



Bylaws/ COP Subcommittee Meeting

Minutes

Tuesday, April 19, 2016

3:15 pm - 4:30 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 3:20 PM.

b. Roll Call

Frances Tsai	Chief Justice	<input checked="" type="checkbox"/> Present
Joanna Tien	Associate Justice	<input checked="" type="checkbox"/> Present
Salvador Alejo III	Associate Justice	<input checked="" type="checkbox"/> Excused Late <u>3:24 PM</u>
Vacant	Associate Justice	
Alejandro Gamboa	Student Representative at Large	<input checked="" type="checkbox"/> Present
Mihika Modi	Elections and Orientation Commissioner	<input checked="" type="checkbox"/> Excused Absent
Megan Marie Dia	Board of Directors Representative	<input checked="" type="checkbox"/> Present
Dr. Gar Culbert	Faculty Member (Pending Approval)	<input checked="" type="checkbox"/> Excused Absent
Ashley Joseph	Programs Coordinator	<input checked="" type="checkbox"/> Excused Absent
Intef W. Weser	Executive Director	<input checked="" type="checkbox"/> Present
Letycia Gomez	University President's Designee (Substitute: Dr. Jennifer Miller)	<input checked="" type="checkbox"/> Excused Late <u>3:29 PM</u>
Guests of the Gallery		

c. Approval of Agenda (action):

➤ Additional Notes (if necessary)

Offered By:	Joanna T.	Seconded by:	Megan D.
Motion to approve the adoption of Agenda for Tuesday, April 19, 2016.			
Discussion:			
<ul style="list-style-type: none"> Friendly amendment to strike Discussion Items B, C, D as they were already approved and not prepared. 			
Vote Tally:			
All in Favor:	ALL	Opposed:	0
		Abstained:	0
		Motion:	<input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

d. Approval of Minutes (action):

➤ Additional Notes (if necessary)

Offered By:	Joanna T.	Seconded by:	Alejandro G.
Motion to approve the adoption of Minutes for Tuesday, April 5, 2016.			
Discussion:			
Vote Tally:			
All in Favor:	ALL	Opposed:	0
		Abstained:	0
		Motion:	<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. Action Items

a. **Policy 114 Personnel Committee Grievance Process** – The committee will take action on suggested changes to the policy.

Offered By:	Alejandro G.	Seconded by:	Megan D.			
Motion to approve Policy 114. Discussion:						
<ul style="list-style-type: none"> • Frances: Personnel Committee took our suggestions to remove the President, VP of Student Life, and Dean of Students to assume the role of the ED. In the end, it is still HR. • Salvador: Should there be an “a” or “the” before HR? • Frances: It is “a.” Does this mean that the HR professional does not necessarily have to come from the HR office? It can be any HR official? • Intef: It has to be someone on campus, so we can put Cal State LA because we don't have a contract with anyone else. You can put “Cal State LA” in if you want it to be clear. • Frances: Is A.S.I. not allowed to use third party Human Resources? • Intef: Yes, we either develop and train our own staff or contract with the University. 						
Vote Tally:						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

b. **Policy 218 Finance Committee Referendum Guidelines** – The committee will take action on suggested changes to the policy.

Offered By:	Joanna T.	Seconded by:	Megan D.			
Motion to approve Policy 218. Discussion:						
<ul style="list-style-type: none"> • Frances: We saw this last time and at the last Board of Directors that none of the policies were approved. The most recent copies of the changes to the policy will be presented to the Board of Directors on Thursday. All the highlighted changes were approved by Finance. The authority level system section will not be implemented until it has been implemented in the A.S.I. Bylaws. • Alejandro: Are you talking about 5 or 6 non-voting members? • Frances: I mean 6 non-voting members because the Academic Senate was not added last time. • Intef: Is student staff voting? • Alejandro: Do student staff work in the office? • Intef: Yes, and this referendum would allow them to vote. • Alejandro: That would be a good thing because we can get another perspective. • Frances: I would keep it as is. • Alejandro: What does 6.2.1.7 mean in regards to referendums? • Frances: It is when a few students bring a referendum that needs the support of the Finance Committee. Are they listed as non-voting because they would be for it anyways? • Intef: Probably. • Intef: What were Antonio's additions? • Frances: They are all here. Also, we needed to add in the “(only votes in the event of a tie)” and “(non-voting, Chair).” 						
Vote Tally:						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

c. **Policy 214 Finance Committee Travel Procedures** – The committee will take action on suggested changes to the policy.

Offered By:	Alejandro G.	Seconded by:	Salvador A.			
Motion to approve Policy 214. Discussion:						
<ul style="list-style-type: none"> • Intef: The first section was adjusted. Some things and criteria are still unclear, but they approved it. Still ambiguous. • Alejandro: Is it about the two-thirds majority vote? • Intef: That was my concern. We have criteria, but Ejmin felt like it was limiting and that all other students should go. • Frances: If international traveling students are also traveling, would they not also need to meet the criteria? 						

- Intef: I think we need to clarify that they need to be representing Cal State LA.
- Dr. Miller: What would be a situation where they would not be representing Cal State LA?
- Frances: If students go on alternative break?
- Intef: There are only three tracks and this creates a fourth, ambiguous track. I do feel like clarifying that students must be representing Cal State LA is important.
- Frances: Also, when it says "others", it could also be talking about any non-Cal State LA student.
- Alejandro: The third option should be clarified as the last resort. Or else people would be able to go around the policy.
- Intef: "Representing Cal State LA students" should be the top sentence.
- Megan: Can you put something about good standing too? Or else you can get someone who is doing really poorly in their classes.
- Dr. Miller: Do you mean academically or in regards to social conduct? It needs to be clarified.
- Intef: What about if we put "good standing" and define it.
- Alejandro: Does the university policy qualify both? If so, it should just refer to university policy.
- Intef: I will look up what it says.
- Frances: Let's go back to this after we finish all the other changes. Perhaps we add a reference section in the policy that has access to the university's travel policy and other documents listed?
- Intef: That could work.
- Frances: I think we should specify that Cal State LA students must be the ones who can travel.
- Intef: We can deliberate what we think it should be, but we should let them decide. I don't want the third clause to prevent it from being approved.
- Alejandro: I think we need criteria. I think we should leave it as open discussion.
- Frances: We should leave it as a suggestion and leave some language for them to consider, basically saying that there is further clarification and this is what we think in terms of our Bylaws.
- Alejandro: Ejin just wants a 2.0 minimum GPA?
- Intef: Yes, for Lobby Corps. I don't know about the other ones.
- Megan: Would the GPA be from your high school GPA?
- Intef: I think we should specify a Cal State LA GPA?
- Frances: For Lobby Corp? Wouldn't we have to change the Lobby Corp policy too? Should it be "Cal State LA students with good academic standing"?
- Intef: Cal State LA students must be in good academic standing and be approved by the Board of Directors.
- Frances: All other Cal State LA students must be in good standing with the university in order to be approved by the Board of Directors.
- Intef: So we are going to add good standing and a reference section? I'll find the references.

Vote Tally:						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

d. **Policy 213 Finance Committee A.S.I. Academic/Student Organization Travel** – The committee will take action on suggested changes to the policy.

Offered By:	Joanna T.	Seconded by:	Alejandro G.			
Motion to approve Policy 213. Discussion:						
<ul style="list-style-type: none"> • Frances: Antonio changed the numbering to match the new numbering system. In 5.9, before – "can" said "must" and "with" said "by." What is the majority vote? Of the present or the total membership? • Intef: Of the voting membership. 						
Vote Tally:						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

IV. Discussion

a. **2016-2017 General Elections** – The Elections Committee will share an update on the 2016-2017 Elections.

- Frances: Right now, there is a debate going on in King Hall, which is why Ashley and our Elections Commissioner are not here. Just keep an eye out on the election schedule and your own schedule just in case there are any grievances filed.

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V. Reports

- a. Chief Justice
 - i. In terms of Executive Committee, I recommended they add Chief Justice as a non-voting position to give a voice and perspective of the Justices' points of view. That requires another Justice to be there as parliamentarian. Also, we are getting a new Associate Justice this Thursday.
- b. Associate Justices
- c. Programs Coordinator: **Ashley Joseph**
- d. University Designee: **Dr. Jennifer Miller** (Letycia Gomez's substitute)
 - i. On behalf of Letycia, it is nice to see your meetings and the process is really important.
- e. Faculty Advisor: **Dr. Gar Culbert (Pending Approval)**
- f. A.S.I. Staff: **Intef Weser**

VI. Adjournment

Offered By:	Joanna T.	Seconded by:	Alejandro G.					
Motion to adjourn the meeting at 4:10 pm . Discussion:								
Vote Tally:								
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion:	<input checked="" type="checkbox"/> PASSED	<input type="checkbox"/> FAILED

Associated Students, Inc.
 Bylaws/COP Subcommittee Meeting
Summary of Actions Taken
Tuesday, April 19, 2016

Organizational Items

a. Approval of Agenda (action):

Offered By:	Joanna T.	Seconded by:	Megan D.			
Motion to approve the adoption of Agenda for Tuesday, April 19, 2016 with said changes.						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

b. Approval of Minutes (action):

Offered By:	Joanna T.	Seconded by:	Alejandro G.			
Motion to approve the adoption of Minutes for Tuesday, April 5, 2016.						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

Action Items

a. Policy 114 Personnel Committee Grievance Process – The committee will take action on suggested changes to the policy.

Offered By:	Alejandro G.	Seconded by:	Megan D.			
Motion to approve Policy 114 with said changes.						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

b. Policy 218 Finance Committee Referendum Guidelines – The committee will take action on suggested changes to the policy.

Offered By:	Joanna T.	Seconded by:	Megan D.			
Motion to approve Policy 218 with said changes.						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

c. Policy 214 Finance Committee Travel Procedures – The committee will take action on suggested changes to the policy.

Offered By:	Alejandro G.	Seconded by:	Salvador A.			
Motion to approve Policy 214 with said changes.						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

d. Policy 213 Finance Committee A.S.I. Academic/Student Organization Travel – The committee will take action on suggested changes to the policy.

Offered By:	Joanna T.	Seconded by:	Alejandro G.			
Motion to approve Policy 213.						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

Adjournment

Offered By:	Joanna T.	Seconded by:	Alejandro G.			
Motion to adjourn the meeting at 4:10 pm.						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

VII. CERTIFICATION

Official Minutes taken for the **BYLAWS COMMITTEE MEETING** of the Associated Students, Inc., Cal State L.A. held on Tuesday, April 19, 2016 in the U-SU Board Room, U-SU 303AB. Approved by the A.S.I. Bylaws Committee on: Tuesday, May 3, 2016.

Prepared by:

Joanna Tien and Frances Tsai
 Recording Secretary and Committee Chair

Confirmed by:

Joselyn Diaz
Secretary/Treasurer