



Executive Committee Meeting

Minutes

Tuesday, June 26th, 2018

Time: 4:18 – 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>	Present
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 Absent
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:	Aaron Castaneda	Seconded by:	Jesus Mora			
Motion to approve the adoption of Agenda for Tuesday, June 26 th , 2018.						
All in Favor	4	Opposed	0	Abstained	0	Motion: Passed

Amendment to Main Motion

Offered By:	Jacquelyn Acosta	Seconded by:	Aaron Castaneda			
Include "Workflow" under Discussion Item C.						
All in Favor	4	Opposed	0	Abstained	0	Motion: Passed

- The committee mentioned how the Workflow Proposal was a discussion item for the last Board of Directors meeting, but it needs to be expanded upon.

d. Approval of Minutes:

Offered By:	Jacquelyn Acosta	Seconded by:	Jennifer Martel			
Motion to approve the minutes for June 5 th , 2018.						
All in Favor	4	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 Officer Expectations Review

- No discussion was offered for this item.

b. Agenda Item Submission Procedures

- The committee reviewed the agenda item submission process. This included a step-by-step breakdown of the reminders, deadlines at which items may be submitted, and agenda finalization dates and times.
- For Executive Committee, the Thursday at 6:00pm before an upcoming Executive Committee meeting would be the deadline to email the Secretary/Treasurer or President the agenda items. The agenda would be finalized by 2:30pm on Friday and posted online and on the board outside of the office.

IV. Discussion

a. Strategic Planning

- The Strategic Plan was presented to committees could come up with goals for the 2018 - 2019 year. At the end of the year, the committees may then assess whether or not the organization met those goals. The Strategic Planning meeting will happen prior to Summer Retreat. Summer Retreat will be a teambuilding opportunity to help with the formulation of the Strategic Plan.

b. Welcome Week

- The President and VP for Administration presented what was discussed at the Welcome Week meeting. The Welcome Week Committee is a group of department representatives that meet to plan Welcome Week events. These events aim to raise both returning and incoming student spirit and, as the title implies, welcome those new students to Cal State LA. ASI has been directed to table on specific dates outlined on the copies provided by the President to the committee.
- Welcome Week will persist over 2 weeks, with ASI tabling on 2 days, and providing an open house-type event for 2 other days.

c. Transfer Student Orientation

- Starts in the latter half of July. ASI will have booths at these orientation events, whether they will be informational or otherwise is will open for the committee to decide. ASI will be able to table for roughly an hour during each orientation event.
 - One suggestion was to show CSULA Pride through giveaway items to grasp the interest of transfer students and show them how to be engaged and proud to be a Cal State LA student. Revamping the Screaming Eagles could also be a viable option. Improving ASI's marketing strategy can also help better the chances of informing transfer students of ASI events and opportunities.
- d. Executive Workflow Proposal
- The VPA stated that the college representatives should sit on two internal and two external committees.
 - The Executive Director believed that increasing the college rep's involvement in committee should be treated as a separate issue from reducing the workload of the executive officers.
 - The VPF voiced that improving members' perception of committee work would result in more members being willing and eager to join committees and not view it as extra workload.
 - The VPAG sees that the senators have a larger workload when compared to the college representatives when it comes to policy and generally being involved in the organization. This workflow proposal would even out this discrepancy.
- e. Campus Climate Brainstorm Session Part II
- Move-in Day: In the previous year, ASI provided office supplies and other small items for the students moving into the dorms. This can be done again this year.
 - Dead Hour: Should it return, ASI would be able to fit a lot of events into this daily time slots.
 - ASI Alumni Spotlight:
 - College Council: If this is done, it would have to be promoted much better than it had been in previous years. The council was not effective in the past as few student clubs and organizations would attend it. Some of the committee felt that this would not be a very successful event regardless, given that the organizations that would participate would do so with the expectation of receiving incentives.
 - ASI Student Body Email: This would be a valuable resource if it can be kept thoroughly updated. Since this information is obtained through student clubs and organizations, those students phase out yearly, either through graduation or terminating their involvement.
 - Student Class Presentations: Need to be expanded upon and given more resources, as this is a highly effective way to promote ASI and draw students in.
 - College Town Halls: These events would take less planning and incentivizing than College Councils. The college representative would determine how often these meetings would take place. At these town halls, students from the different departments would be able to voice their concerns directly to our representatives.

V. Reports

a. ASI President, **Nia Johnson**

- Met with Jen Miller after meeting with Nancy Wada-McKee. Wada-McKee directed me to become involved with the Welcome Week Committee and internships we should share with the students. She also gave her opinion on the referendum. For my meeting with Jen Miller, she spoke about how we can get ASI's members direct communication with administrators of the college as well as how to can have CSULA's mascot become more involved with ASI for promotional purposes.

b. ASI Vice President for Administration, **Jesus Mora**

- Pleased to see branch of the organization being appointed so swiftly. Will be meeting with Marcus Rodriguez and the new appointees to begin plans for the academic year.

Motion: Extend Meeting Time

Offered By:	Consensus	Seconded by:	Jacquelyn Acosta			
Extending the meeting by 5 minutes to finish the reports.						
All in Favor	3	Opposed	0	Abstained	0	Motion: Passed

- c. ASI Vice President for Academic Governance, **Jacquelyn Acosta**
 - Prioritizing the Shared Governance Resolution established by the previous VPAG and her term. Picking up the microwave and parking proposals I was working on in the previous semester. Also focusing on recruiting for university-wide committees.
- d. ASI Vice President for Finance, **Aaron Castaneda**
 - Awaiting the budget approval. Preparing for the fiscal year accruals. Preparing for the first Finance Committee on July 13th.
- e. ASI Secretary/Treasurer, **Jennifer Martel**
 - Working on bettering New Member Orientations. Looking forward to leading the class presentations. I want to find a way for ASI to have more involvement with student clubs and organizations.
- f. ASI Executive Director, **Intef W. Weser**
 - Attended today's meeting with the other directors. After viewing *The "S" Word*, I thought we could work on creating better mental health support systems for issues on campus. Connecting with Mind Matters is an option. Meeting with each of our executives is something I plan to do regularly this year. Document updates that most of our members need access to are being made.

VI. Adjournment

Offered By:	Consensus	Seconded by:				
Motion to adjourn the meeting at 5:51pm.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

CERTIFICATION

Official Minutes taken for the **EXECUTIVE COMMITTEE MEETING** of the Associated Students, Inc, Cal State Los Angeles held on Tuesday, June 26th, 2018 in the University Student Union 303AB. Consensus by the A.S.I. Board of Directors on Tuesday, July 10, 2018.

Prepared by:

Dena Florez
Recording Secretary

Jazmin Ortiz
Secretary/Treasurer