



Bylaws/ COP Subcommittee Meeting Minutes

Monday, November 27, 2017

12:00 pm – 12:30 pm; U-SU 203 ASI Conference Room

Attendees: Bylaws and Judicial Review Committee & General Public

I. Organizational Items:

a. Call to Order

The meeting was called to order at 12:00 PM.

b. Roll Call

Jeovany Aguilar	Chief Justice	<input checked="" type="checkbox"/> Present
Gabriel Babuch	Associate Justice	<input checked="" type="checkbox"/> Present
Rachel Duffy	Associate Justice	<input checked="" type="checkbox"/> Excused Tardy 12:18 pm
Zermeen Vakil	Associate Justice	<input checked="" type="checkbox"/> Present
Adriana Navarette	Elections and Orientation Commissioner	<input checked="" type="checkbox"/> Excused Tardy 12:15 pm
Vacant	Committee Member	<input checked="" type="checkbox"/> Vacant
Richard Shu	Board of Directors Representative	<input checked="" type="checkbox"/> Present
Intef W. Weser	Executive Director	<input checked="" type="checkbox"/> Present
Carol Roberts-Corb	University President's Designee	<input checked="" type="checkbox"/> Excused Absence
Guests of the Gallery	Kenya Pineda, David Zitser	

c. Approval of Agenda (action):

➤ Additional Notes (if necessary)

Offered By:	Zermeen V.	Seconded by:	Gabriel B.
Motion to approve the adoption of the agenda with stated edits for Monday, November 27, 2017.			
Discussion:			
Vote Tally:			
All in Favor:	ALL	Opposed:	0
		Abstained:	0
		Motion:	<input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

d. Approval of Minutes (action):

Offered By:	Gabriel B.	Seconded by:	Zermeen V.
Motion to approve the minutes from October 23 rd , 2017.			
Discussion:			
Vote Tally:			
All in Favor:	ALL	Opposed:	0
		Abstained:	0
		Motion:	<input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

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. New Business

IV. Action

a. **Removal of Appointed Members Language in Governing Codes of Procedures** - The committee will continue reviewing 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.

b. **Review Strategic Planning Committee Code of Procedure Policy 011** - Bylaws committee members will review and act on approved edits recommended by the Strategic Planning Committee.

- Membership clarification
- Recommendation to proofread the policy by Gabriel B.

Offered By:	Gabriel B.	Seconded by:	Richard S.					
Motion to approve the recommended edits to the Strategic Planning Committee Code of Procedures Policy 011 by the Strategic Planning Committee.								
Discussion:								
Vote Tally:								
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion:	<input checked="" type="checkbox"/> PASSED	<input type="checkbox"/> FAILED

Offered By:	Zermeen V.	Seconded by:	Gabriel B.					
Amendment to the motion to add a stipulation that Marcus Rodriguez's and the President Designee's position be changed to non voting members.								
Discussion:								
Vote Tally:								
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion:	<input checked="" type="checkbox"/> PASSED	<input type="checkbox"/> FAILED

The Bylaws and Codes of Procedures Committee recognizes Adriana Navarette at 12:15 pm.

c. **Review ASI Bylaws Policy 001** – Bylaws committee members will review and act on approved edits recommended by the Executive Committee.

- Changes to Policy 001 propose to add a faculty member appointed by the Academic Senate to the Board of Directors.
- Purpose is to bridge the gap between students and faculty.
- Concern: a faculty member serving on the Senate is not essential.
- Zermeen and Gabriel will write a memo to revise the policy.
- Send back to Executive Committee for review.

Offered By:	Adriana N.	Seconded by:	Gabriel B.
Motion to approve the recommended edits to the ASI Bylaws Policy 001 by the Executive Committee.			

Discussion:						
Vote Tally:						
All in Favor:	0	Opposed:	4	Abstained:	1	Motion: <input type="checkbox"/> PASSED <input checked="" type="checkbox"/> FAILED

The Bylaws and Codes of Procedures Committee recognizes Rachel Duffy at 12:18 pm.

Offered By:	Zermeen V.	Seconded by:	Gabriel B.			
Motion to extend the Bylaws and Codes of Procedures meeting to 12:40 pm.						
Discussion:						
Vote Tally:						
All in Favor:	4	Opposed:	0	Abstained:	1	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

d. **Review ASI Performance Appraisal Policy 106** – Bylaws committee members will review and act on approved edits recommended by the Personnel Committee.

- Edits made by HR personnel.
- ASI logos on the bottom margin are not aligned.
- Cosmetic changes: proper usage of auxiliary verbs.

Offered By:	Zermeen V.	Seconded by:	Gabriel B.			
Motion to approve the recommended edits to the ASI Performance Appraisal Policy 106 by the Personnel Committee.						
Discussion:						
Vote Tally:						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

e. **Review ASI Performance Appraisal Policy 110** – Bylaws committee members will review and act on approved edits recommended by the Personnel Committee.

- Concerns regarding privacy violations should be brought to a staff member rather than discussed publicly. This encourages ASI members to tell staff members whenever the ASI Ethics Policy is violated.

Offered By:	Gabriel B.	Seconded by:	Zermeen V.			
Motion to approve the recommended edits to the ASI Performance Appraisal Policy 110 by the Personnel Committee.						
Discussion:						
Vote Tally:						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

Offered By:	Zermeen V.	Seconded by:	Gabriel B.			
Amendment to the motion to do a grammar check on the ASI Performance Appraisal Policy 110.						
Discussion: Purpose is to clarify the definition of “unexcused tardies”						

Vote Tally:						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

V. Old Business

VI. Reports

- a. Chief Justice: **Jeovany Aguilar**
- b. Associate Justices
 - a. **Gabriel**
 - b. **Rachel**
 - c. **Zermeen**
- c. ASI Executive Director: **Intef Weser**
- d. ASI Elections and Orientations Commissioner: **Adriana Navarette**

VII. Adjournment

Offered By:	Gabriel B.	Seconded by:	Adriana N.			
Motion to adjourn the meeting at 12:30 PM .						
Discussion:						
Vote Tally:						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

Associated Students, Inc.
 Bylaws/COP Subcommittee Meeting
Summary of Actions Taken
Wednesday, February 21, 2018

Organizational Items

a. Approval of Agenda (action):

Offered By:	Zermeen V.	Seconded by:	Gabriel B.			
Motion to approve the adoption of Agenda with stated edits for Monday, November 27, 2017.						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

b. Approval of Minutes (action):

Offered By:	Gabriel B.	Seconded by:	Zermeen V.			
Motion to approve the minutes from October 23, 2017.						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

c. Motion

Offered By:	Gabriel B.	Seconded by:	Richard S.			
Motion to approve the recommended edits to the Strategic Planning Committee Code of Procedures Policy 011 by the Strategic Planning Committee.						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

Offered By:	Zermeen V.	Seconded by:	Gabriel B.			
Amendment to the motion to add a stipulation that Marcus Rodriguez's and the President Designee's position be changed to non voting members.						

All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED
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Offered By:	Adriana N.	Seconded by:	Gabriel B.			
Motion to approve the recommended edits to the ASI Bylaws Policy 001 by the Executive Committee.						
All in Favor:	0	Opposed:	4	Abstained:	1	Motion: <input type="checkbox"/> PASSED <input checked="" type="checkbox"/> FAILED

Offered By:	Zermeen V.	Seconded by:	Gabriel B.			
Motion to extend the Bylaws and Codes of Procedures meeting to 12:40 pm.						
All in Favor:	4	Opposed:	0	Abstained:	1	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

Offered By:	Gabriel B.	Seconded by:	Zermeen V.			
Motion to approve the recommended edits to the ASI Performance Appraisal Policy 110 by the Personnel Committee.						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

Offered By:	Zermeen V.	Seconded by:	Gabriel B.			
Amendment to the motion to do a grammar check on the ASI Performance Appraisal Policy 110.						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

d. Adjournment

Offered By:	Gabriel B.	Seconded by:	Adriana N.			
Motion to adjourn the meeting at <u>12:30 PM</u> .						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

VIII. CERTIFICATION

Official Minutes taken for the **BYLAWS COMMITTEE MEETING** of the Associated Students, Inc., Cal State L.A. held on Monday, November 27, 2017 in the ASI Conference Room, U-SU 203. Approved by the A.S.I. Bylaws Committee on: _____

Prepared by:

Recording Secretary and Committee Chair

Confirmed by:

Secretary/Treasurer