



Strategic Planning Committee Minutes

January 29, 2019

4:45 p.m. to 5:45 p.m. USU Board Rm. 303 AB

Attendees: ASI Secretary/Treasurer, Executives, General Members and General Public

I. Organizational Items:

1.1 Call to Order – The meeting was called to order at: 4:46 p.m.

1.2 Roll Call

David San	Secretary/Treasurer	Present
Jacquelyn Acosta	Vice President for Academic Governance	Present
Nia Johnson	President	Present
Matthew Keels	Vice President for Administration	Present
Aaron Castaneda	Vice President for Finance	Present
Veronica Garcia-Martinez	Vice President for External Affairs and Advancement	Present
Dena Florez	Office Manager of Administration & Services	Present
Marcus Rodriguez	Interim Executive Director	Present

Adoption of the Agenda:

Offered By:	A. Castaneda	Seconded by:	M. Keels			
Motion to approve the adoption of the agenda for January 29, 2019						
Consensus	5	Opposed	0	Abstained	0	Motion: Passed

Adoption of the Minutes:

Offered By:	M. Keels	Seconded by:	A. Castaneda			
Motion to approve the adoption of the minutes for November 13, 2018						
Consensus	5	Opposed	0	Abstained	0	Motion: Passed

II. Public Forum/Announcement:

2.1 This time is allotted for members of the public to make announcements and/ or address the committee. – None

III. Discussion

3.1 Policy 005- Grant in Aid

- ✚ **A. Castaneda:** the process for GIA's needs to be reevaluated, there is an issue with uncollected checks. There was a total of 11k from last administrations uncollected checks. He recommends that there be a 3-month gap for a member to pick up their check.
- ✚ **M. Rodriguez:** recommends that the members have until the end of the semester to pick up their checks.

Offered By:	A. Castaneda	Seconded by:	M. Keels			
Motion to amend Policy 005, 3.3.1.5, to include a time frame to collect GIA: “Time Specification: ASI members must collect their checks no less than 60 days at the end of their term in order to qualify. After 60 days, the funds are forfeited back to ASI.”						
Consensus	5	Opposed	0	Abstained	0	Motion: Passed

- ✚ **J. Acosta:** Asks if we have to add to the policy about holding members checks if they do not turn in their committee reports.
- ✚ **A. Castaneda:** It does not have to be in the policy but there should be a form between the VPAG and Secretary/Treasurer that tracks the intercommunication of holding checks.
- ✚ **D. Florez:** Checks are cut ahead of time and if we notify the cashiers office in advance, they will cut only a certain amount at that given time.
- ✚ **M. Rodriguez:** Highly suggests that we do not hold checks, that we just pay members, even if they do not submit key documents.
- ✚ **M. Keels:** worried about not holding checks because people will begin to slack off on work if they know they will be paid no matter what.

- ✚ **N. Johnson:** Highly emphasizes the importance of holding people accountable and if we simply pay them, we lose the ability to hold members up to standard.
- ✚ **A. Castaneda:** Points out that if there is a hold on a check and it is kept on hold then it will be returned, yet ASI gains nothing by it being returned
- ✚ **M. Rodriguez:** Encourages that rather than holding checks, we emphasize the structure internally by referring to the removal process.
- ✚ **D. Florez:** As for student eligibility, when a student is found ineligible for that period, they cannot be in the office, conduct ASI business; thus, cannot be compensated for that work.

3.2 Mission Statement Changes


Offered By:	A. Castaneda	Seconded by:	N. Johnson			
Motion to approve the Mission Statement						
Consensus	5	Opposed	0	Abstained	0	Motion: Passed

Offered By:	N. Johnson	Seconded by:	M. Keels			
Motion to amend “As ASI” to “Most Importantly”						
Consensus	4	Opposed	0	Abstained	1	Motion: Passed

- ✚ **D. Florez:** Questions why the use of “most importantly” when everything we do is important.
- ✚ **N. Johnson:** It simply serves the purpose of enhancing the language.
- ✚ **M. Keels:** He suggests implementing the strategic plan into ASI member orientation.
- ✚ **A. Castaneda:** Agrees because it will create continuity with successors.
- ✚ **M. Rodriguez:** Recommends that we include the strategic plan into conversations within all the internal committees and that each area discuss strategies and how each area will tackle the strategic plan. He also advises that executives think about the implementation of the strategic plan within the bodies in the executive’s areas because the foundation is the strategic plan.

Offered By:	M. Keels	Seconded by:	A. Castaneda			
Motion to table Discussion Items B and C						
Consensus	5	Opposed	0	Abstained	0	Motion: Passed

Report:

-  **D. San:** Working to get his projects passed along with working with the strategic plan and would like to prepare for the next administration.

Adjournment:

Offered By:	M. Keels	Seconded by:	N. Johnson			
Motion to adjourn the meeting at 5:44 p.m.						
Consensus	5	Opposed	0	Abstained	0	Motion: Passed

CERTIFICATION

Official Minutes taken for the **Strategic Planning Committee** of the Cal State LA Associated Students, Incorporated held on January 29, 2019 in the U-SU Board Room 303AB. Approved by the Strategic Planning Committee on: _____.

Prepared by:

Jacquelyn Acosta
Strategic Planning Committee Vice Chair

Confirmed by:

Secretary/Treasurer