

# Bylaws and Codes of Procedure

## Sub-Committee - Meeting Minutes

- I. Organizational Items:
- a. Wednesday, October 24, 2018
  - b. Call to Order: 3:15pm
  - c. Roll Call

<b>Nia Allen</b>	<i>Chief Justice.</i>	<b>Present</b>
<b>Mikaila Ishaaya</b>	<i>Associate Justice</i>	<b>Present</b>
<b>E'Leaya Harris</b>	<i>Associate Justice</i>	<b>Present</b>
Vacant	<i>Associate Justice</i>	
Vacant	<i>Faculty Appointee</i>	
<b>Jessal Salas</b>	<i>Elections and Orientation Commissioner</i>	<b>Unexcused Tardy Recognized at 3:19pm</b>
<b>Rashad Freeman</b>	<i>ASI Board of Directors Appointment</i>	<b>Present</b>
Vacant	<i>Charter College of Education Rep</i>	
<b>Carol Roberts-Corb</b>	<i>University Designee</i>	<b>Excused Absence</b>
<b>Marcus Rodriquez</b>	<i>Staff Support</i>	<b>Excused Absence</b>
Guests of the Gallery		

- d. Adoption of agenda for Wednesday, October 24, 2018

<b>Offered By:</b>	E'Leaya Harris	<b>Seconded by:</b>	Mikaila Ishaaya			
Motion to approve the adoption of the agenda for Wednesday, October 24, 2018.						
<b>All in Favor</b>	All	<b>Opposed</b>	None	<b>Abstained</b>	None	<b>Motion:</b> Passed

- e. Motion to add new business item

<b>Offered By:</b>	E'Leaya Harris	<b>Seconded by:</b>	Rashad Freeman
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Motion to amend agenda to add new business item on associate justice for upcoming CoC meeting.

<b>All in Favor</b>	All	<b>Opposed</b>	None	<b>Abstained</b>	None	<b>Motion:</b> Passed
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f. Approval of Minutes for Wednesday, October 17, 2018

<b>Offered By:</b>	E'Leaya Harris	<b>Seconded by:</b>	Rashad Freeman
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Motion to table approval of minutes until next meeting.

<b>All in Favor</b>	All	<b>Opposed</b>	None	<b>Abstained</b>	None	<b>Motion:</b> Passed
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### II. Public Forum:

- a. This time is allotted to members of the public to address the board.
  - None

### III. Action:

- a. **Review Policies pertaining to attendance** - The committee will review and take action on policies pertaining to attendance in all positions and make adjustments to ensure alignment.
  - N/A

Motion to table all action items until next meeting.

<b>Offered By:</b>	E'Leaya Harris	<b>Seconded by:</b>	Rashad Freeman			
<b>All in Favor</b>	All	<b>Opposed</b>	None	<b>Abstained</b>	None	<b>Motion:</b> Passed

### IV. Old Business:

- a. **Chief Justice and Associate Justices Position Responsibilities Review** - The committee will review current position requirements and make possible recommendations regarding GIA allocations.

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Motion to table old business item (a) to next meeting.						
<b>Offered By:</b>	Mikaila Ishaaya		<b>Seconded by:</b>		Rashad Freeman	
<b>All in Favor</b>	All	<b>Opposed</b>	None	<b>Abstained</b>	None	<b>Motion:</b> Passed

- b. **Roberts Rules Training** - The committee will discuss a possible structure for Roberts Rules training
- Associate Justices ideally start training clubs next semester
  - Concern 1: student limitations to meet specific times
  - Concern 2: getting a turn-out for "just" Robert's Rules and maintain attention
  - Concern 3: which persons will be invited/reached out to
  - Concern 4: how will the training be carried out (e.g. powerpoint, scenarios, etc)

### V. New Business

- a. **Associate Justice observation for Cabinet of Commissioners meeting on Friday November 2nd at 10am** - The committee will review the availability of associate justices to sit in on an upcoming CoC meeting to ensure compliance with Robert's Rules.
- Concern 1: is this meeting guaranteed to happen
  - Concern 2: conflicting availability of associate justices with class and work schedules

### VI. Reports:

- a. Chief Justice
- Working with Rashad on new program proposal
  - Meeting with Nia Johnson
  - Ideally continuing Biweekly meetings with consistency
  - Looking into getting staff on the Bylaws meeting
- b. Associate Justice 1
- Helped table last week
  - Sitting in on upcoming meeting
  - Checking up on uploaded minutes
- c. Associate Justice 2
- Helped table last week
  - Sitting in on upcoming meeting
  - Upcoming biweekly meeting with chief justice
- d. Elections and Orientation Commissioner
- Presented report and awaiting response
- e. ASI Staff
- N/A

### VII. Adjournment:

Motion to adjourn at <u>3.43pm</u> .
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<b>Offered By:</b>	Rashad Freeman	<b>Seconded by:</b> E'Leaya Harris				
<b>All in Favor</b>	All	<b>Opposed</b>	None	<b>Abstained</b>	None	<b>Motion:</b> Passed