



Executive Committee Meeting Minutes

Tuesday, June 27th, 2017

Time: 4:15 – 5:45PM

Location: U-SU Board Room 303

Attendees: Committee Members, General Public

Type of Meeting: General

I. Organizational Items:

Call to order by: Executive Committee at 4:17PM

b. Roll Call

David Zitser	<i>President</i>	Present
David Garcia	<i>Vice President for Administration</i>	Present
Neyda Umana	<i>Vice President for Academic Governance</i>	Present
Aaron Castaneda	<i>Vice President for Finance</i>	Present
Marcos Montes	<i>Vice President for External Affairs and Advancement</i>	Present
Jazmin Ortiz	<i>Secretary/ Treasurer</i>	Present
Dr. Jennifer Miller	<i>University President's Designee</i>	Excused Tardy
Intef W. Weser	<i>Executive Director</i>	Present
Marcus Rodriguez	<i>Director of Programs and Leadership</i>	Present
Dena Florez	<i>Office Manager of Administration & Services</i>	Present
Guests of the Gallery	None	

c. Adoption of Agenda:

Offered By:		Aaron Castaneda		Seconded by:		Neyda Umana	
Motion to approve the adoption of the agenda for Board of Director's meeting on Thursday, May 4th, 2017							
All in Favor	All	Opposed	0	Abstained	0	Motion: PASSED	

c. Adoption of Amendment to the Agenda:

Offered By:		Aaron Castaneda		Seconded by:		Neyda Umana	
Motion to approve new amendment for letter F. to the Agenda: Post 2018-2018 Proposed Operating Budget Line Item Anna Bing Arnold Child Care Center. Adding to Amendment F: Moving it from discussion Item F to New Business D. on June 27, 2017							
All in Favor	All	Opposed	0	Abstained	0	Motion: PASSED	

d. Approval of Minutes (action): No Minutes

Offered By:		Seconded by:				
Approval of minutes for Tuesday, May 2, 2017						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

II. Public Forum

a. This time is allotted to members of the public to address the committee.

None

III. New Business

A. Executive Committee Code and Procedure Review Policy 003– The committee will review the Executive Committee COP.

i. Document Availability Online – The committee will briefly review how to access Administrative Governing policies and procedures.

✚ Review on Policy 003: Previous approved policy 003 was presented but not approved to bylaws or BOD

✚ Intef: Unsure if it was approved for bylaws

✚ David: Link on the website

✚ Marcos: Approved but didn't make it into bylaws

✚ Neyda: Read Article One & Two

✚ Marcos: Refer to ASI website Click on Code and Procedures of Policy and that will give you the updated version

✚ David Z.: The executive last year did not go over the budget

✚ Intef: Changes the structure of policy, biweekly, ways to create new procedures

B. Executive Committee Expectations – The committee will review expectations and goals discussed at first summer Executive Officer meeting.

✚ David: Treat each other with respect, professional attitude, lead by example, stay focus in the meetings

✚ Marcos: No one on phones during emails and don't be inappropriate with emails

✚ Intef: Put phones in front away from yourself

✚ David Z: Attend to each other's events

✚ Aaron: Respond to emails, don't expect things to be done within the same hour, but please respond to emails

✚ Marcos: Code of ethics

C. Priority Brainstorm Session – The Executive Committee will discuss and brainstorm priorities for A.S.I. for the 2017-18 school year.

✚ David Z: Want to spread productive awareness about ASI and the resources this office holds rather than just an office that gives out blue books and sanctions. Reconstruction, marketing, build better campus communications, social media and clubs to advertise ASI. Developing the app more precise so students can know what is going on in ASI and clubs on campus. Perhaps a club calendar on the ASI website. Is there anything anyone wants too add?

✚ Aaron: Stress to complete strategic plan, more people to focus on environment scans. Have the students become more aware of the issues the BOD recognize.

✚ Neyda: Place an emphases on special media related/app related should be stressed. Really look at demographics/students and the items to increase our social media viewers.

✚ David G: I agree with strategic planning, need to highlight building stronger campus, and community commination on campus, starts with us executives setting an example. Perhaps use classroom presentations to increase ASI awareness and outreach. Receiving more feedback from student can help ASI with strategic plan. Having more connections with students, more engagement that can help becoming a strong team.

✚ Jasmine: Don't the clubs report to the college reps?

✚ David Z: That is something the college reps will work on.

✚ Jasmine: When will that start?

✚ David Z: Ideally Fall, but depends on college reps.

✚ NEYDA: How do we want the year to end? How ASI's reputation, how to improve ASI and leave with issues being fixed. Don't want to become comfortable and adapt to inefficient systems. Want to leave ASI with improvements

✚ David: Focus on collaborating with other programs on campus. There is a lot we can do to grow internally. More students can get involved on campus. Looking at the entities on campus to support each other. Moving onto next topic of agenda: priorities/expectations

D. Importance of Agenda Development and Minutes – The committee will review and discuss the importance of managing agendas and minutes to attain organizational success.

None

i. Gloria Romero Act of 2000

e. BOD Agenda – The committee will discuss potential agenda items for the next BOD

i. Appointments.

None

F: Post 2018-2019 Proposed Operating Budget Line Item Anna Bing Arnold Child Care

- David Z: Great lets move on to the 2017-2018 budget and how we can adjust it and can be approved by the university. Quick background, Met with President Covino and discussed 125,211 for the next four year so we can find a solution for the child center. Either donations or grants. They approved it, but wouldn't sign unless it was child center portion budget. Instead of doing that amount, we would do around 137, 500 and something to include that into this year's budget and over the next years, we increase a 10% each year until it satisfies the agreement for the child center. We could possibly find alternative ways of funding for the child center for the budget. Hopefully passing a new referendum that this portion needs to go to the child care system. Covino is in support on passing this referendum, but didn't agree with the amendment.
- Aaron: Delay it by a year for 2018-2019 so we can work on that referendum. Find solutions, because we can't fully fund as of now (this year). 1.4 million budget since 1996 that goes to programs and staff so that's why we are in the pickle. I understand president Covino is coming from in terms of that. At the end of the year, we can send a memo to support the board to find a solution to this. President Covino did not like the idea of this.
- David Z: He was more in favor for the working group idea, It would delay the solution. Anything need to add?
- Aaron: Looking at options with the university or lawyers to help guide us on this issue.
- Intef: We will be operating off the 2016-2017 budget and what conflicts that will be at hand when looking into this problem
- Jen: I encourage the word choice, problem, folks are being concerns that the money is not being used as funding but Child Care center was still being supported. Our lawyers can disagree, but if the president doesn't sign it, it can be a issue. I just encourage to be careful how we talk about it.
- David: Nobody here has a problem with the child care center, more of a freedom of how we use our budget, reasons why we are discussing the new referendum. We are not in a binding contract that we have to spend our money in this way, the issue is using the money how the students want.
- Aaron: I don't agree with the narrative that ASI is against the Child Center. I'm saying we can't fully support the child centers, I just don't like the conversation of ASI is completely against child center. We should support the child center in any way we can. Time is now to work on this.
- Marcos: Focus on the timeline budget, I agree funding 140 for child center, but the 10% increase is probably not the best interest, don't understand the reason for this 10% increase, what will they do with that money?
- Dena: This is the now the third administration system that is working on this issue. We are on a trailer system, so it's a bit of a process. With the 10% increase, go to the child center that see where they money can go, like technology. So move it to 2018-2019, will student fees increase? Increase 12,500 in that 10%. Maybe bring up a fee for Child Care.
- Intef: There are things that can be done, put it up for a student vote, conversations we need to have of where we can put potential in fixing these issues, revisiting this issue with students.
- David: We are looking for donators and attending the board meetings. This referendum wouldn't increase tuition.
- Jen: Receiving the time of the budget, my understanding 12,500 a good opportunity to work with Aaron. Our money is public, can be looked at and where it's going. How to use student fees to benefit the students. What are our priorities?
- David Z: Programming budget is like 120,000 budget, taking 12,500 from there can be possible
- Aaron: Concern, come to an agreement for august and ask for additional funding? Priority budget draft
- David: Motion to extend the meeting for 15 minutes. Approved
- Dena: A.S.I. is not eligible to accept donations, it this something President Covino will accept?
- David Z: I believe so, I mentioned this in general for ASI and send a memo ion changing that as a resolution, I believe he will sign off on that
- Marcos: Can we wait for August? Would we take it out of pour budget now?

- ✚ Intef: Still working off last year's budget since our new budget is not approved. We have two more board meetings, unsure if it can be solved by then.
- ✚ Aaron: Give us until August to make a determination. We do have a plan to resolve this issue.
- ✚ Neyda: If it will be brought up on the next BOD, we need a presentation and look at the funding the child care is receiving and gather that information/research in depth. I see the need in child care funding, but making sure the student body in an appropriate state
- ✚ David Z: Me, Aaron and Dena will be at the meeting on Friday. 125,000 for now and possible work out a new way of funding. Is this a good direction?
- ✚ Aaron: That is okay, we will push the budget, and alternative is August plan.
- ✚ Marcos: Worry about the referendum option because of a failure
- ✚ David Z: Original idea is not a tuition fee increase rather returning the choice to the students and freedom of the board to decide
- ✚ Aaron: University Index is more plausible, perhaps a dollar increase.
- ✚ David Z.: raise it in a way should have more of a say in our budget.
- ✚ Aaron: supported of the Child Care Center.
- ✚ Jen: Resources, we are working on reserves. Slowly catching up to student growth. We are university that have low student fees.
- ✚ David Z: Aaron wrote a template but will be discussed next meeting since we ran out of time. Please start writing reports to bring to meeting. Meeting adjured
- ✚ Marcos: We need to engage the board as much as possible.
- ✚ David Z: It will be clear, that ASI comes up with, it's not official
- ✚ Aaron: It will be discuss on the behalf of the entire board.

IV. Reports

A.) A.S.I President: **David Zitser**





B.) A.S.I Vice President for Administration: **David Garcia**

C.) A.S.I Vice President for Academic Governance: **Neyda Umana**

- ✚ Neyda: I am in charge of filling University College Committees, emphasizing on how we recruit and student body and give student voice. Mention to jasmine on orientation changes and solidify issue so next years there can be a path way of what students need to get done. Update our website as often as possible.
- ✚ Intef: I met with the directors on the council, figuring out issue on appointment process and committees for student involvement. What's the best way of tracking them? The more efficient way.
- ✚ Marcus: Identify each groups that will benefit the students and use our time efficiently, especially on the website. Making notes of more constructive website, please let Gus know by leaving him notes.
- ✚ David G: Regarding the website, it is a process with the coding. It is a process when you have a team working. We can add a marking strategy to get more involvement.
- ✚ Neyda: I understand work being done on website/app. Do we have a timeline when we have an expectation for a new launch?
- ✚ Intef: Gus has the timeline, goal to have a set up before fall.
- ✚ Marcus: We had a contract pending with app vendor. We have a lot of options available. Re-introduce students to tools. A lot of dynamic options available.
- ✚ David Z: Great, let's focus on one more executive goal.

D.) A.S.I Vice President for Finance: **Aaron Castaneda**

- ✚ Aaron: Start with Public transportation, this project during construction will be a problem because it takes away about 750 spaces for about 14 months but will gain 2,000 spaces. But we need to find other ways for students with transportation.
- ✚ David Z: I attended meeting, alternative modes of transportation, I will forward presentation.
- ✚ Neyda: There is an app on campus for carpool?
- ✚ David Z: "Ride Amigos" it's in the presentation, I will share.
- ✚ David Z: Parking project will take about 12-14 months to complete and Parking permits going up: Alhambra are \$90 and onsite \$195. Keep in mind we will hear a lot of complaints.
- ✚ Intef: Offsite parking could be a more affordable option for parking.

- e. A.S.I. Vice President for External Affairs and Advancement: Marcos Montes
 NONE
- f. A.S.I Secretary/ Treasurer: Jazmin Ortiz g. A.S.I. Board of Directors
 NONE
- h. A.S.I. Staff : Intef W. Weser and Marcus Rodriguez
 NONE
- i. University Designee: Dr. Jennifer Miller, Dean of Students
 NONE

VIII. Adjournment

Offered By:	David Zitzer	Seconded by:	Marcos Montes			
Motion to adjourn today's BOD meeting at 6:03pm						
All in Favor	All	Opposed	0	Abstained	0	Motion: PASSED

Executive Committee Meeting
Tuesday, June 27, 2017
Summary of Actions

I. Organizational Items:

Call to order by: Executive Committee at 4:17PM

b. Roll Call

c. Adoption of Agenda:

Offered By:	Aaron Castaneda	Seconded by:	Neyda Umana			
Motion to approve the adoption of the agenda for Board of Director's meeting on Thursday, May 4th, 2017						
All in Favor	All	Opposed	0	Abstained	0	Motion: PASSED

c. Adoption of Amendment to the Agenda:

Offered By:	Aaron Castaneda	Seconded by:	Neyda Umana			
Motion to approve new amendment for letter F. to the Agenda: Post 2018-2018 Proposed Operating Budget Line Item Anna Bing Arnold Child Care Center. Adding to Amendment F: Moving it from discussion Item F to New Business D. on June 27, 2017						
All in Favor	All	Opposed	0	Abstained	0	Motion: PASSED

d. Approval of Minutes (action): No Minutes

Offered By:		Seconded by:				
Approval of minutes for Tuesday, May 2, 2017						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

VIII. Adjournment

Offered By:	David Zitser	Seconded by:	Marcos Montes			
Motion to adjourn today's BOD meeting at 6:03pm						
All in Favor	All	Opposed	0	Abstained	0	Motion: PASSED

CERTIFICATION

Official Minutes taken for the Executive Committee Meeting of the Associated Students, Inc, Cal State Los Angeles held on Tuesday, June 27, 2017 in the U-SU Board Room 303AB. Consensus by the A.S.I. Executive Committee Meeting Tuesday, June 27, 2017.

Prepared by:

Dena Florez, Recording Secretary

Jazmin Ortiz - Secretary/Treasurer