



Cabinet of College Representatives

Meeting Minutes

- I. Organizational Items:
- a. Thursday, January 24th 2019
 - b. Call to Order: 4:45pm
 - c. Roll Call

Jocelyn Vargas	Rongxiang Xu College of Health & Human Services	Present
J. Isai Amaya	College of Arts & Letters Representative	Present
Selene Castillo	College of Arts & Letters Representative	Present
Christopher Koo	College of Business & Economics Representative	Present
Vacant	College of Business & Economics Representative	Vacant
Raul Rodriguez	Charter College of Education Representative	Present
Vacant	Charter College of Education Representative	Vacant
Smithkumar Patel	College of Engineering, Comp. Science & Technology Rep.	Present
Edgar Chavez	College of Engineering, Comp. Science & Technology Rep.	Present
Rashad Freeman	Rongxiang Xu College of Health & Human Services	Unexcused Absence
Fritza Plasencia	College of Natural & Social Sciences Representative	Present
Davona Watson	College of Natural & Social Sciences Representative	Present
Nia Johnson	ASI President	Present
Marcus Rodriguez	Staff Support	Present
Guests of the Gallery	None	

- d. Approval of agenda for Thursday, January 24th 2019

Offered By:	Davona Watson	Seconded	Christopher Koo
Motion to approve the adoption of the agenda for January 24 th 2018.			
All in Favor	All	Oppose	None
Abstained	None	Motion: Passed	

- a. Adoption of minutes for Thursday, November 8th 2018

Offered By:	Fritza Plasencia	Seconded	Edgar Chavez
Motion to approve the adoption of the agenda for November 8 th 2018.			
All in Favor	All	Oppose	None
Abstained	None	Motion: Passed	

- a. Approval of Minutes for Thursday, October 25th 2018



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II. Public Forum:

- a. This time is allotted to members of the public to address the board.
 - Nia speaks about the referendum and how we are actively collecting signatures. She also mentions the AD Hoc Committee for those who want to bring ideas for the greater school community. She also states how students want high profile events on campus such as the Farmers Market to return to campus.
 - E'Leaya asks: Point of Information: When is the last day to collect signatures?
 - Nia: As soon as possible.

III. Informational Items:

- a. Bi-Weekly Meetings: The Cabinet will be reminded to set up bi-weekly meetings with the ASI President, their co-rep, and the Interim Executive Director.
 - Nia reminds the cabinet of representative to keep a line of communication open for those who still need to schedule bi weekly meetings.
 - Nia also mentions that the deadline to have your schedule turned in is the following Friday, February 1st 2019.
 - Nia also reminds the cabinet to either reach out to Keomi Barksdale (Assistant to President) if school schedules are still being changed and to have a open line of communication with her.
 - Marcus also adds to make weekly meetings with himself so that Marcus and the representatives know what exactly they have to do each week, since a lot of events are coming up quickly.
 - Fritza raises a concern in which she would like to know when the deadline would be to submit your schedule by, she mentions how she got docked down an absence for missing her first bi-weekly without her knowing it was going to occur.
 - Nia answers her by giving the deadline of Friday, February 1st 2019.
- b. Special Presentation: ASI VP for Administration – The VPA will inform the Cabinet on ways they collaborate with the commissioners and support Spirit Week.
 - Matthew starts his presentation with Spirit Week, it would be from February 4th to the 7th.
 - Matthew explains how Shaunteria would need some help for Spirit Week, to reach out to her if you wish to help.
 - He mentions how Shaunteria would need help with judges for the Door Decorating Contest.
 - Monday, February 4th there will be a Dodgerball Tournament, but Shaunteria will need 5 referee's.
 - E'Leaya offers be a referee for the tournament.
 - Matthew offers the referee's shirts for the tournament,.
 - Matthew reiterates that the tournament will be on Monday, February 4th at 9 PM in the Gymnasium. Teams of 7, and that there is no limit.
 - Matthew mentions also that if ASI has a team, we cannot win as ASI.
 - Matthew explains that there is a conflict of interest if ASI were to win since the prize is a certain amount of money.
 - Jocelyn mentions that the policy is within the conflict of interest we all sign when we board ASI.
 - Fritza asks how can we help, but without stepping on the court.
 - Matthew mentions how ASI can table, set up, or hand out snacks to participants.



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IV. Discussion:

- a. Outreach & Promotion: The Cabinet will discuss potential outreach and promotion methods such as having a College Representative leading tabling for the week of 1/28/19 to 2/1/19.
- Jocelyn recognizes that we have been tabling this week, most of the college representatives have. Representatives would be interested in tabling on different dates throughout the semester.
 - Marcus points out that representatives should table in high levels of traffic within the colleges instead of the usual tabling spots on the main walkway and between Library North and South.
 - Jocelyn asks if the cabinet would be interested in tabling in their respective college as a new plan, one week can be devoted to one college.
 - Fritza would be interested in tabling in new spots but is more concerned about the timing since she does not agree with someone tabling the whole time when another representative cannot cause of schedule confliction.
 - Chris adds that he would want someone with them to table since he is one representative for his own college.
 - Marcus adds on that advisement and other entities in colleges should be able to table at the same time or table whenever the college is hosting an event to show that ASI is there.
 - Jocelyn will email everyone that has been discussed with this point.
- b. Video Production: College Representative promoting Cal State LA Advisement Centers – The cabinet will discuss any updates on the feasibility of a collaborative video to promote advisement.
- Jocelyn points out that the two main people spearheading this event are Isai and Rashaad, but asks Isai to speak since Rashaad was not there.
 - Nia asks if Jocelyn ever found out what happened to HHS college video.
 - Jocelyn responds with a no. She states it was never posted.
 - Isai asks if the cabinet will support the idea since he had asked the cabinet before in November and got no response.
 - He then asks the cabinet if they are still interested in doing this.
 - Jocelyn mentions that maybe creating videos with each respected college, so that representatives spearhead the idea within their college themselves.
 - Isai mentions that Provost Mahoney liked the idea of the advisement video.
 - Nia has mentioned that Public Affairs is asking for collaboration with ASI to see if they want to post on their social media.
 - Marcus also agrees with the idea of using social media, since it's easier.
 - Isai mentions that it's also a lot cheaper.
 - Isai then mentions since there are 6 colleges, the representatives can take over for a day and show viewers where their advisement center is at. He refers to the weekly Mind Matters that Student Life already does.
 - Selene likes the idea that her co-representative has.
 - Edgar says he would like to get back on that idea.
 - Isai also states that this is a great opportunity for students to know who their representatives are for their college.
 - Isai also mentions that it would be easier to film ASI representatives and faculty only for the sake of paper.



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C. Main Goals for the Spring 2019 semester: The cabinet will discuss their 3 main goals for the 2019 Spring Semester.

- Jocelyn hands out a sheet that describes what each representative's three goals are, how to achieve them and what steps must be taken in order to fulfill that goal.
- Jocleyn then asks the cabinet to take five minutes to fill out the sheet.
- Jocelyn then states that if a representative needs more time to turn in the sheet in her mailbox.
- Representatives then take turns to read the sheet.
- Representatives then fill out the sheet and turned in to Jocelyn.

Motion to table reports.

Consensus had been met.						
Offered By:	Edgar Chavez		Seconded by:		Fritza Plasencia	
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed

V. **Reports: Reports were tabel**

- a. ASI President: **Nia Johnson**
 - **Nothing to report**
- b. Arts & Letters: **Selene Castillo & Isai Amaya**
 - **No report.**
- c. Business & Economics: **Christopher Koo**
 - **No report.**
- d. Charter College of Education: **Vacant**
 - **No report.**
- e. Engineer, Computer Science, & Technology: **Smitkumar Patel & Edgar Chavez**
 - **No report.**
- f. Natural & Social Sciences: **Davona Watson & Fritza Plasencia**
 - **No report.**
- g. Rongxiang Xu College of Health & Human Services: **Rashad Freeman & Jocelyn Vargas**
 - **No report.**
- h. ASI Staff: **Marcus Rodriguez**

VI. **Adjournment:**

Motion to adjourn at 5:44 pm.						
Offered By:	Isai Amaya		Seconded by:		Christopher koo	
All in Favor	All	Opposed	None	Abstained	None	Motion: Passed



Cabinet of College Representatives Meeting Minutes

Cabinet of College Representatives Meeting **CERTIFICATION**

Official Minutes taken for the ASI **CABINET OF COLLEGE REPRESENTIVES MEETING** of the Associated Students, Inc, Cal State Los Angeles held on Thursday, July 12, 2018 in the U-SU Boardroom 303 AB. Approved by the ASI **CABINET OF COLLEGE REPRESENTIVES COMMITTEE**: _____.

Prepared by:

* _____ *

Marcus Rodriguez – Executive Director

Confirmed by:

* _____ *

Isai Amaya – Vice Chair for Cabinet of Representatives