



Strategic Planning Meeting

Minutes

Tuesday, September 20, 2016
 Time: 3:40-4:30 pm
 Location: U-SU Board Room 303
 Attendees: Committee Members, General Public
 Type of Meeting: General
 A.S.I Strategic Planning Committee

I. Organizational Items:

a. Call to order by: Chair Kayla Stamps, A.S.I. President @ 3:51pm

b. Roll Call

Kayla Stamps	<i>President</i>	xPresent
Leopold Saldana	<i>Vice President for Administration</i>	xPresent
John Martinez	<i>Vice President for Academic Governance</i>	xExcused Absent
Timothy Achinger	<i>Vice President for Finance</i>	xPresent
Marcos Montes	<i>Vice President of External Affairs and Advancement</i>	xPresent
Bonnie Lee	<i>Secretary/ Treasurer</i>	xPresent
Michael Garcia	<i>College of Arts and Letters Rep.</i>	xPresent
Rachel Duffy	<i>Chief Justice or Associate Justice</i>	xPresent
Letycia Gomez	<i>University President's Designee</i>	xExcused Absent
Intef W. Weser	<i>Executive Director</i>	xPresent
Marcus Rodriguez	<i>Director of Programs and Leadership</i>	xPresent
Dena Florez	<i>Office Manager of Administration & Services – RS</i>	xPresent
Guests of the Gallery		

c. Adoption of Agenda:

Offered By:	Leopoldo Saldana	Seconded by:	Michael Garcia				
Motion to approve the adoption for Tuesday, September 20, 2016							
All in Favor	ALL	Opposed	0	Abstained	0	Motion:	PASSED

Offered By:	Marcos Montes	Seconded by:	Leopoldo Saldana				
Amendment to take David Zitser off the minutes.							
All in Favor	ALL	Opposed	0	Abstained	0	Motion:	PASSED

d. Approval of Minutes (action):

Offered By:	Timothy Achinger	Seconded by:	Leopoldo Saldana				
Motion to approve the minutes for Tuesday, September 6, 2016							
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 board.

- ✦ None

III. New Business:

- ✦ None

IV. Old Business:

- a. Action Item: SPC Chair Appointment- The committee will take nominations from members to be the chair of the committee and Ad Hoc committee**

Offered By:	Marcos Montes	Seconded by:	Leopoldo Saldana			
Motion to approve to nominate Kayla Stamps for the Ad Hoc committee						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

- ✦ Kayla Stamps: Expressed interest in being appointment.
- ✦ Bonnie Lee: Does this include the Ad Hoc?
- ✦ Kayla Stamps: What about the branding.
- ✦ Bonnie Lee: If chair wants to chair the other committees they can.
- ✦ Intef W. Weser: The chair would chair the Ad Hocs.
- ✦ Marcos Montes: Is there someone else interested in chairing.
- ✦ Intef W. Weser: Do you feel that you can take on both?
- ✦ Leopoldo Saldana: Aldo, I want to know with regards to time management.
- ✦ Michael Garcia: Are R.R. request for Ad Hoc.
- ✦ Intef W. Weser: It's good for communications.
- ✦ Leopoldo Saldana: I am interested in branding Ad Hoc.
- ✦ Kayla Stamps: Cant the chair be appointed internally by the Ad hoc?
- ✦ Michael Garcia: If it doesn't require Roberts Rule does the Ad Hoc require minutes?
- ✦ Intef W. Weser: We should have a formal communication especially if there is voting.
- ✦ Leopoldo Saldana: I am all for an internal vote. But it would be hard to have chair report to this meeting. I'm not too sure if that chair would have that time to report to us what's occurring on this meeting.
- ✦ Timothy Achinger: Will Ad Hoc have Vice Chair?
- ✦ Intef W. Weser: That will be determined by someone in the committee.

- b. A.S.I. Strategic Planning and Rebranding Ad Hoc Next Steps- We will look at the process of the strategic plan.**

- i. We will analyze the universities Strategic Plan, and talk about vision for our own.**

Offered By:	Marcos Montes	Seconded by:	Leopoldo Saldana			
Motion to amend to have Kayla Stamps to be appointed SPC committee not Ad Hoc.						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

- ✦ Timothy Achinger: Do you want to chair both committees?
- ✦ Kayla Stamps: I do want to follow Leopoldo's comment and let others on this because this will be a lot of work to commit to. I will say that for Strategic Planning that if you are interested to chair the Ad Hoc, we will be collaborating a lot and doing a lot of work. I do expect a lot for this committee member. We need to look at proposals and see who is interested for the meeting times. Also, should we have the meeting twice a month or twice a week?
- ✦ Leopoldo Saldana: It's good to look at the company then appoint a chair.
- ✦ Timothy Achinger: Can we look to Kayla for a temporary chair until we get an actual chair for it? That way we can get it going.
- ✦ Intef W. Weser: I agree.

- Ask BOD about this on Thursday to see if they are interested.
- ✦ Marcos Montes: Do we follow Roberts Rule for Ad. Hoc?
- ✦ Intef W. Weser: It can be a hybrid. If it is a decision, you should have something formalized.
- ✦ Timothy Achinger: Can we leave it up to the committee to see what they may want to do?
- ✦ Michael Garcia. Looking at Friday's are the best days that will work for everyone.
- ✦ Leopoldo Saldana: If you're going to match up times there not the same; COC, EPC, are not the same. However, I do like the idea of every two weeks.
- ✦ Intef W. Weser: The Ad Hoc can be on strategic planning meeting days; and SPC can be a separate meeting.
- ✦ Marcos Montes: SPC Standing is only once a month. Ad Hoc should be on the others; SPC should be right before Legislature Affairs.
- ✦ Bonnie Lee: Maybe if we have a combination of both meetings together. That way we can all know that this is our plan for the Strategic planning meeting.
- ✦ Kayla Stamps: Is there any discussion on bi-weeklies or monthly?
- ✦ Michael Garcia: Biweekly is the best option.
- ✦ Intef W. Weser: Something we spoke about before talking to the consultant, was that the consultant had suggested a plan to have everyone meet.
- ✦ Kayla Stamps: The first meeting will be the Ad Hoc first dates. However, this is going to the BOD for approval, which is why we had this conversation. For the specific dates I can send you some tentative dates for initial meetings.
 - Membership is on the proposal as well will be the one we will be going with. These are the people that do want to be a part of it.
- ✦ Intef W. Weser: Have some diversity on the memberships; we can still try to strive for having a least one member from each area.
- ✦ Kayla Stamps: This can start to get you all to start thinking about this. Do we want the strategic to be facilitated? Do we want a consultant to help us? When we start looking at different applicants we can start basing our needs base on these applicants. This can help us cut some time off our work load.
 - Mission statement (reading sheet that was given)
 - What values should we incorporate; we should look into what our values are and if we as a group are implanting them as part of the University; we can choose to mirror the universities or add our own.
 - What do you all believe for the Ad Hoc, and what do you think should be our priority?
- ✦ Timothy Achinger: The mission statement should be our first priority.
- ✦ Marcos Montes: Leadership; representation as electives.
- ✦ Bonnie Lee: We should also be inclusive.
- ✦ Marcos Montes: Having diversity.
- ✦ Bonnie Lee: As well as Academic Excellence.
- ✦ Timothy Achinger: Professional development.
- ✦ Kayla Stamps: Looking at this committees purpose, keep in mind that the Ad Hoc purpose is to fine tune details. SPC will look at and define what Ad Hoc fine tunes are and is proposing.
- ✦ Marcos Montes: Involvement & school spirit; about the consultant I would like for more of us to attend without a consultant.
- ✦ Michael Garcia: We should also keep the strategic planning but also having more research on other strategic plans.
- ✦ Bonnie Lee: I wanted to add, Value & opportunity.
- ✦ Kayla Stamps: Does anyone have experienced consultant is no consultant.
- ✦ Marcus Rodriguez: The consultant is the road guide. I agree with Michael to look at other Strategic Plans of other organizations. Doing it ourselves means we need a person to set up the process.

ii. **The committee will discuss the proposal of the Ad Hoc committees for the board. The proposal will be provided to the committee to look over to add or take away anything.**

- ✦ None

- iii. The committee will talk about the Proposal for the rebranding Ad Hoc committee.
- ✦ None
- iv. The committee will talk about how the SPC and Ad Hocs will be facilitated- We will look at how we want the Ad Hocs to be facilitated. Does the committee want to incorporate a consultant? Should the chair and staff start pooling candidates for possible consultants?
- ✦ None
- v. The committee will begin the first process of SPC. The committee will discuss and brainstorm ASI core values. This will be facilitated by the chair. A presentation will be given to the committee about the universities core values. We will look at the University's core values, and start talking about our own.
- ✦ None
- V. Information:
- ✦ None
- VI. Reports:
- ✦ None

VII. Adjournment:

Offered By:	Leopoldo Saldana	Seconded by:	Michael Garcia			
-Motion to Adjourn meeting September 20, 2016 at 4:31pm						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

Associated Students, Inc.
Strategic Planning Committee Meeting
Summary of Actions Taken
Tuesday September 20, 2016

I. Organizational Items:

a. Call to order by: Chair Kayla Stamps, A.S.I. President @ 3:51pm

b. Roll Call

c. Adoption of Agenda:

Offered By:	Leopoldo Saldana	Seconded by:	Michael Garcia			
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Offered By:	Marcos Montes	Seconded by:	Leopoldo Saldana			
Amendment to take David Zitser off the minutes.						
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IV. Old Business:

- a. **Action Item: SPC Chair Appointment-** The committee will take nominations from members to be the chair of the committee and Ad Hoc committee

Offered By:	Marcos Montes	Seconded by:	Leopoldo Saldana			
Motion to approve to nominate Kayla Stamps for the Ad Hoc committee						
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- b. **A.S.I. Strategic Planning and Rebranding Ad Hoc Next Steps-** We will look at the process of the strategic plan.

- i. We will analyze the universities Strategic Plan, and talk about vision for our own.

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VII.Adjournment:

Offered By:	Leopoldo Saldana	Seconded by:	Michael Garcia			
-Motion to Adjourn meeting September 20, 2016 at 4:31pm						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

CERTIFICATION

Official Minutes taken for the **Strategic Planning Committee Meeting** of the Associated Students, Inc, Cal State Los Angeles held on Tuesday, September 20, 2016 in the University Student Union 303AB. Consensus by the A.S.I. Board of Directors on Tuesday, October 4, 2016.

Prepared by:

Dena Florez
Recording Secretary

Bonnie Lee
Secretary/Treasurer