



# Bylaws/ COP Subcommittee Meeting Minutes

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Monday, September 11, 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 12:10 PM.

### b. Roll Call

Jeovany Aguilar	Chief Justice	<input checked="" type="checkbox"/> Present
Gabriel Babuch	Associate Justice	<input checked="" type="checkbox"/> Unexcused absence
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"/> Present
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"/> Unexcused 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>Zermeen V.</b>	<b>Seconded by:</b>	<b>Adriana N.</b>		
Motion to approve the adoption of Agenda for Monday, September 11, 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"/> <b>PASSED</b>

<b>Offered By:</b>	<b>Zermeen V.</b>	<b>Seconded by:</b>	<b>Rachel D.</b>		
Motion to amend the agenda by adding policy 225 as an information item					
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>

**d. Postponement of Minutes (action):**

<b>Offered By:</b>	<b>Rachel D.</b>	<b>Seconded by:</b>	<b>Zermeen V.</b>			
Motion to postpone the approval of the minutes for 5/8 and 8/28						
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>

**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. Old Business**

**IV. Action**

a. Review Policy 218 – Bylaws committee members will review and act on recommended edits to the Referendum Guidelines.

➤ Student affairs to student life

➤ Clarification and correction

<b>Offered By:</b>	<b>Rachel D.</b>	<b>Seconded by:</b>	<b>Adriana N.</b>			
Motion to approve the Referendum Guidelines.						
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>

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

➤ Consensus to skip due to repetition

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

1. Section 3.43—second person perspective

<b>Offered By:</b>	<b>Zermeen V.</b>	<b>Seconded by:</b>	<b>Adriana N.</b>			
Motion to approve edits to the Grant-In-Aid policies.						
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>

d. Review Policy 302 – Bylaws committee members will review and recommend edits to the Bylaws and Codes of Procedure Sub-Committee Code of Procedure

1. Article V: Board of Directors unanimous vote to 2/3 vote,

2. Article II, Sec 1: Intef designee suggestion

<b>Offered By:</b>	<b>Rachel D.</b>	<b>Seconded by:</b>	<b>Zermeen V.</b>			
Motion to approve and amend the Bylaws and Codes of Procedure Sub-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>

e. 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>Adriana N.</b>	<b>Seconded by:</b>	<b>Zermeen V.</b>			
Motion to approve the recommended edits to the Executive 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>

#### V. New Business

##### **Removal of Appointed Members Language in Governing Codes of Procedures –**

The committee will review the language regarding removal of appointed members reflected in each Code of Procedures addressing allowable consecutive unexcused absences, unexcused absences, unexcused tardies, or unexcused early departures during any one (1) semester.

- Policy 225: title clarification
- Signature rules, title changes
- Tardy vs. not tardy
- Percentage of meeting missed
- Chair discretion

#### VI. Discussion

a. **Parliamentarian Committee Schedule** – Justices will establish their committee schedule for the semester.

- **Zermeen:** Friday Meetings
- **Rachel:** Thursday Meetings

b. **Construct Committee Goals and Expectations** – Bylaws committee members will establish committee goals and expectations for the year.

#### VII. Reports

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

**Viii. Adjournment**

<b>Offered By:</b>	<b>Zermeen V.</b>	<b>Seconded by:</b>	<b>Adriana N.</b>			
Motion to adjourn the meeting at <b>1:30 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"/> FAILED

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Associated Students, Inc.  
 Bylaws/COP Subcommittee Meeting  
**Summary of Actions Taken**  
**Monday, September 11, 2017**

**Organizational Items**

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

<b>Offered By:</b>	<b>Zermeen V.</b>	<b>Seconded by:</b>	<b>Adriana N.</b>		
Motion to approve the adoption of Agenda for Monday, September 11, 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>				
<b>Offered By:</b>	<b>Zermeen V.</b>	<b>Seconded by:</b>	<b>Rachel D.</b>		
Motion to amend the agenda by adding policy 225 as an information item.					
<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>				

**b. Motion**

<b>Offered By:</b>	<b>Rachel D.</b>	<b>Seconded by:</b>	<b>Zermeen V.</b>		
Motion to postpone the approval of the minutes for 5/8 and 8/28					
<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>				

<b>Offered By:</b>	<b>Rachel D.</b>	<b>Seconded by:</b>	<b>Adriana N.</b>		
Motion to approve the Referendum Guidelines. 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>				
<b>Offered By:</b>	<b>Zermeen V.</b>	<b>Seconded by:</b>	<b>Adriana N.</b>		
Motion to approve the Grant-In-Aid policies 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>				

<b>Offered By:</b>	<b>Rachel D.</b>	<b>Seconded by:</b>	<b>Zermeen V.</b>		
Motion to approve and amend the Bylaws and Codes of Procedure Sub-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>				

<b>Offered By:</b>	<b>Adriana N.</b>	<b>Seconded by:</b>	<b>Zermeen V.</b>		
Motion to approve the recommended edits to the Executive 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>				

**c. Adjournment**

<b>Offered By:</b>	<b>Zermeen V.</b>	<b>Seconded by:</b>	<b>Adriana N.</b>		
Motion to adjourn the meeting at <b>1:30 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>				

**CERTIFICATION**

Official Minutes taken for the **BYLAWS COMMITTEE MEETING** of the Associated Students, Inc., Cal State L.A. held on Monday, September 11, 2017 in the U-SU Board Room, U-SU 303AB. Approved by the A.S.I. Bylaws Committee on: Monday, September 25, 2017

Prepared by:

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**Rachel Duffy**  
Recording Secretary and Committee Chair

Confirmed by:

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**Jazmin Ortiz**  
Secretary/Treasurer

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