



Executive Committee Meeting

Minutes

Tuesday, June 5th, 2018
 Time: 4:16 – 6:00PM
 Location: U-SU Board Room 303 AB
 Attendees: Executive Committee, General Public
 Type of Meeting: General

I. Organizational Items:

a. Call to order by: Executive Committee at 4:18pm

b. Roll Call

Nia Johnson	<i>President</i>	Present
Jesus Mora	<i>Vice President for Academic Governance</i>	Excused Absent
Jacquelyn Acosta	<i>Vice President for Administration</i>	Present
Aaron Castaneda	<i>Vice President for Finance</i>	Present
Veronica Garcia-Martinez	<i>Vice President for External Affairs</i>	Excused Tardy @4:26PM
Jennifer Martel	<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 & Services</i>	Present

c. Adoption of Agenda for Tuesday:

Offered By:	Jacquelyn Acosta	Seconded by:	Aaron Castaneda				
Motion to approve the adoption of Agenda for Tuesday, June 5 th , 2018.							
All in Favor	3	Opposed	0	Abstained	0	Motion:	Passed

d. Approval of Minutes:

Offered By:	Aaron Castaneda	Seconded by:	Jacquelyn Acosta
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Motion to approve the minutes for May 1 st , 2018.						
All in Favor	3	Opposed	0	Abstained	0	Motion: Passed

II. Public Forum/Announcement

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

- None.

III. Informational Items

- a. Executive Committee Code and Procedure Review Policy 003 – The committee will review the Executive Committee COP.
 - The President reviewed the policy with the committee, highlighting the areas of importance. These included the Authority and Function, Quorum, and Removal of Appointed Members portions.
- b. Importance of Agenda Development and Minutes – The committee will review the importance of managing agendas and minutes to attain organizational success.
 - The Executive Director reviewed the document presented regarding the agenda and minutes. The document highlighted the importance of agenda management and minutes, as well as stated the staff support in the process. This year, recording secretaries will be trained on how to write minutes according to Gloria Romero.
 - Gloria Romero Act of 2000 was presented and reviewed by the committee.

IV. Discussion

- a. Executive Work Flow – The Executive Committee will discuss potential changes to internal committee requirements.
 - The internal committee proposal approved last year was presented and discussed.
- b. BOD Agenda- The committee will discuss potential agenda items for the next BOD.
 - There was a suggestion to have college representatives do a presentation of their college representatives.
 - It was proposed that the BOD share their vision during either the first or second meeting. This suggestion was welcomed.
 - The review of Policy 002 would be done at the BOD.
- c. Campus Climate Brainstorm Session-- The Executive Committee will brainstorm and discuss ways for ASI to promote a better campus climate.
 - Recognize ASI Alumni that have gone on to succeed in related or other career fields.
 - Have College Representatives stay in communication with their respective deans and college members.
 - Class presentation can be an excellent way to reach out to students. This also provides an opportunity to promote the ASI branding. An outline already exists for ASI members to use.
 - Creating ASI events targeting graduate students specifically would allow graduate students to see that they are being heard and taken into consideration. Attending Preview Day could also help ASI reach newly admitted incoming CSULA students.
 - Screaming Eagles will require revamping.

Motion to Extend Meeting Time

Offered By: Jacquelyn Acosta	Seconded by: Aaron Castaneda
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Motion to extend the meeting by 10 minutes.

All in Favor	3	Opposed	0	Abstained	0	Motion: Passed
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- College Council meetings need to be made more incentivizing for students to attend without putting more constraints on their schedules. Utilizing CSI's club and organization contacts to reach out to students is a previously tested method that can work. Finding a more effective method to encourage students to attend this council is needed, as we do not want students to only attend due to unrelated incentives.

Motion to Extend Meeting Time

Offered By:	Aaron Castaneda	Seconded by:	Jacquelyn Acosta
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Motion to extend the meeting by 5 minutes.

All in Favor	3	Opposed	0	Abstained	0	Motion: Passed
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- In the ASI newsletter, ASI could recognize clubs and organizations for attending ASI events to encourage them to attend. Public Relations and Marketing would arrange this. This could also be posted on the board outside of the office.

Motion to Table

Offered By:	Jacquelyn Acosta	Seconded by:	Aaron Castaneda
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Motion to table Strategic Pan to the next Executive Committee Meeting.

All in Favor	3	Opposed	0	Abstained	0	Motion: Passed
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V. Adjournment

Offered By:	Aaron Castaneda	Seconded by:	Veronica Garcia-Martinez
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Motion to adjourn the meeting at 5:58pm.

All in Favor	3	Opposed	0	Abstained	0	Motion: Passed
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CERTIFICATION

Official Minutes taken for the **EXECUTIVE COMMITTEE MEETING** of the Associated Students, Inc, Cal State Los Angeles held on Tuesday, June 5th, 2018 in the University Student Union 303AB. Consensus by the A.S.I. Board of Directors on Thursday, June 21st, 2018.

Prepared by:

Dena Florez
Recording Secretary

Jazmin Ortiz
Secretary/Treasurer

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