



# Bylaws/ COP Subcommittee Meeting Minutes

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Monday, August 28, 2017

12:00 pm – 1:30 pm; U-SU Board Room 303AB

Attendees: Bylaws and Judicial Review Committee & General Public

## I. Organizational Items:

### a. Call to Order

The meeting was called to order at 12:06 PM.

### b. Roll Call

Jeovany Aguilar	Chief Justice	<input checked="" type="checkbox"/> Present
Gabriel Babuch	Associate Justice	<input checked="" type="checkbox"/> Present
Zermeen Vakil	Associate Justice	<input checked="" type="checkbox"/> Present
Rachel Duffy	Associate Justice	<input checked="" type="checkbox"/> Present
Adriana Navarette	Elections and Orientation Commissioner	<input checked="" type="checkbox"/> Excused Late 12:24 PM
Vacant	Committee Member	<input checked="" type="checkbox"/> Vacant
Vacant	Board of Directors Representative	<input checked="" type="checkbox"/> Vacant
Dr. Gar Culbert	Faculty Member	<input checked="" type="checkbox"/> Excused Absent
Intef W. Weser	Executive Director	<input checked="" type="checkbox"/> Present
Carol Roberts-Corb	University President's Designee	<input checked="" type="checkbox"/> Present
Guests of the Gallery		

### c. Approval of Agenda (action):

➤ Additional Notes (if necessary)

<b>Offered By:</b>	<b>Gabe B.</b>	<b>Seconded by:</b>	<b>Zermeen V.</b>
Motion to approve the adoption of Agenda for Monday, August 28, 2017.			
Discussion:			
<b>Vote Tally:</b>			
<b>All in Favor:</b>	<b>ALL</b>	<b>Opposed:</b>	<b>0</b>
		<b>Abstained:</b>	<b>0</b>
		<b>Motion:</b>	<input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

## II. Public Forum/Announcement:

This time is allotted for members of the public or representatives to make announcements to the Bylaws Committee members.

a. None.

## III. New Business

### IV. Action

a. Review Policy 208 – Bylaws committee members will review and act on recommended edits to the Risk Management Policy.

➤ Managing risk, university clarification needed regarding injuries

- Liaison with clubs
- Liability

<b>Offered By:</b>	<b>Rachel D.</b>	<b>Seconded by:</b>	<b>Gabriel B.</b>			
Motion to approve the ASI Risk Management Policy Discussion:						
<b>Vote Tally:</b>						
<b>All in Favor:</b>	<b>ALL</b>	<b>Opposed:</b>	<b>0</b>	<b>Abstained:</b>	<b>0</b>	<b>Motion:</b> <input checked="" type="checkbox"/> <b>PASSED</b> <input type="checkbox"/> <b>FAILED</b>

- b. Review Policy 201 – Bylaws committee members will review and act on recommended edits to the Finance Committee Code of Procedure.
- Word choice (appointed and elected vs. current), quorum: 50% +1  
(Article 2 Section 2)
  - Article 4 as is
  - Amendment to include in article 4 item d—Finance documents should be posted 72 hours in advance

<b>Offered By:</b>	<b>Gabriel B.</b>	<b>Seconded by:</b>	<b>Zermeen V.</b>			
Motion to approve the policy for the Finance Committee Code of Procedure, amend Section 2 and send suggestions and warnings. Discussion:						
<b>Vote Tally:</b>						
<b>All in Favor:</b>	<b>ALL</b>	<b>Opposed:</b>	<b>0</b>	<b>Abstained:</b>	<b>0</b>	<b>Motion:</b> <input checked="" type="checkbox"/> <b>PASSED</b> <input type="checkbox"/> <b>FAILED</b>

- c. Review Policy 218 – Bylaws committee members will review and act on recommended edits to the Referendum Guidelines.
1. Postponed
- d. Review Policy 213 – Bylaws Committee members will review and act on recommended edits to the Academic/Student Organization Travel policy.
1. Increasing safety,
  2. Providing student information

<b>Offered By:</b>	<b>Rachel D.</b>	<b>Seconded by:</b>	<b>Zermeen V.</b>			
Motion to approve the Academic/Student Organization Travel policy edits. Discussion:						
<b>Vote Tally:</b>						
<b>All in Favor:</b>	<b>ALL</b>	<b>Opposed:</b>	<b>0</b>	<b>Abstained:</b>	<b>0</b>	<b>Motion:</b> <input checked="" type="checkbox"/> <b>PASSED</b> <input type="checkbox"/> <b>FAILED</b>

- e. Review Policy 101 – Bylaws committee members will review and act on recommended edits to the Personnel Committee Code of Procedure.

<b>Offered By:</b>	<b>Zermeen V.</b>	<b>Seconded by:</b>	<b>Gabriel B.</b>			
Motion to approve the recommended edits to the Personnel Committee Code of Procedure. Discussion:						
<b>Vote Tally:</b>						
<b>All in Favor:</b>	<b>ALL</b>	<b>Opposed:</b>	<b>0</b>	<b>Abstained:</b>	<b>0</b>	<b>Motion:</b> <input checked="" type="checkbox"/> <b>PASSED</b> <input type="checkbox"/> <b>FAILED</b>

f. Review Policy 005 – Bylaws committee members will review and act on recommended edits to the Grant-In-Aid policy.

g. Review Policy 302 – Bylaws committee members will review and recommend edits to the Bylaws and Codes of Procedure SubCommittee Code of Procedure.

h. Review Policy 003 – Bylaws committee members will review and act on recommended edits to the Executive Committee Code of Procedure.

<b>Offered By:</b>	<b>Zermeen V.</b>	<b>Seconded by:</b>	<b>Gabriel B.</b>			
Motion to postpone discussion of Policy 005, 302, and 003 to the next meeting. Discussion:						
<b>Vote Tally:</b>						
<b>All in Favor:</b>	<b>ALL</b>	<b>Opposed:</b>	<b>0</b>	<b>Abstained:</b>	<b>0</b>	<b>Motion:</b> <input checked="" type="checkbox"/> <b>PASSED</b> <input type="checkbox"/> <b>FAILED</b>

**V.Reports**

- a. Chief Justice: **Jeovany Aguilar**
- b. Associate Justices
  - a. **Gabriel**
  - b. **Zermeen**
  - c. **Rachel**
- c. ASI Executive Director: **Intef Weser**

**VII. Adjournment**

<b>Offered By:</b>	<b>Zermeen V.</b>	<b>Seconded by:</b>	<b>Rachel D.</b>			
Motion to adjourn the meeting at <b>1:28 PM</b> . Discussion:						
<b>Vote Tally:</b>	all					
<b>All in Favor:</b>	<b>ALL</b>	<b>Opposed</b>	<b>0</b>	<b>Abstained:</b>	<b>0</b>	<b>Motion:</b> <input checked="" type="checkbox"/> <b>PASSED</b> <input type="checkbox"/> <b>FAILED</b>

Associated Students, Inc.  
Bylaws/COP Subcommittee Meeting  
**Summary of Actions Taken**  
**Monday, August 28, 2017**

**Organizational Items**

- a. **Approval of Agenda (action):**

<b>Offered By:</b>	<b>Gabriel B.</b>	<b>Seconded by:</b>	<b>Zermeen V.</b>
Motion to approve the adoption of Agenda for Monday, August 28, 2017.			
<b>All in Favor:</b>	<b>ALL</b>	<b>Opposed:</b>	<b>0</b>
		<b>Abstained:</b>	<b>0</b>
<b>Motion:</b>		<input checked="" type="checkbox"/> <b>PASSED</b>	<input type="checkbox"/> <b>FAILED</b>

**b. Motion**

<b>Offered By:</b>	<b>Rachel D.</b>	<b>Seconded by:</b>	<b>Gabriel B.</b>
Motion to approve the ASI Risk Management Policy			
<b>All in Favor:</b>	<b>ALL</b>	<b>Opposed:</b>	<b>0</b>
		<b>Abstained:</b>	<b>0</b>
<b>Motion:</b>		<input checked="" type="checkbox"/> <b>PASSED</b>	<input type="checkbox"/> <b>FAILED</b>

<b>Offered By:</b>	<b>Gabriel B.</b>	<b>Seconded by:</b>	<b>Zermeen V.</b>
Motion to approve the policy for the Finance Committee Code of Procedure, amend Section 2 and send suggestions and warnings.			
Discussion:			
<b>All in Favor:</b>	<b>ALL</b>	<b>Opposed:</b>	<b>0</b>
		<b>Abstained:</b>	<b>0</b>
<b>Motion:</b>		<input checked="" type="checkbox"/> <b>PASSED</b>	<input type="checkbox"/> <b>FAILED</b>

<b>Offered By:</b>	<b>Rachel D.</b>	<b>Seconded by:</b>	<b>Zermeen V.</b>
Motion to approve the Academic/Student Organization Travel policy edits.			
Discussion:			
<b>All in Favor:</b>	<b>ALL</b>	<b>Opposed:</b>	<b>0</b>
		<b>Abstained:</b>	<b>0</b>
<b>Motion:</b>		<input checked="" type="checkbox"/> <b>PASSED</b>	<input type="checkbox"/> <b>FAILED</b>

<b>Offered By:</b>	<b>Zermeen V.</b>	<b>Seconded by:</b>	<b>Gabriel B.</b>
Motion to approve the recommended edits to the Personnel Committee Code of Procedure.			
<b>All in Favor:</b>	<b>ALL</b>	<b>Opposed:</b>	<b>0</b>
		<b>Abstained:</b>	<b>0</b>
<b>Motion:</b>		<input checked="" type="checkbox"/> <b>PASSED</b>	<input type="checkbox"/> <b>FAILED</b>

<b>Offered By:</b>	<b>Zermeen V.</b>	<b>Seconded by:</b>	<b>Gabriel B.</b>
Motion to postpone discussion of Policy 005, 302, and 003 to the next meeting.			
<b>All in Favor:</b>	<b>ALL</b>	<b>Opposed:</b>	<b>0</b>
		<b>Abstained:</b>	<b>0</b>
<b>Motion:</b>		<input checked="" type="checkbox"/> <b>PASSED</b>	<input type="checkbox"/> <b>FAILED</b>

**c. Adjournment**

<b>Offered By:</b>	<b>Zermeen V.</b>	<b>Seconded by:</b>	<b>Rachel D.</b>
Motion to adjourn the meeting at <b>1:28 pm</b> .			
<b>All in Favor:</b>	<b>ALL</b>	<b>Opposed:</b>	<b>0</b>
		<b>Abstained:</b>	<b>0</b>
<b>Motion:</b>		<input checked="" type="checkbox"/> <b>PASSED</b>	<input type="checkbox"/> <b>FAILED</b>

**VI. CERTIFICATION**

Official Minutes taken for the **BYLAWS COMMITTEE MEETING** of the Associated Students, Inc., Cal State L.A. held on Monday, August 28, 2017 in the U-SU Board Room, U-SU 303AB. Approved by the A.S.I. Bylaws Committee on: \_\_\_\_\_.

Prepared by:

\_\_\_\_\_

Recording Secretary and Committee Chair

Confirmed by:

\_\_\_\_\_

Secretary/Treasurer