



Cabinet of College Representatives  
**Meeting Minutes**

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Thursday, September 14, 2017  
 Time: 3:15 pm-5:45 pm  
 Location: U-SU Board Room 303  
 Attendees: Cabinet of College Reps, General Public  
 Type of Meeting: General

**I. Organizational Items:**  
**Call to order by: David Zitzer, A.S.I. President at 3:18 pm**

**b. Roll Call**

Jesus Mora	<i>College of Arts and Letters Rep.</i>	Unexcused Tardy at 3:39 pm
Selene Castillo	<i>College of Arts and Letters Rep.</i>	Present
Giovanni Sy	<i>College of Business &amp; Economics Rep.</i>	Present
Nicholas Amaya	<i>College of Business &amp; Economics Rep.</i>	Unexcused Tardy at 3:30 pm
Kenya Pineda	<i>Charter College of Education Rep.</i>	Present
Lavernis Martin	<i>Charter College of Education Rep</i>	Present
Vacant	<i>College of Engineering, Comp. Science &amp; Technology Rep.</i>	Vacant
Vacant	<i>College of Engineering, Comp. Science &amp; Technology Rep.</i>	Vacant
Deborah Ascension	<i>College of Natural &amp; Social Sciences Rep.</i>	Excused Tardy
Lily Nguyen	<i>College of Natural &amp; Social Sciences Rep.</i>	Present
Candy Noriega	<i>Rongxiang Xu College of Health and Human Services Rep.</i>	Present
Jocelyn Vargas	<i>Rongxiang Xu College of Health and Human Services Rep.</i>	Present
Ashley Joseph	<i>Staff Support</i>	Present
Rachel Duffy	<i>Associate Justice</i>	Present
David Zitzer	<i>ASI President</i>	Present
Guests of the Gallery	Aaron Castaneda	

**c. Adoption of Agenda:**

<b>Offered By:</b>	<b>Jocelyn Vargas</b>	<b>Seconded by:</b>	<b>Kenya Pineda</b>
Motion to approve the adoption of the agenda for the Cabinet of College Representatives meeting on Thursday, September 14, 2017.			
<b>All in Favor</b>	<b>8</b>	<b>Opposed</b>	<b>0</b>
		<b>Abstained</b>	<b>0</b>
<b>Motion: Passed</b>			

- ✚ David Zitzer: Where it says special presentation, we'll have to wait till Jim gets here.
- ✚ Rachel Duffy: The location on the agenda says USU 203.
- ✚ David Zitzer: The board room is 303 so we'll edit it.

## II. Public Forum

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

## III. Special Presentation

- a. Jim Goodrich– The Board will receive a special presentation on possible collaborations between the Anna Bing Arnold Child Center & A.S.I. College Reps (3:30-4:00)

- ✚ David Zitzer: This will first be a presentation than a discussion of what better ways the college reps can support the child care center.
- ✚ Jim Goodrich: I've come over to talk about possible collaborations, we've been looking forward to this meeting. I'm just going to talk a little bit about the children's center. I'm Jim the Assistant Director, I've been at the center for 15 years. I am also a Cal State LA alumn.
- ✚ We're going to be celebrating our 50<sup>th</sup> year, coming up in 2018. The center's been around since 1968, our primary mission is to serve the Cal State LA community, specifically students of Cal State LA.
- ✚ We have children at our center ranging from 6 months, all the way up to Kindergarten. We'll have at one time up to 100 children at the center. We have about 134-136 families enrolled. We offer half-day programs, full-day programs, flexible hours, specifically for students and students get priority on the waiting list. In addition to the day care services that we provide, we're also a lab site for Cal State LA, so we have a variety of departments that come over to the center for students to do lab work like student teaching. We get students from nursing, nutrition, now we have engineering students, obviously child development and charter school of education. They log in about 1000 hours a year of students doing work at our center. In addition to that we have 70 staff at the center, 50 of which are actually student assistants who are TA's for our school, which is a great addition to our program.
- ✚ David Zitzer: Over the summer I met with Jim and Patricia, who are part of the child care center. One of the things we talked about was possible collaborations that the college reps can do with the Anna Bing Arnold Child Care Center. A few examples, the Arts & Letters Representatives can possibly help in finding music-oriented students and help set performances to the children. Another example, NSS can bring in live chemistry/science experiments and present that to the children. This is an opportunity to discuss all the ways we can collaborate.
- ✚ Jim Goodrich: One of my long term goals is to open up a pilot program for summer, like summer camp at Cal State LA and actually have people from the physical ed. Department or PE teachers in training come over and do activities as well as the arts. I'm working on getting the licensing and getting a classroom over at the gym. Being involved with any department, possibly have a different day for every department.
- ✚ Kenya Pineda: Summer school is a great idea, especially with CCOE students, a lot of us work at schools so when the school year is up we don't have anything to do. So with providing the opportunity for summer employment to get work-experience through the CCOE would be beneficial.
- ✚ If we can work together to make that happen, I would love to see us have a summer specifically for school age kids. There would be multiple programs. We could call it eagle camp at Cal State LA in collaboration with the children center.
- ✚ We want the center to be a hub where all departments are able to be represent.
- ✚ Kenya Pineda: In order for that to happen we need to change the way students are informed about the center.
- ✚ Jim Goodrich: What ways would offer most visibility and be most effective?
- ✚ Candy Noriega: Advertising. I don't see any of that. Sure, you could table, but after that there is no longer a presence.

- ✚ Jim Goodrich: We have a website, but it's at the bottom of the resources page.
- ✚ Kenya Pineda: Do you have any form of social media? Posting artwork, materials or photos of the classroom without the children. That could create some visibility.
- ✚ Jim Goodrich: We have a Facebook page, so even with creating another platform the issue would be getting it out there.
- ✚ Selene Castillo: The key is hashtags.
- ✚ Debbie Ascension: We can have our PR commissioner work with them to help out.
- ✚ Ashley Joseph: Having more things at the center to bring students there can help with visibility.

#### IV. Reports

##### a. ASI President

- ✚ David Zitzer: We're going to go over the listening tour and be assigning some projects for us to work on that are ASI related. Another update, there is going to be a committee made for the library and we need a representative for each of the colleges, whoever is interested please e-mail me.

##### b. College of Arts & Letters Representative

- ✚ Jesus Mora: We met with the Associate dean, as well as the Department chairs and presented at their meeting. We're also getting ready for our Mix It Up and have a good amount of people going. Career Center would like to work with us.
- ✚ Selene Castillo: I spoke with a student they would like to restart a film festival tradition and get the theater for free for it, so they asked for our help. He wants this for the community and I think we should support them.
- ✚ Jesus Mora: The associate dean would also like to bring back pop-up performances.
- ✚ Ashley Joseph: Reach out to CSI to collaborate, they have café night.

##### c. College of Business & Economics Representative

- ✚ Nicholas Amaya: We recently had our Mix It Up it was a success.
- ✚ Giovanni Sy: We promoted to the Fraternity & Sororities, as well. We have not been able to reach our dean, we'll have updates on that when we're able to get in contact with him.
- ✚ David Zitzer: I will get in contact your dean and let him know to reach you as soon as he's able. Although keep emailing and updating him.

##### d. Charter College of Education Representative

- ✚ Kenya Pineda: Our Mix It Up is coming up its going to be in the evening on Tuesday. We're collaborating with NSS and HHS for the CPR Training.
- ✚ Lavernis Martin: We have the meeting with our dean scheduled for Tuesday as well.

##### e. College of Engineering, Comp. Science & Technology Representative

- ✚ None.

##### f. College of Natural & Social Representative

- ✚ Debbie Ascension: Our Mix It Up is coming up. The advisement center is working on a committee.
- ✚ Lily Nguyen: As many students are discontent with the advisement center.
- ✚ Debbie Ascension: I also met with Jean and they're working on a committee with Neyda through ASI. We're also working on getting a speaker, so if anyone is interested in collaborating or has any suggestions let us know.

##### g. Rongxiang Xu College of Health and Human Services Representative

- ✚ Jocelyn Vargas: We just had our Mix It Up and it was a great success, we had Dean Vogel present, Associate Dean Hertz, our advisement director and some advisors. Coming up is our collaboration with the Gender & Sexuality Resource Center at the CCC for the Still I Rise series happening October 16<sup>th</sup> to the 19<sup>th</sup>. We also have our CPR training collaboration with CCOE and NSS. We'll also be meeting with a representative of NAMI, whom would like to do a similar event to CSI's Dear World from last year. We've also been constantly meeting with Dean Vogel, one topic being creating safe zone training for our college to be the first college that is safe zone trained. We also presented at the department chair

meeting about the student council and the events that we're having. Our contact from the health center also connected us to the representative of Alcohol Awareness Week and we will be discussing how ASI can assist.

- + Candy Noriega: One more update is that there will be a meeting coming up to discuss the rearrangement of the college committee constitution to incorporate student representation on our college specific committees. We also have a lot of HHS lanyards so if anyone knows any HHS students let them know they can pick one up at the office.
- + Ashley Joseph: You can hand them out during HHS classroom presentations.
- + Candy Noriega: Also anyone interested in collaborating in the Safe Zone project please let us know.

**h. Staff Support**

- + Ashley Joseph: We figured out a plan of action to how ASI can support college students who were affected by the hurricanes in the south. We've made contact with administrative support at some schools and are getting a list completed of what is needed.
- + Next update is toward DACA support. Make sure to attend workshops on how recent events affect you as a student, DACA recipients and the community.
- + Jocelyn Vargas: Has anyone reached out from the Dreamers Center towards training on how to fill out the DACA forms?
- + Ashley Joseph: Yes, if you'd like to get involved and help out you can go to the center and volunteer to help.
- + De-stress is scheduled for December 5<sup>th</sup> on the main walkway from 6 to 9 pm. We'll have coffee, snacks, etc.
- + Candy Noriega: Will we be having De-stress for midterms?
- + Ashley Joseph: You can talk to the Executive Director about that.
- + Spring proposals drafts are due the 15<sup>th</sup> of October. Please make sure to look over your budgets as well.

**V. New Business**

**a. Election of a Chair**

- + Lavernis Martin: I nominate Kenya.
- + Kenya Pineda: I accept.
- + Jesus Mora: I nominate Selene.
- + Selene Castillo: I decline.
- + Jesus Mora: I nominate Candy, as well.
- + Candy Noriega: I decline.
- + David Zitzer: As Kenya is the only nominee, can you say a bit of why you're good for the position?
- + Kenya Pineda: I am the only college rep. that served as a college rep. last year. I have a wealth of knowledge because of my experience.

<b>Offered By:</b>	<b>Candy Noriega</b>	<b>Seconded by:</b>	<b>Lily Nguyen</b>			
Motion to appoint Kenya Pineda as the Chair for the Cabinet of College Representatives on Thursday, September 14, 2017.						
<b>All in Favor</b>	<b>10</b>	<b>Opposed</b>	<b>0</b>	<b>Abstained</b>	<b>0</b>	<b>Motion: Passed</b>

**b. Election of a Vice Chair**

- + Candy Noriega: I nominate myself for Vice Chair.
- + Kenya Pineda: I nominate Jocelyn.
- + Jocelyn Vargas: I decline.
- + Kenya Pineda: I nominate Jesus.
- + Jesus Mora: I accept.
- + Jocelyn Vargas: I nominate Lily.
- + Lily Nguyen: I accept.

- ✚ Jesus Mora: I nominate Gio.
- ✚ Giovanni Sy: I decline.
- ✚ Candy Noriega: The nominees are Jesus, Lily and I.
- ✚ David Zitzer: Can you all tell us why you're running for Vice Chair.
- ✚ Candy Noriega: I am Vice Chair for the U-SU Board of Directors, I do similar duties so I believe I could serve well as Vice Chair here.
- ✚ Jesus Mora: I believe I would do a better job than Candy and Lily.
- ✚ Lily Nguyen: I will be responsible and keep myself accountable. I'll make sure to report to Kenya and doing the minutes is as easy as writing everything that happens down. I've observed Dena and all Vice Chairs in other committees do it. I'm a quick learner as well.

<b>Offered By:</b>	<b>Selene Castillo</b>	<b>Seconded by:</b>	<b>Lavernis Martin</b>			
Motion to appoint someone for the Cabinet of College Representatives meeting on Thursday, September 14, 2017. Lily Nguyen received 8 votes, Candy Noriega received 1 vote, Jesus Mora received no votes and one person abstained. Lily Nguyen is appointed Vice Chair.						
<b>All in Favor</b>	<b>8</b>	<b>Opposed</b>	<b>1</b>	<b>Abstained</b>	<b>1</b>	<b>Motion: Passed</b>

- ✚ Kenya Pineda: How will doing your duties as Vice Chair affect the rest of your duties as a student and being in ASI?
- ✚ Candy Noriega: I always have time, since I'm usually in the office reading and answering emails. I also listen to the minutes for the meetings I am unable to attend.
- ✚ Jesus Mora: It would be tough, I actually failed a class once because of all time required to fulfill the minutes, but I believe that I can handle it.
- ✚ Lily Nyugen: Minutes are easy as just paying attention to the meeting and typing down what is going on, of course you can write it down, but it's easier if you do it then and there. I am attentive during meetings, I know what is going on and can type fast as well.

**c. Review of Policy 018**

- ✚ Candy Noriega: Associate Justices sitting on the meeting as parliamentarians do so as duties, not service hours. Would this need to be brought up to bylaws?
- ✚ David Zitzer: This can be an action item at the next cabinet of college reps meeting.

**d. Listening Tour Conclusion**

- ✚ David Zitzer: So this is a summary of the listening tour. Based on your interests, we'll be assigning point persons to each organization. As Chair, Kenya you will serve as the point person for the University Library, the Office for Students with Disabilities and the Veteran Resource Center.
- ✚ Kenya Pineda: I would like to yield time for Aaron to speak.
- ✚ Aaron Castaneda: Is a member obligated to serve as point person?
- ✚ David Zitzer: This is for those who show a great interest into the departments. They can say no.
- ✚ Candy Noriega: I would like to do EOP, USU, and Environmental Health & Safety.
- ✚ Jocelyn Vargas: I would like to do CCC, the Dreamers Center, and the Student Health Center.
- ✚ Lavernis Martin: I would like to do EPIC, the Anna Bing Children Center, and CSI.
- ✚ Lily Nguyen: I would like to do the Tutorial and Writing Center.
- ✚ Debbie Ascension: I would like to do the Pat Brown Institute.
- ✚ Selene Castillo: I would like to do the Career Center.
- ✚ David Zitzer: Is there any objection? Seeing none we will continue. I yield time for Aaron to speak.
- ✚ Aaron Castaneda: As I am already helping them, I will do UAS.

**e. Budget Review**

- ✚ Kenya Pineda: I would like to allot time for Aaron to speak.
- ✚ Aaron Castaneda: Most of you have spent half of your budget for your Mix It Up events, please assert fiscal responsibility. Your budget is for your college specifically, but you cannot move around and



reallocate your budget without approval. Submit your proposal as well to request funds for the spring semester.

- ✚ Ashley Joseph: You can team up and collaborate with other departments and be creative with ideas. Don't be discouraged by the budget.
- ✚ Candy Noriega: I would like to allot addition time for Aaron to speak.
- ✚ Aaron Castaneda: If you have any questions regarding your budget, please feel free to contact me. It takes a long time to reallocate funding. Any initiatives or proposals should be for spring, as this semester things have been finalized, and funding will not be reallocated for any additional initiatives this semester.

**f. Student Councils**

- ✚ David Zitzer: Does anyone have any updates on their student councils?
- ✚ Current established club councils will stay in place, additional councils will be student councils with students representing each department in each of the colleges.
- ✚ Jocelyn Vargas: We brought up the student councils at the department chair meeting for our college and sent a follow-up email. A few people have shown interest and at the Mix It Up, I reached out to the people that were tabling. They will be emailing the department chairs over their major, as it seems they had yet to reach out to students.

**g. Co-College Activities**

- ✚ David Zitzer: Are there any suggestions towards college collaborations? An example would be the De-Stress event mentioned by Ashely.
- ✚ Lavernis Martin: We've already reached out with the collaboration for the CPR training, so within the next coming weeks Kenya and I can meet with NSS and HHS to further assess the details of what the CPR training is going to look like and terms of availability since it is coming up in October.
- ✚ Jocelyn Vargas: With regards to NAMI, we'd like to get NSS involved.
- ✚ Lily Nguyen: Can you elaborate?
- ✚ Jocelyn Vargas: We'll be meeting with the NAMI representative at 3 in the ASI conference room, so if you're available please join us.
- ✚ Kenya Pineda: I would also like to reach out to NSS with regards to the speaker collaboration.
- ✚ Lily Nguyen: As a suggestion, we could possibly restart the speaker series.

<b>Offered By:</b>		<b>Seconded by:</b>	
Consensus to adjourn the Cabinet of College Representatives meeting on Thursday, September 14, 2017 at 5:37 pm.			
<b>All in Favor</b>	<b>10</b>	<b>Opposed</b>	<b>0</b>
<b>Abstained</b>	<b>0</b>	<b>Motion: Passed</b>	

**Cabinet of College Representatives**  
**Summary of Actions Taken**  
**Thursday, September 14, 2017**

**c. Adoption of Agenda:**

<b>Offered By:</b>	<b>Jocelyn Vargas</b>	<b>Seconded by:</b>	<b>Kenya Pineda</b>			
Motion to approve the adoption of the agenda for the Cabinet of College Representatives meeting on Thursday, September 14, 2017.						
<b>All in Favor</b>	<b>8</b>	<b>Opposed</b>	<b>0</b>	<b>Abstained</b>	<b>0</b>	<b>Motion: Passed</b>

<b>Offered By:</b>	<b>Candy Noriega</b>	<b>Seconded by:</b>	<b>Lily Nguyen</b>			
Motion to appoint Kenya Pineda as the Chair for the Cabinet of College Representatives on Thursday, September 14, 2017.						
<b>All in Favor</b>	<b>10</b>	<b>Opposed</b>	<b>0</b>	<b>Abstained</b>	<b>0</b>	<b>Motion: Passed</b>

<b>Offered By:</b>	<b>Selene Castillo</b>	<b>Seconded by:</b>	<b>Lavernis Martin</b>			
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**CERTIFICATION**

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Official Minutes taken for the **CABINET OF COLLEGE REPRESENTATIVES MEETING** of the Associated Students, Inc, Cal State Los Angeles held on Thursday, September 14, 2017 in the University Student Union 303AB.

Prepared by:

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**Candy Noriega**  
**Recording Secretary**

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**Jazmin Ortiz**  
**Secretary/Treasurer**