



Board of Directors Meeting

Minutes

Thursday, November 16, 2017

Time: 3:15-5:45 pm

Location: U-SU Boardroom 303 AB

Attendees: Board of Directors committee, General Public

Type of Meeting: General

I. Organizational Items:

a. Call to order by: David Zitser, ASI President at 3:19 pm

b. Roll Call

David Zitser	<i>President</i>	Present
David Garcia	<i>Vice President for Administration</i>	Present
Aaron Castaneda	<i>Vice President for Finance</i>	Present
Neyda Umana	<i>Vice President for Academic Governance</i>	Present
Marcos Montes	<i>Vice President for External Affairs and Advancement</i>	Present
Jazmin Ortiz	<i>Secretary/ Treasurer</i>	Present
Candy Noriega	<i>College of Health and Human Services Rep.</i>	Present
Jocelyn Vargas	<i>College of Health and Human Services Rep.</i>	Present
Giovanni Sy	<i>College of Business & Economics Rep.</i>	Present
Nicholas Amaya	<i>College of Business & Economics Rep.</i>	Excused Tardy
Jesus Mora	<i>College of Arts and Letters Rep.</i>	Unexcused Tardy
Selene Castillo	<i>College of Arts and Letters Rep.</i>	Present
Kenya Pineda	<i>Charter College of Education Rep.</i>	Present
Lavernis Martin	<i>Charter College of Education Rep.</i>	Present
Richard Shu	<i>College of Engineering, Comp. Science & Technology Rep</i>	Excused Tardy
<i>Vacant</i>	<i>College of Engineering, Comp. Science & Technology Rep.</i>	<i>Vacant</i>
Lily Nguyen	<i>College of Natural & Social Sciences Rep.</i>	Present
Debbie Ascencion	<i>College of Natural & Social Sciences Rep.</i>	Excused Tardy
Yessenia Villacorta	<i>Community Affairs Representative at Large</i>	Excused Absent
Josh Salazar	<i>Campus Affairs Representative At Large</i>	Present
Jeovany Aguilar	<i>Chief Justice</i>	Present
Dr. Jennifer Miller	<i>University President's Designee</i>	Present
Intef W. Weser	<i>Executive Director</i>	Present
Marcus Rodriguez	<i>Director of Programs and Leadership</i>	Present
Alix Alcazar	<i>Executive Director Administrative Assistant</i>	Present
Guests of the Gallery	Jacquelyn Acosta, Marcial Romero, Barbara Hong, and Raul Meneses.	

c. Adoption of Agenda:

Offered By:	Neyda Umana	Seconded by:	Lavernis Martin			
Motion to approve the adoption of the agenda for the Board of Director's meeting on Thursday November 16, 2017. Amendment to move up new business item b. to after the second special presentation passed. Amendment to make new business item a. a discussion item passed. Amendment to move appointments to after the first special presentation passed. Motion received 14 votes and passed.						
All in Favor	14	Opposed	0	Abstained	0	Motion: Passed

Offered By:	Neyda Umana	Seconded by:	Aaron Castaneda			
Amendment to move up new business item b. to after the second special presentation. Amendment received 14 votes and passed.						
All in Favor	14	Opposed	0	Abstained	0	Motion: Passed

✚ Intef W. Weser: We won't be approving policy changes to the Strategic Planning Committee Code of Procedure. This policy will go to the Bylaws Committee first.

Offered By:	Neyda Umana	Seconded by:	Aaron Castaneda			
Amendment to make new business item a. a discussion item. Amendment received 14 votes and passed.						
All in Favor	14	Opposed	0	Abstained	0	Motion: Passed

✚ Neyda Umana: I would like the academic senators to look at this fee and give us feedback before ASI takes a stance.

✚ Kenya Pineda: I would like the board to recognize Jesus Mora.

✚ David Zitser: The board recognizes Jesus Mora at 3:20 pm

Offered By:	Aaron Castaneda	Seconded by:	Candy Noriega			
Amendment to move appointments to after the first special presentation. Amendment received 14 votes and passed.						
All in Favor	14	Opposed	0	Abstained	0	Motion: Passed

d. Approval of Minutes (action):

Offered By:	Joshua Salazar	Seconded by:	Jocelyn Vargas			
Motion to approve the adoption of the minutes for Thursday November 02, 2017. Motion received 14 votes and passed.						
All in Favor	14	Opposed	0	Abstained	0	Motion: Passed

II. Public Forum:

This time is allotted to members of the public to address the board

✚ None.

III. Special Presentation:

a. Kevin Brady, Director of Environmental Health & Safety (Time Certain at 3:20 pm)

- ✚ Kevin Brady: Thank you for having us here. I'll be passing out a handout of what I'll be presenting today. In addition, I would like to introduce a new member to the office Jon Brown.
- ✚ Kevin Brady: The first page is what we do, such as safety chemical, safety lab, occupational safety, etc. The next page is our organizational chart, you can see that I report to the Chief of police. Moreover, in case you didn't know, you are in the safest campus in the CSU system.
- ✚ Kenya Pineda: What are occupational injuries?
- ✚ Kevin Brady: Incidents that are work related.
- ✚ Kevin Brady: We also have different programs and activities, regarding pedestrian traffic and different hazards.
- ✚ Jeovany Aguilar: What is done to tackle people who use skateboard and bikes?
- ✚ Kevin Brady: We try to make people be aware of our policy, however, we are not able to cite. We usually have checkpoints inside buildings, such as King Hall first floor. Outside of buildings it is harder to control offenders.
- ✚ Jesus Mora: What if we experience threats? Such as gun fires to our Greek house from the freeway.
- ✚ Kevin Brady: You can contact us.
- ✚ Kevin Brady: As for the tobacco free campus, we try to put signs around the areas were people usually smoke. Now I will let Jon present himself.
- ✚ Jon Brown: I used to be in the navy, I went to school, and then started working with the City of LA on emergency preparedness.
- ✚ Kevin Brady: We do offer different resources and tools. Also, I would like to mention that we will be moving temporarily due to the different construction projects. Lastly, we will be hosting a CERT program in which you can all participate.

b. Monica Jazzabi, Director of the Student Health Center (Time Certain at 4 pm)

- ✚ Monica Jazzabi and Matt Warren presented the proposed increase for the Student Health Fee.
- ✚ Monica Jazzabi: We are here to present on the Health Services fee proposal because we would like your input. As you know, the Executive Order 943 requires that we provide health services to students. Moreover, Executive order 1053 mandates mental health services for students. Our current fee is \$82.50 per semester and \$165.00 per year. This fee is not indexed and has not changed since 2006. The Health Facility fee on campus is \$6, while the average fee across campuses is \$20. This fee is for maintenance and equipment. Our budget shortfall is \$1,675,027.
- ✚ Monica Jazzabi: We are proposing to increase the fee by \$50 to cover our current expenses and additional staff. Moreover, we are proposing to index the fee to the Milliman Medical Index to keep up with the cost of medical services.
- ✚ Monica Jazzabi: We got the approval from the Student Fee Advisory Committee and President Covino. We also met with SHAC, a student led organization, to get their feedback. We also developed a webpage with fee information and students can take our survey. We hope that you give us support and feedback.
- ✚ Neyda Umana: Other campuses have lower fees, why?
- ✚ Monica Jazzabi: Some campuses' student health centers receive revenue from general funds and they do not have mental health services.
- ✚ Aaron Castaneda: Do you use zero based budgeting? And when you budget do you need to move money to reserves?
- ✚ Matt Warren: Yes. And we need to have 3% of our revenue on reserves in case of an emergency.
- ✚ Aaron Castaneda: What I mean is that it is difficult to adjust to a new budget, and I hope that if you don't spend all the money for you to put it on reserves.

- ✚ Matt Warren: Yes we do need to have reserves, and we actually have been using the reserves. At the end of this year we would have less than \$300,000 in reserves. All the money will go to the health center not the university, and it has to be spent on health services.
- ✚ Jacquelyn Acosta: How did we get to the point of deficit?
- ✚ Monica Jazzabi: The fee has not increased, but the cost of healthcare has exponentially increased. We waited for a long time to avoid an increase, but we can't do that anymore.
- ✚ Jacquelyn Acosta: Why is the increase so high?
- ✚ Monica Jazzabi: Because the student population has drastically increased, and the demand of health services has skyrocketed.
- ✚ Jacquelyn Acosta: Why don't you change to what other campuses with lower fees are doing?
- ✚ Monica Jazzabi: Because we have many students with no insurance and the demand for our services are high, and other campuses have other sources of the revenue. We have the second lowest fee in the system.
- ✚ Rene Marcial: Have you gotten rid of some services?
- ✚ Monica Jazzabi: We eliminated the acupuncture service because there was no demand. But the rest of services are highly utilize.
- ✚ Marcos Montes: What is your timeline?
- ✚ Monica Jazzabi: We hope to gather all feedback by the end of the semester, so we can start recruiting for some of the new personnel positions and we also want to avoid a crisis since we have 6 more months until our budget is due.
- ✚ Marcos Montes: I think you should engage with more students other than SHAC and ASI. Also, would you be using the funds for salary increases?
- ✚ Monica Jazzabi: Yes we have to meet those bargaining agreements.
- ✚ Marcos Montes: What happens if universal healthcare passes?
- ✚ Monica Jazzabi: Well after the Affordable Care Act we thought demand was going to decrease, but the demand did not decrease.
- ✚ David Zitser: We will take a stance in two weeks.

IV. Standing Action Items:

- a. **Appointment for Vacant ASI and Campus Committee Positions** - Board of Directors will appoint individuals to the following vacant ASI and student committee positions.
 - i. ASI Board of Director Appointment(s)
 - ✚ None.
 - ii. Cabinet of Commissioner Appointment(s)
 - ✚ None.
 - iii. ASI Internal Positions
 - ✚ None.
 - iv. Internal Committee Appointment(s)
 - ✚ None.
 - v. University Wide Committee Appointment(s)
 - ✚ Neyda Umana: I met with all three students and recommend them all. Kassandra and Raul are here to present.
 - ✚ Kassandra Figueroa: I applied for this committee to be the student voice on what resources we need.
 - ✚ Neyda Umana: Ying is not here, but she wants to get involved and maybe run for B&E Representative next year.
 - ✚ Raul Meneses: I applied for this committee because is related to my education.

Offered By:	David Garcia	Seconded by:	Jocelyn Vargas			
Motion to appoint Kassandra Figueroa to the A&L Steering Committee, Ying Ching Chen to the B&E Student Affairs Committee, and Raul Meneses Samperio to the Student Educational Equity Advisory Committee All candidates received 14 votes and were appointed.						
All in Favor	14	Opposed	0	Abstained	0	Motion: Passed

V. Reports

a. ASI President: David Zitser

- ✚ See report on website.
- ✚ David Zitser: I attended four different meetings. First, at the Executive Committee we are working into moving the Secretary/Treasurer Committee to Chief of Staff. The U-SU will be finishing their strategic plan this semester and start elections. At the President's Leadership Team they talked about the WSCUC and other topics. I also attended the Presidential Advisory Committee for Honorary Degrees, where we review various nominations. I met with college representatives to know what they were working on.
- ✚ David Zitser: At the last page of my report, you can also see on the image the structure we are thinking about for meetings.
- ✚ Aaron Castaneda: I think you should let people running for elections know before they apply.
- ✚ David Zitser: This is only to think about. It would make the organization more efficient.
- ✚ Neyda Umana: Please discuss this matter with David directly.

b. ASI Vice President for Administration: David Garcia

- ✚ See report on website.
- ✚ David Garcia: We have a new Housing and Residence Life Representative and I am working with the VRC to get a representative from them. Moreover, we appointed a new Environmental Affairs Commissioner and we will be having our first EPC meeting. Adriana had two elections workshops. Moreover, we will have the Cheer Premiere.

c. ASI Vice President for Finance: Aaron Castaneda

- ✚ See report on website.
- ✚ Meeting ended before report was given.

d. ASI Vice President for Academic Governance: Neyda Umana

- ✚ See report on website.
- ✚ Meeting ended before report was given.

e. ASI Vice President for External Affairs and Advancement: Marcos Montes

- ✚ Meeting ended before report was given.

f. ASI Secretary/ Treasurer: Jazmin Ortiz

- ✚ Meeting ended before report was given.

g. ASI Chief Justice: Jeovany Aguilar

- ✚ Meeting ended before report was given.

h. ASI Board of Directors

- ✚ Meeting ended before report was given.

i. ASI Staff: Intef W. Weser and Marcus Rodriguez

Marcus Rodriguez:

- ✚ Meeting ended before report was given.

Intef W. Weser:

- ✚ Meeting ended before report was given.
 - j. University Designee: Dr. Jennifer Miller, Dean of Students
- ✚ Meeting ended before report was given.

VI. New Business:

- a. Discussion Item: The Board will take action on a stance on a potential referendum from the Student Health Center to increase their fees
 - ✚ None.
- b. Discussion Item: The Board will have a "Temperature Check" where the Board will openly talk about the Organization and the inner functions of the organization
 - ✚ Neyda Umana: I suggested this item to the executives to check in. We want to be able to resolve issues if you have any.
 - ✚ Kenya Pineda: I think there is a lack of communication in this organization. I had an incident where I heard the ASI President talking negatively about me to another member, I found this unacceptable and unprofessional. Moreover, I think part of the problem is that he hasn't gotten proper guidance. I feel like I am not getting support and I am not being heard. I need answers on who would be my direct report and when channels of communication would be open.
 - ✚ Aaron Castaneda: I agree that there is a lack of communication and I understand why people are frustrated. I think there are also inappropriate jokes and actions that have to stop. I filed a grievance and will further discuss this matter then.
 - ✚ Jeovany Aguilar: I would like the board to know that a grievance is a formal complaint.
 - ✚ Jacquelyn: I think grievances are too long and not enough to solve these issues. I think there should be more guidance for executive officers in how to handle these situations.
 - ✚ Intef W. Weser: If there is an issue, you should approach a staff member that deals directly with your direct report. We can definitely address any challenges that people may have.
 - ✚ Lavernis Martin: I think direct reports and pro staff should talk to handle issues early on to avoid these type of situations.
 - ✚ Jocelyn Vargas: In regards to our D-stress event, I am unsure why the event is an issue even though majority of people want it and are okay with it.
 - ✚ Jesus Mora: I think we should be straightforward with each other and reconnect.
 - ✚ Lily Nguyen: I think we should have more communication within committees.
 - ✚ Candy Noriega: I agree with Lily, I think we have to work on communication. Also, I am here to grow as an individual and not to be criticized by others, please abstain from criticism of others.
 - ✚ Richard Shu: I personally haven't had any issues, but I do agree that we should be professional.
 - ✚ Selene Castillo: We all come here with different ideas and goals, and conflict could be happen if some people do more than others, but everyone has their own way on contributing to the organization.
 - ✚ Marcos Montes: There are some issues that we have to address, but we also have to celebrate each other. I agree that we should not be talking about other members without them knowing and I hope that our processes can handle these matters.
 - ✚ Jennifer Miller: Please know that you can always come talk to me.
 - ✚ David Garcia: I am here if you need me.
 - ✚ Jazmin Ortiz: I think this goes back to training, so I think we should improve training.
 - ✚ Aaron Castaneda: Know that all executive officers are here to help you.
 - ✚ David Zitser: I agree that communication lines broke down. I tried to solve this issue by being available to all of you, implementing the outlook calendar, frequent 2-1 meetings, etc. But I think there was not a mutual

consensus to do things. It was a little frustrating when who I consider my personal team did not received my ideas well. I want you to know that we all have ideas. I know that I made mistakes

✚ Aaron Castaneda: I think we are here to advise you in our different areas, but you should not see us as your personal team.

✚ Neyda Umana: Thank you all for checking in, let's work together to increase lines of communication among ourselves.

VII. Information Items

✚ None.

VIII. Adjournment

Offered By:		Seconded by:				
Consensus was reached to adjourn at 5:53 pm						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

**Board of Directors Meeting
Thursday, November 16, 2017
Summary of Actions**

I. Organizational Items

a. Roll Call

b. Adoption of Agenda:

Offered By:	Neyda Umana	Seconded by:	Lavernis Martin			
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Offered By:	Aaron Castaneda	Seconded by:	Candy Noriega			
Amendment to move appointments to after the first special presentation. Amendment received 14 votes and passed.						
All in Favor	14	Opposed	0	Abstained	0	Motion: Passed

c. Adoption of the Minutes

Offered By:	Joshua Salazar	Seconded by:	Jocelyn Vargas			
Motion to approve the adoption of the minutes for Thursday November 02, 2017. Motion received 14 votes and passed.						
All in Favor	14	Opposed	0	Abstained	0	Motion: Passed

Offered By:	David Garcia	Seconded by:	Jocelyn Vargas			
Motion to appoint Kassandra Figueroa to the A&L Steering Committee, Ying Ching Chen to the B&E Student Affairs Committee, and Raul Meneses Samperio to the Student Educational Equity Advisory Committee All candidates received 14 votes and were appointed.						
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Offered By:		Seconded by:				
Consensus was reached to adjourn at 5:53 pm						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

DRAFT

CERTIFICATION

Official Minutes taken for the **BOARD OF DIRECTORS MEETING** of the Associated Students, Inc., Cal State Los Angeles held on Thursday, November 16, 2017 in the U-SU Board Room 303 AB and were approved by consensus by the ASI Board of Directors on Thursday, November 30, 2017.

Prepared by:

Alix Alcazar – Recording Secretary

Jazmin Ortiz - Secretary/Treasurer