



# Executive Committee Agenda

## Minutes

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Tuesday, November 7<sup>th</sup>, 2017

Time: 4:30-5:45pm

Location: U-SU Board Room 303

Attendees: Board of Directors committee, General Public

Type of Meeting: Special

### I. Organizational Items:

a. Call to order by: Executive Committee at 4:33pm

### b. Roll Call

David Zitser	<i>President</i>	Present
David Garcia	<i>Vice President for Administration</i>	Present
Neyda Umana	<i>Vice President for Academic Governance</i>	Present
Aaron Castaneda	<i>Vice President for Finance</i>	Present
Marcos Montes	<i>Vice President for External Affairs</i>	Present
Jeovany Aguilar	<i>Chief Justice</i>	<i>Present</i>
Jazmin Ortiz	<i>Secretary/ Treasurer</i>	Present
Jennifer Miller	<i>University Presidents Designee</i>	Excused absent
Intef W. Weser	<i>Executive Director</i>	Present
Marcus Rodriguez	<i>Director of Programs and Leadership</i>	Excused absent
Dena Florez	<i>Office Manager of Administration &amp; Services</i>	Present
Gallery	Kenya Pineda (Charter College of Education Representative), Marcial Romero (Undergraduate Academic Senator), William Hess (Graduate Academic Senator)	

### c. Adoption of Agenda: Reports and Discussion Time

Offered By:	David Garcia	Seconded by:	Aaron Castaneda
Tuesday, November 7 <sup>th</sup> . Move reports to the end of Agenda and a time intervals of 30 minutes each for discussion			
All in Favor	All	Opposed	Abstained
			Motion: Pass

### d. Approval of Minutes: Minutes on October 24<sup>th</sup>,

Offered By:	Marcos Montes	Seconded by:	Neyda Umana
Motion to approve minutes for October 24 <sup>th</sup> , 2017			
All in Favor	All	Opposed	Abstained
			Motion: Pass

## II. Public Forum/Announcement

This time is allotted for members of the public or representatives to make announcements to the executive committee members

## III. New Business

- a. BOD Agenda-The committee will discuss potential agenda items for the next BOD . –Appointments...
- + David Zitser: Depends on President Covino approves the student fee policy recommendation, its confidential, we will see if Board of Directors will take action on it, but I don't see anything to add for now. The Student Fee Policy Committee, looking for an alternative consolation plan. Which the first step is to join with ASI for support, but it was up to President Covino if they follow the plan. If it does get approved, we will make time after the Board of Directors to discuss further
  - + Aaron Castaneda: Clarify, I will be meeting with Cabinet of Academic Senators to seek more information
  - + Neyda Umana: This is a Committee, shouldn't this be something that should be on the shared government council? This is committee, this is awareness, I am confused why it's on Board of Directors and not shared governance. We just want to ensure the full power of the shared government. Our senators should know about this.
  - + David Garcia: I agree, we should share this problem and utilize the people we do have, Board of Directors that sit on different committees. It will be beneficial if we created a timeline and when and where this issue will be addressed
  - + Aaron Castaneda: I agree, this should go to Shared Governance. It is an increase fee for the Health Center. This fee also includes an index.
  - + David Zitser: We are unsure of what their plan is and its confidential, all we can do is give a recommendation.
  - + Marcos Montes: Does this require a student vote?
  - + David Zitser: This is a category II fee, which does not need a student vote.
  - + Aaron Castaneda: This should not be an action item, but ASI shouldn't be so quick to respond to it, it should go to shared Governance first.
  - + Intef W. Weser: What is the Fee advisor recommendation?
  - + David Zitser: Its confidential
  - + Aaron Castaneda: The action item was closed and not allowed to proceed
  - + David Zitser: it is a \$50 increase per semester for Health Center plus index for the Alternative Consolation Plan which is confidential but the referendum itself is not. What happen was the came to the Student Policy Committee asking for approval for the Alternative Consolation Plan, then this Committee gave recommendation to President Covino to approve it or not, then he decides whether it is continues with the Consolation plan or if it dies. If the Health Center was not allowed, then they would to do a referendum, then goes back to Student Fee Policy.
  - + Aaron Castaneda: This is a \$100 per year, plus an index. Again, President Covino will have the final decision. Note they did not get any student input, they got feedback from the President from the Health Center. This is for Health Services, not Health Facilities
  - + Neyda Umana: I would like to add a decision item of a temperature check of every Board of Director, just to require each person for each person to speak and see how they are doing
  - + David Zitser: The Board of Directors are accountable to submit reports that can keep track of their attendance.

- ✚ Dena Florez: For clarification, the work flow meeting is the one determining week flow of biweekly's, if that work flow decision or outcome of work flow meeting have not been made know, why are we telling students that no more adjustments will be docked?
- ✚ David Zitser: The adjustments are independent of what the workflow committee does
- ✚ Dena Florez: The purpose of the workflow meeting is to have biweekly's and until that decision is made and structure, but until then, it should be business as usual.
- ✚ David Zitser: Yes, but in terms of the Biweekly documentation, we won't be doing that from a concern brought up earlier
- ✚ Neyda Umana: We can't doc GIA's either way, I would recommend on accountability structure and add to the Ad Hoc and want to finish it ASAP. To establish clear course of action and everyone feels it's a fair way of doing it and no surprises.
- ✚ Jazmin Ortiz: Are we going to clarify with the board?
- ✚ Intef W. Weser: If someone is not doing their job and lacking performance, we should be documenting that and moving towards removal. They need to do their reports and need to let people know.
- ✚ David Zitser: Only Executives submit reports to the Board of Directors.
- ✚ Kenya Pineda: Is there a standard set of Biweekly they can miss before termination?
- ✚ Intef W. Weser: This is a performance issue and penalty of losing money from not submitting the document. There has to be a number of missed biweekly's.
- ✚ Dena Florez: Policy 5 says that if you do not reach the requirements of your biweekly, you will be adjusted. That biweekly still has to happen, no matter how many office hours, attend meetings. The review should start on the amount of missed meetings. Business should continue until that policy gets revised and approval and the workflow committee makes a presentation. The overall thing is we need to change our policies before we make changes and people are still accountable for those biweekly's

IV. Informational Items

V. Reports

- a. A.S.I President: **David Zitser**
- b. A.S.I Vice President for Administration: **David Garcia**
- c. A.S.I Vice President for Academic Governance: **Neyda Umana**
- d. A.S.I Vice President for Finance: **Aaron Castaneda**
- e. A.S.I. Vice President for External Affairs and Advancement: **Marcos Montes**
- f. A.S.I Secretary/ Treasurer: **Jazmin Ortiz**
- g. A.S.I. Chief Justice: **Jeovany Aguilar**
- h. A.S.I. Board of Directors
- i. A.S.I. Staff : **Intef W. Weser, Marcus Rodriguez & Dena Florez**
- j. University Designee: **Dr. Jennifer Miller, Dean of Students**

VI. Discussion

VII. Action Items

a. Action Item: Extend time by 10 minutes for action Item A

Offered By:	Marcos Montes	Seconded by:	Aaron Castaneda
Addition of a non-voting Faculty Representative at the Board of Directors			
All in Favor		Opposed	
		Abstained	
Motion: Fail			

**b. Approving the motion to pass the resolution as is**

<b>Offered By:</b>	<b>Marcos Montes</b>	<b>Seconded by:</b>	<b>Aaron Castaneda</b>
<b>Topic:</b> Merging the ASI President assistant with the Secretary and Treasure position into			
<b>All in Favor</b>		<b>Opposed</b>	<b>Abstained</b>
		<b>Motion: Fail</b>	

- ✚ Marcos Montes: Crafting the specific job duties and responsibilities
- ✚ David Garcia: This position would be a student staff position
- ✚ David Zitser: Yes
- ✚ David Garcia: The board of directors could appoint the Chief of Staff
- ✚ Jeovany Aguilar: Does this require a deadline or moved onto next year's cycle 2017-2018.
- ✚ Intef W. Weser: The elections progress don't stop unless the Board votes on it
- ✚ Jazmin Ortiz: They should know the duties and expectation of responsibilities first before approving the merging two positions together
- ✚ Aaron Castaneda: Needs an action Item first and brought to the Board of directors too.

**c. Motion to extend Executive Committee Meeting by Five minutes**

<b>Offered By:</b>	<b>Marcos Montes</b>	<b>Seconded by:</b>	<b>Neyda Umana</b>
<b>Meeting ends at 5:50</b>			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>Abstained</b>
		<b>Motion: Pass</b>	

**a. ASI Restructure – The committee will take action on plans regarding an ASI restructure.**

**1. Restructure Resolution and Plan discussed at the previous Executive Committee Meeting**

- ✚ David Zitser: Component Five: Secretary Treasurer position into Chief of Staff Position. This would hold students accountable of their jobs. The original title does not accurately represent what this position does. Should this be a student point position or a student staff position?
- ✚ Marcos Montes: my recommendation would to be merge the secretary position to the Presidents assistance. Hire by the organization with the recommendation from the ASI President. We would be saving money if we merge these position. The Chief of Staff would be a part of the Executive committee and non-voting.
- ✚ Aaron Castaneda: Is this okay since the President would pick the next Chief of Staff, is it okay to tell an employee this is only a year position and end at the end of the year.
- ✚ Intef W. Weser: If we found someone that was not picked by the ASI President, it would be more beneficial
- ✚ Neyda Umana: This person needs to know the org in and out, if this a staff person, that person should be doing more and specialize in orientation and important area that needs to be focused on.
- ✚ Dena Florez: Student Staff would chair of the Ad Hoc meeting? Annual chance, I agree with Intef, perhaps the ASI President can do a selection of three and the board would select one. That chief of staff would need to say this is not the best of the orgs interest.
- ✚ David Garcia: How beneficial would this be for a student staff, but it would be necessary to add more job responsibilities that is also the ASI President assistant.
- ✚ Intef W. Weser: I lean towards of the removal of the Treasurer aspect, we can refine the role of function could lean towards a government position. Perhaps expanding that.
- ✚ Jazmin Ortiz: The title is not the issue, but attending the meeting should be a requirement so this position can be updated of what is going on the campus government
- ✚ Kenya Pineda: Has your assistant talked about this, does anyone know the amount of Jackie does?
- ✚ David Zitser: Her feedback was manageable, but also Jackie won't be staying for next year.
- ✚ Marcos Montes: I'd much rather be a staff position, than rather being elected for a one year. This is adding more clarity that needs to be more restructured.

- ✦ Aaron Castaneda: I support turning this position into staff position, the only risk is accountability on the ASI president behalf.
- ✦ Neyda Umana: We need to be specific what we want and want to be sure what actions we are taking, but we need to be sure with clear direction
- ✦ David Zitser: we can have a vote to be pushed on next meeting with more structure to criticize
- ✦ David Garcia: I don't feel comfortable for this position taking over student leadership of, that should be the VPA. We need to analysis Jackie's position and Secretary Treasurer.
- ✦ Aaron Castaneda: Secretary can lead too, the organization would stop function because of someone leaving the position
- ✦ Dena Florez: The consistency could be the Chief of Staff or an appointed position. However, that person could run again. But too add a student staff, it would have to be looked with the student staff and secretary and treasurer
- ✦ Intef W. Weser: You would want to hold yourself accountable than a student assistant, but being a part of the management and overseeing and gathering information about other members. There could be a concern.
- ✦ David Zitser: need more supporting documents, therefore we will by the next time we have Executive meeting, we will have supporting documents about the specifics of what if this a adjustment of a student government position that is elected, one that is appointed, and one that becomes a student staff

## 2. Addition of a non-voting Faculty Representative at the Board of Directors

- ✦ David Zitser: Merging of college reps with academic senators. The resolution, 12 college reps, one for each college and 6 academic senator.
- ✦ Neyda Umana: The main issue of merging the two positions was the fact, we just didn't feel the place for academic senators with merging with college reps. what exactly are we trying to solve? There are better ways to go about this. Perhaps specify their roles. I recommend to go a different directed and not involving the shared governance unit. Not only is this insulting the college reps.
- ✦ Marcial Romero: Not any of the five senators not being discussed and the VP of Governance was not discussed, and this proposal lacking information and input into the situation
- ✦ Kenya Pineda: There has not been any diligence to sit down all together to sit down and discuss all the options. Bring the senators and college reps together. Not by talking to Neyda or Marcial together in a room.
- ✦ David Zitser: There would be three different splits between the shared governance, Academic Senators (6) managing their own senate committees, then college senators which would make up college committees and then the VPAG which would oversee university wide committees
- ✦ William Hess: Why would you pressure change without consulting the senators?
- ✦ David Zitser: The main reason why I wrote this proposal, this is the first time reaching the executive committee, any opportunity for input
- ✦ William Hess: Let's talk about these ideas, what do you guys think?
- ✦ Marcos Montes: We have struggled a lot with academic Senators from previous year, so this was an idea introduced this year and have been discussed around and important to acknowledge that we are investing money into these senators and making the responsibilities stronger within these positions
- ✦ Intef W. Weser: Communication does need to be structured for this issue
- ✦ Dena Florez: Improving office moral, this needs to happen here at the Executive Committee, and around other student government
- ✦ Neyda Umana: We do use the feedback into consideration

b. ASI Executive Officer Workflow Recommendation – Per previous conversations regarding Executive Officer meeting commitments, a recommendation to adjust required meeting expectations will be discussed and acted upon by the committee. What is approved will be sent to the ASI Workflow and Biweekly Ad Hoc Committee to be incorporated into the committees overall charge.

## VIII. Adjournment:

Offered By:	David Zitser	Seconded by:	
-Motion to Adjourn meeting at 5:52pm			
All in Favor		Opposed	
		Abstained	
Motion:			

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**CERTIFICATION**

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Official Minutes taken for the **EXECUTIVE COMMITTEE MEETING** of the Associated Students, Inc, Cal State Los Angeles held on Tuesday, November 7th, 2017 in the University Student Union 303AB. Consensus by the A.S.I. Board of Directors on Tuesday, November 21,2017.

Prepared by:

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**Dena Florez**  
**Recording Secretary**

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