 8 boxes with donations to 8 different locations.

✚ 2018-2019 A.S.I. Elections

- More information to be sent out by Elections Commissioner Adriana by next Wednesday.

✚ Will be out of office from 9/28-10/2.

- Available by text but not email.

✚ CPR Training –CCOE, HHS, & NSS Colleges

- Currently more than 40 spots open that need to be filled. Advertise and print posters from Gus, Brij, or Anthony.
- General registration for the public will be open soon.

✚ B&E College needs to schedule their 2-on-1 with Ashley.

✚ The college representatives greatly appreciate Ashley and all of her help. This unofficial motion was offered by Jesus and seconded by everyone.

**b. Arts & Letters: Jesus Mora & Selene Castillo**

✚ Writing Appreciation Day

- Met with college dean and another woman to discuss general event ideas. Will follow up to decide on specific details.
- For this event, students will display their writings and there will be an open mic/spoken word night in the library.

- David suggests going to the Honors College or NAMI about open mic nights that those organizations have done in the past.
- ✚ Met with Lucas, the event coordinator for career services, about collaborations.
- ✚ Concerns with GIA process

|                                                                                                                     |                     |                     |          |
|---------------------------------------------------------------------------------------------------------------------|---------------------|---------------------|----------|
| <b>Offered By:</b>                                                                                                  | <b>Kenya Pineda</b> | <b>Seconded by:</b> |          |
| Motion to suspend Robert's Rules of Order to discuss concerns about the GIA process and how biweeklies are handled. |                     |                     |          |
| <b>All in Favor</b>                                                                                                 | <b>8</b>            | <b>Opposed</b>      | <b>1</b> |
|                                                                                                                     |                     | <b>Abstained</b>    | <b>0</b> |
| <b>Motion: Passed</b>                                                                                               |                     |                     |          |

- ✚ Process outlined by David:
  - Submit biweekly
  - Jazmin processes the biweeklies by Monday by getting the direct report signatures and applying deductions. This is where most of the backup happens.
  - Information is forwarded to financial aid for disbursement.
- ✚ Main concern is the delayed disbursement of GIA's; GIA's are not disbursed according to the previously outlined payment dates.
  - A problem for people where their only source of income is A.S.I. or they cut hours from their job for A.S.I. and need to make up the difference.
- ✚ In order to propose to put a professional staff member in charge of GIA's, a proposal must be submitted to Bylaws Committee where it will be forwarded to the Executive Committee and then Board of Directors.
  - First step would be to email Jazmin (CC David).

|                                                        |                     |                     |          |
|--------------------------------------------------------|---------------------|---------------------|----------|
| <b>Offered By:</b>                                     | <b>Kenya Pineda</b> | <b>Seconded by:</b> |          |
| Motion to reinstate Robert's Rules of Order at 5:21pm. |                     |                     |          |
| <b>All in Favor</b>                                    | <b>9</b>            | <b>Opposed</b>      | <b>0</b> |
|                                                        |                     | <b>Abstained</b>    | <b>0</b> |
| <b>Motion: Passed</b>                                  |                     |                     |          |

**c. Business & Economics: Gio Sy & Nicholas Amaya**

- ✚ Difficulty in contacting college dean.
  - Be aware of the hierarchy of people in the college; there might be people below the dean who would be worth talking to.
    - Met with Sue who said the dean was out of office until October 2.
  - Shirali (previous B&E Rep) suggested contacting Aaron Doolittle (?).

**d. Charter College of Education: Kenya Maria Pineda & Lavernis Martin**

- ✚ Fall Mix It Up went well. People enjoyed the large games. Surprisingly large turnout of CCOE students.
- ✚ Met with college dean about partnering in future college events and partnerships to establish CCOE more on the map.
- ✚ Spring proposals include CPR training, speaker series, and other collaborative efforts.
- ✚ CPR training needs to be advertised.
- ✚ Contact CCOE reps if interested in touring the hydrogen fueling facility on campus. Possibly the location of future Cabinet meetings.

- e. **Engineering, Computer Science, & Technology: Vacant**
- f. **Natural & Social Sciences: Debbie Ascencion & Lily Nguyen**
  - + Fall Mix It Up went okay. People liked the free smoothies. Fridays are not a good day for events. Many staff and faculty members RSVP'd and were lost at the mixer; they wanted more direction in what to do at the mixer instead of just mingling.
  - + Working on speaker series spring initiative.
- g. **Rongxiang Xu College of Health & Human Services: Candy Noriega & Jocelyn Vargas**
  - + Fall Mix It Up went okay. The time that was good for the reps was not optimal for other students. There was a lot of foot traffic at the end since it was in between class times.
  - + Domestic Violence Series
    - o Title IX Know Your Rights Workshop, Men's Domestic Violence Issues, Self-Defense Workshop, and Clothesline Project.
  - + Collaboration with NAMI delayed due to club recognition status. Details are being worked out with CSI.
  - + The CPR training has been advertised to the dean and a mass email sent to clubs and organizations in the college.
  - + Met with the health center about alcohol awareness week. The health center will be borrowing the life-size board games and a pair of Halloween Horror Nights tickets to be raffled off.
- h. **A.S.I. President: David Zitser**
  - + There is an updated list of the CSI recognized clubs and organizations.
  - + College reps will be responsible for tracking whether volunteers from the Screaming Eagle Volunteer Street Team come to their events. A list of names will be provided and a check-in sheet for volunteers should be available at the event. This sheet will be given to Andrew. This is important because we can reach out to students who are involved as a volunteer about applying for committees and positions when they're eligible.
  - + Contact David if there are any problems with getting in contact with college deans.
  - + Alumni event on October 28 where college reps table with their respective colleges. Opportunity for 4 service hours.

#### IV. **New Business:**

- a. Discussion Item: Co-college Activities – The Cabinet will discuss potential collaborative Speaker Series
  - + D-stress for Midterms
    - o Suggested that two colleges team up to organize this event.
    - o A.S.I. gives out free stuff (scantrons, blue books, snacks, coffee) and table with games to show support for students and give students an opportunity to relax between exams.
  - + Spring Speaker Series
    - o Proposed event would be a collaboration throughout all the colleges to maximize the available funds.
    - o It would be beneficial to request \$3000 as a Cabinet and \$1000 for each individual college. Kenya will be leading the proposal for the additional Cabinet funds.
    - o Look for potential speakers which would help guide students in each college. Speakers whose topic applies to more than one college would also be welcome. For inspiration, watch TED talks and look for people located in Los Angeles.
    - o Make sure to read Aaron's email about how to write a proposal.
  - + HHS Stigma Free
    - o Opens up a space for students to talk about mental health issues without any stigmas. Speakers and performers are present.

- Mental health is an issue faced by students in all colleges. This point is especially significant based on the discussions during the Shared Governance Council Meeting.

 **HHS Safe Spring Break**

- Promotes safety and responsibility among people who want to drink and party.
- This is an issue prevalent to students in all colleges.

**V. Adjournment:**

|                                          |                       |                     |                    |                  |          |                       |
|------------------------------------------|-----------------------|---------------------|--------------------|------------------|----------|-----------------------|
| <b>Offered By:</b>                       | <b>Jocelyn Vargas</b> | <b>Seconded by:</b> | <b>Giovanni Sy</b> |                  |          |                       |
| Motion to adjourn the meeting at 5:43pm. |                       |                     |                    |                  |          |                       |
| <b>All in Favor</b>                      | <b>9</b>              | <b>Opposed</b>      | <b>0</b>           | <b>Abstained</b> | <b>0</b> | <b>Motion: Passed</b> |

CERTIFIED

Associated Students, Inc.  
Cabinet of College Representatives Meeting  
Summary of Actions Taken  
September 28, 2017

**c. Adoption of Agenda:**

|                                                                                                                                                                      |                       |                     |                        |                  |          |                       |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|---------------------|------------------------|------------------|----------|-----------------------|
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| <b>All in Favor</b>                                                                                                                                                  | <b>9</b>              | <b>Opposed</b>      | <b>0</b>               | <b>Abstained</b> | <b>0</b> | <b>Motion: Passed</b> |

**d. Approval of Minutes (action):**

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| <b>All in Favor</b>                                                                                                                                                                                                  | <b>9</b>           | <b>Opposed</b>      | <b>0</b>               | <b>Abstained</b> | <b>0</b> | <b>Motion: Passed</b> |

|                                                                                                                     |                     |                     |          |                  |          |                       |
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|                                                        |                     |                     |          |                  |          |                       |
|--------------------------------------------------------|---------------------|---------------------|----------|------------------|----------|-----------------------|
| <b>Offered By:</b>                                     | <b>Kenya Pineda</b> | <b>Seconded by:</b> |          |                  |          |                       |
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|                                          |                       |                     |                    |                  |          |                       |
|------------------------------------------|-----------------------|---------------------|--------------------|------------------|----------|-----------------------|
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| <b>All in Favor</b>                      | <b>9</b>              | <b>Opposed</b>      | <b>0</b>           | <b>Abstained</b> | <b>0</b> | <b>Motion: Passed</b> |

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**CERTIFICATION**

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Official Minutes taken for the **CABINET OF COLLEGE REPS MEETING** of the Associated Students, Inc, Cal State Los Angeles held on Thursday, September 28, 2017 in the University Student Union 303AB.

Prepared by:

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**Lily Nguyen**  
**Cabinet Vice Chair**

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**Jazmin Ortiz**  
**ASI Secretary and Treasurer**

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