



Board of Directors Meeting Minutes

Date: Thursday, June 20, 2019
Time: 3:15- 5:45 pm
Location: U-SU Board Room 303 AB
Attendees: Board of Directors & General
Public Type of Meeting: Special

I. Organizational Items:

A. Call to order by: Chair Aaron Castaneda, A.S.I. President 3:15PM

B. Roll Call:

Aaron Castaneda	<i>President</i>	Present
Jacquelyn Acosta	<i>Vice President for Academic Governance</i>	Present
Christopher Koo	<i>Vice President for Finance</i>	Excused Absent
Joceline Rivera Jimenez	<i>Vice President for External Affairs and Advancement</i>	Present
	<i>VP for Academic Governance</i>	
David San	<i>Secretary Treasure-Rep-At-Large</i>	Present
Nadine Gostantian	<i>College of Health and Human Services Rep.</i>	Unexcused Tardy present @ 3:24PM
	<i>College of Health and Human Services Rep.</i>	
	<i>College of Business & Economics Rep.</i>	
Jorge Salazar	<i>College of Business and Economics Rep</i>	Present
	<i>College of Arts and Letters Rep.</i>	
	<i>College of Arts and Letters Rep.</i>	
	<i>College of Engineering, Comp. Science & Technology Rep.</i>	
	<i>College of Engineering, Comp. Science & Technology Rep.</i>	
Sathya Raminani	<i>College of Natural & Social Sciences Rep.</i>	Present
	<i>College of Natural & Social Sciences Rep.</i>	
Pandian Rajaram	<i>Civic Engagement Officer</i>	Present
Kimberline Rodriguez	<i>Diversity and Inclusion Officer</i>	Unexcused Absent
	<i>Associate Justice</i>	
Jennifer Miller	<i>University President's Designee</i>	Present
Marcus Rodriguez	<i>Director of Government Affairs & Leadership Programs</i>	Present
Dena Florez	<i>Office Manager of Administration & Services - RS</i>	Present
Guests of the Gallery		

C. Adoption of Agenda: Thursday, June 20, 2019

❖ Discussion:

Offered By:	Jacquelyn Acosta	Seconded by:	Pandian Rajaram
Motion to approve the agenda for Thursday June 20, 2019			
Consensus to approve the agenda for Thursday June 20, 2019.			
All in Favor	All	Opposed	0
Abstained	0	Motion: Passed	

D. Approval of Minutes: Thursday, May 9, 2019.

❖ Discussion:

Offered By:	Jacquelyn Acosta	Seconded by:	Jorge Salazar
Motion to approve the minutes for Thursday, May 9, 2019.			
All in Favor	9	Opposed	0
Abstained	1	Motion: Passed	

II. **Public Forum:**

A. **Public Forum:** This time is allotted for members of the public to make announcements and/or address the Board.

I. Discussion:

III. **Action Items:**

A. **ASI Appointed Positions:** The Board will consider action on internally appointed ASI positions.

a. **ASI Vice President for Administration:** *(Teady Ochoa is given 3:00 minutes to say why they are qualify for the position.)*

I. **2 Questions:** None

II. **Discussion:**

- Aaron Castaneda: Something that stood out to me is that even though she's a new face in ASI when I asked her about what she hopes to accomplish. She talked about things that are a line to things we are discussing and she did talk about the veteran in terms of the connection... finding ways to remedy that, finding services on campus so she did acknowledge that. She presented very well and she has some experience managing people... She is the number two person in ASI. I recommend her.
- Jacquelyn Acosta: I mention this opportunity to Teady because I had a class with her and I know she is extremely hard working. I know that she put in 110% in what she does...her being a strong leader will lead us to higher expectations so that is why I want to give her my recommendation.

Offered By:	Jacquelyn Acosta	Seconded by:	Pandian Rajaram			
Motion to approve Teady Ochoa as the ASI Vice President for Administration.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

b. **ASI Academic Senator-at-Large:** *(Diana Chavez is given 3:00 minutes to say why they are qualify for the position.)*

I. **2 Questions:** None

II. **Discussion:**

- Jacquelyn Acosta: There is so many things I can say about Diana. She was an amazing academic senate. She did get academic senator of the year in our ASI banquet. She goes above and beyond for the students... she created a pilot program for students within a one year span... She was the front speaker representing the students when it came to impaction. She'll always go out to speak for the students and she was always in those spaces. She made students feel comfortable where they'll came up to her and voice their concerns. Noting got in her way and when there was a barrier she always went pass it. I recommend her to be a senate at large.

Offered By:	Jacquelyn Acosta	Seconded by:	David San			
Motion to approve Diana Chavez as the ASI Academic Senator-at-Large.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

d. **ASI Environmental Affairs Commissioner:** *(Javier Moro and Ugbad Farah)*

I. **Discussion:**

- Aaron Castaneda: Both of the candidates are out of town and I couldn't interview them.

Offered By:	Aaron Castaneda	Seconded by:				
Consensus to postpone the appointment of Javier Moro and Ugbad Farah as the ASI Environmental Affairs Commissioner to the next meeting. – Consensus reached.						
All in Favor		Opposed		Abstained		Motion:

e. **ASI Military Connected Students Representative:** *(Joel Cook is given 2:00 minutes to say why they are qualify for the position.)*

I. **2 Questions:**

- Jacquelyn Acosta: Seeing how you want to increase participate in student engagement...How do you plan to do so?
- Joel Cook: The number one thing I focus on is gather information from student with survey. *(Joel is mentioning the survey that was done last year for the Veteran center with the board.)* I've also pulled up more survey and report to see where the population of the veteran students is and why is it so low. For the fall I want to get away from these fancy event that we put out and start putting in small events such as

town halls so that we can put students in social events. I noticed that we spent a lot of money on events and have a low turnout. (Joel gives examples on passed event where there was a low turnout.) When I first took this position I went and did a meet and greet student in the veteran center and ask what they want to see...

II. **Discussion:**

- Aaron Castaneda: I think that one of the greatest thing about Joel is that he understand where ASI is at. He have connection with the VRC and he actually works at the VRC. Joel touched a few things he wanted to see such as town hall and forum. One thing that stood out the most is his awareness and if you see a lot of people who become a part of ASI doesn't know much but that everyone. I think it's great that he noticed things that can be fixed.
- David San: I also want to add that I have experience with Joel last year...he was VERY flexible with the time that he have to meet with me so that makes me want to give him a recommendation.
- Jacquelyn Acosta: I think one of things that we have to recognize that in ASI we have consistently throughout events when we have a low budget. I think Joel really put on the table that we have a low turnout so why do we still have events and program and we really need to see what our students wants...

Offered By:	Jacquelyn Acosta	Seconded by:	David San			
Motion to approve Joel Cook as the ASI Military Connected Students Representative.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

f. **ASI Spirit Commissioner: (Kaylin Drake)**

I. **Discussion:**

- Aaron Castaneda: Kaylin had an issue with her email and I couldn't get in contact with her. She still is interested in the position.

Offered By:	Aaron Castaneda	Seconded by:				
Consensus to postpone the appointment of Kaylin Drake as the ASI Spirit Commissioner to the next meeting. – Consensus reached						
All in Favor		Opposed		Abstained		Motion:

g. **ASI Associate Justice: (Alexander Morales is given 3:00 minutes to say why they are qualify for the position.)**

I. **2 Questions:**

- Jacquelyn Acosta: Do you have any experience with Roberts rule?
- Alexander Morales: No.
- Jacquelyn Acosta: I know you said you have other things going on like internship, what does your schedule look like during the summer because seeing how you don't have any experience with Roberts rule you will need time to train. What is your availability?
- Alexander Morales: So currently have an internship with Red Cross. Though, I can make times like Tuesday and Thursday. I can accommodate those times if you need me.

II. **Discussion:**

- Aaron Castaneda: I interviewed this candidate and obviously he is new to ASI. He did mention that he doesn't have those hours for training yet but just because someone doesn't have that time doesn't mean they are excluded from this position...he wants to go into public service and we did talk about the vision...I think he'll be great for the ASI team. I do recommend him for this position.
- Jacquelyn Acosta: I know he can accommodate it, but checking the schedule the associate justice meeting are Monday and Wednesday and he did state that he had class on these days. I guess that's the only downside that I have...
- Marcus Rodriguez: Right, Aaron had talk about that. We had a planned out training but if there's a need of those training, we can do that... Since we only have one justice too, I can have a one on one with him so we can make sure he gets the training.
- David San: We do have training but when it comes to one on one the group is a little smaller you could get more information have that training...

Offered By:	Pandian Rajaram	Seconded by:	David San			
Motion to approve Alexander Morales as the ASI Associate Justice.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

B. ASI Internal Committee Appointments: The Board will consider action on internal committee positions.

a. ASI Environmental Policy Committee - Simone Benjamin

i. Discussion:

➤ Jacquelyn Acosta: They are out of town so I didn't have the opportunity to interview them.

Offered By:	Aaron Castaneda	Seconded by:	
Consensus to postpone the appointment the ASI Internal Committee Appointments to the next meeting. – Consensus reached			
All in Favor		Opposed	Abstained
Motion:			

C. University Committee Appointments: The Board will consider action on external university committee positions.

a. Cal State LA Foundation Board of Directors - Duy Nguyen

i. Discussion:

➤ Jacquelyn Acosta: I have not got any confirmation. (*Jacquelyn is stating that she has not interview Duy.*) He has not respond to any of my email so I can't appoint him until I get an interview with him.

b. University Auxiliary Services Board of Directors - Duy Nguyen

i. Discussion:

➤ Jacquelyn Acosta: Every board of directors has to sit on committees. I would suggest that you all set up a meeting with me because there is a lot of committees and it's easier for me to recommend those to you individually... I don't want to receive multiple application and not even knowing if you can sit on those committee. It is a waste of time so this is just an easier process. We can also see what is consider and external committee... Sitting on the committee is mandated. This also goes toward external.

Offered By:	Aaron Castaneda	Seconded by:	
Consensus to take a five minutes recess-- Consensus reached			
All in Favor		Opposed	Abstained
Motion:			

IV. Special Presentation:

A. (4:00-4:30 p.m.) - The Role of the University President's Designee - Dean of Students Dr. Jen Miller

➤ Dr. Jen Miller: This is Cal State LA. I feel like folk misunderstands that I have two roles within this community. My main role is Dean of students but that is different because I'm also the designee of the president. Which means I'm for ASI. I'm going to talk about how they are not conflicting and also use this as an advantage. This is the President cabinet... this group counts on me. I assist with the Dean of Student; I'm a person who advocates for the students and I also advocate for administration. Myth or fact, the university President tells the designee what to say. (*The audience says Myth.*) Every year someone always thinks this is true. One person thought I had an earpiece. When people are excited or frustrated they think I'm the president. I do have my own opinion and I have my own thought and I'm very careful. I don't speak on behave of the president unless I'm absolutely sure about something. The designee strategies with ASI on key student issues. It's a fact I'd like to see, but this is my fourth year here is Cal State LA, sitting here with you at my beginning and my end. I wished we did this more, think it's a great opportunity. The designee is asked to push agenda. (*The audience says Myth.*) It's a myth, I get it. I understand that I have my own opinion but here you have to consider other opinions. But again, no one comes to me to say Jen this is your opinion this is what you're supposed to say. We are not from the television, we are here to serve the students. Yes, the university president work with Aaron and I don't know if you have set up the meeting with the president yet but I think it's important to have the connection... I focus on being here and if someone has a crisis in the hallway I have to check on you. I'm caring for you and offer you resource afterward... I have a great team that has a connection to resources and again I follow the lead of the students. (*Jen Miller talks more the importance of having a great relationship. She talks more about what is her role.*) A lot of times we work together with collaborations. If I can be any help with you come talk to me, I can help. What are you looking for?

➤ David San: From what I got is that you bring back information from the President and administration to us. Partnering with other departments.

➤ Dr. Jen Miller: Ok, what would support look like for you?

- Jacquelyn Acosta: My biggest thing is to really have them engage in ASI. They say they want to collaborate but they don't go above and beyond for ASI...
- Dr. Jen Miller: Last, since I am also the Dean of Student how can I help you?
- Jorge Salazar: I think helping with programming and having a lot of event and making sure all the information reaches to all the students as much as possible.
- Dr. Jen Miller: I'm glad that you mention that because not a lot of people know that. I work with the Marketing team to work with anything that need to be edited and get it out. Other departments does not have assistance sending email to students we are very cautious when we send things to students. For instance spirit week, we don't approve much for other departments but for ASI we approve multiple emails...

B. (5:00-5:20 p.m.) - Civic Learning and Democratic Engagement Meeting - The ASI Civic Engagement Officer and VP for External Affairs & Advancement will share their experiences and discuss the on-campus application of acquired knowledge.

- Pandian Rajaram: *(Pandian Rajaram is informing the board about his experiences and discuss on-campus events of the Civic Learning and Democratic Engagement meeting.)*
- Joceline Rivera Jimenez: *(Joceline Rivera Jimenez is mentioning to the board that the conference has helped her to be aware of civic engagement issues on all different type of campus. She is informing the board of the importance of having a plan.)*

V. Reports:

A. ASI President: Aaron Castaneda:

- Aaron Castaneda: One of the things we are working on is recruitment... We have a long way to go, we are doing our best we can in recruiting. We are trying to fill in these position with the best we can so that we can prepare ourselves for the summer retreat. I head out to the CSSA which was at CSU Monterey Bay. Every June is a training for the upcoming board and we have brand new faces... After that, I had the opportunity to go to the seminar at the Monterey Bay. I had the opportunity to work with other student body presidents and I found different unique ways of leadership. It was a long day, it was six days and it was classes and I have homework every day so I did get credit for it. I did it because it opened up different perspective... Finally, some of you might have seen it but there was an audit that came out of the state of office. The title of the audit *(Aaron mention the title of the audit)* which I encourage you all to see it. I had the opportunity to read and I must say it's disappointing... In the coming days I'm going to release an official statement regarding my disappointment in the report and what CSULA is doing. If you want to know where the information is at please look at our website. Our next up on report is Christopher Koo. I know some of you have meet with him but he is unable to be here for the entire summer because he is doing an internship in Washington.

B. ASI Vice President for Finance:

- Christopher Koo:

C. ASI Vice President for Academic Governance:

- Jacquelyn Acosta: One of the biggest thing I am preparing for is the academic senators training which will happen in July 3. Marcus knows this training is important to me because my area is very impactful with dealing with the University policy which has a lot of influence. This will show them what my expectations are and really inform them of how to interact with the administrators and to really bring students voice. I do have a lot of materials and I'm doing a lot of editing right now and creating my own policy which states what my goals are for the upcoming year... My position deals with university affairs, faculty, and administrators. From my experience, I realized how there is a lack of support in my area. *(Jacquelyn Acosta is voicing the importance of having the faculty and administrator support in her area.)* Seeing from last year, I'm shifting my experience and focus in a different area of my expectation and what I want them to bring to the table when they collaborate with ASI. One of the things we struggle last year is transparency and it's an ongoing issues that we have in ASI. *(Jacquelyn Acosta is voicing that other campuses had issues with tackling transparency within their ASI.)* One of the things we also mention was podcasting because a lot of student are listening to podcasting now to updating information.

D. ASI Vice President for External Affairs and Advancement:

- Joceline Rivera Jimenez: I have my expectations and I understand that other people have their own expectations which I want to start adapting to them. I'm also trying to get more ideas of other events so that we have more students engage and let them know what is going on in ASI. Letting them know about policy that can potentially affect them and CSULA as well.

- Pandian Rajaram: I'm working on an idea that I learned from Joel. I realized that when we have an event we would have food for 50 people and only five people would show up. We have food but people don't come to eat and I know on campus we have food insecurity. I noticed that we have people coming to our office saying if there was any event with free food and I'm trying to find a connection. I came up with an idea such as making an app that shows events that are happening on our campus. So, basically I'm trying to push students towards there to eat which can help the attendance of the event. I'm working with my best friend in this project. My next project is an old event. I'm working with a Civic engagement in this project...
- Joceline Rivera Jimenez: How long is the app?
- Pandian Rajaram: Two months... It's easy for me. Next thing is just testing and one of the big thing is updating. I might need help to push it and let people know.
- Student: For the student who said where the free food are, have you told them about the food pantry?
- Pandian Rajaram: Yes, they know but most of them would come on Wednesday. They want like easier access.
- Jorge Salazar: I want to make an announcement that I was selected as a student delegate of Hispanic association.

E. ASI Secretary/ Treasurer: David San

- For me is potentially paperwork and stuff. So I have sent out the Bi-weekly schedule for the summer. I will be making another one for the Fall as you can see that the graphic team had put up. For the GIA, I want to make sure you guys know when the Bi-weekly are due. Some other things that I'm working on is looking through the policy and making sure everything is up to date. I'm looking towards more in my area because it was lacking to meet quorum last year. The other thing is how Joel mention such as having smaller events. I want that in my area where we have low cost no cost, events for ASI. I think that me working more with VP Finance and making sure we have spaces to do that event.

F. ASI Board of Directors:

- Nadine Gostantian: I have a question, so I know we are a public University. We have people coming here and ask for and ask us for donation. So I work in the ITS and one of my friend said a lady asked her for donation and she followed her in to the Library and she would follow her around. Do we have a certain area for them to just be at? *(Nadine Gostantian speaking on experience of having a spot for people who ask for donation on campus in her old campus.)*
- Dr. Jennifer Miller: We'll talk more about the specific. All around our campus is a free public speak zone. We do have an open forum area where people need permission but free speech is everywhere. Following people for money is not free speech. I want to know a little bit more... If someone is feeling unsafe let me know so we can start making calls. People who table on our campus needs to reservation... Your classroom is where you should learn not where people should be asking for money. This concern me a little bit so please let me know more

G. ASI Staff: Marcus Rodriguez, Interim Executive Director

- Marcus Rodriguez: We have a couple of audits going on. We have an internal audit from our University auditors. I may bring you some updates when those are finish... *(Marcus Rodriguez is speaking about future plan for alternative break.)* This is a great time to bring the new leadership risk management in helping up to look at the program as a whole. What transpired us there is our external audit with our new auditors. They requested paperwork from us and there are strict deadline for those. Dena and I have been working with BFS as well as our campus offices... Shout out to Dena for getting all those document ready while transiting into the closing year. We are doing two audits and minimizing our accrual. CSSA is coming together and we have got everyone to pay... Now before everything hit committee we have to make sure relationship is being made with budgets and adjusting the budget accordingly. I have been reaching out to see where new partnership can happen and obviously coming out from a meeting I see a lot of single partnership that is really exciting... Dean Rodriguez had reached out to us for collaboration so I'm going to have a meeting with him soon. We have all these collaborations, so we have to get the ground running so start setting up a meeting with me one on one so that we can get all date schedule for the calendar. We are hiring a production assistance... We are going to have someone who will help us build that information and date... Gus has been talking to Aaron regarding ASI branding... July 8 we'll have a senior coordination coming in to help us... *(Marcus informing the board about the phone app.)* Make sure to sign your paperwork so you may receive your GIA.

H. University Designee: Dr. Jennifer Miller, Dean of Students

- Dr. Jennifer Miller: It's good to be back, I was gone for a while and I know I've missed a few things... I did schedule a meeting with Aaron to just see what he needs and see what his ideas are. Marcus and I are

back in the game...Joceline and Panda, I'm looking forward to meeting with you to see what connection we have and ideas for the future... I'm looking forward to meet with Jacky to talk about what you need and find a better process for the committees.

- Jacquelyn Acosta: (*Jacquelyn Acosta is voicing that she sent out the information to the administrators but no one was responding which prevent her from updating the information with the committees.*)
- Dr. Jennifer Miller: I have a couple of ideas and suggestion. The biggest thing with the have on our campus was the measles things. We are looking forward to informing the students to get vaccinated...(*Dr. Jen Miller is voicing the importance of having leadership.*) We have after hours, I just want to let you know we have those. We also have a lot of donation for the food pantry and we are trying to donate to the housing as will but we need to see with our budget.
- Dena Florez: Hello everyone, I know some of you from last year and those who don't welcome to ASI. I'm excited this is a new year. If you have any questions regarding the office such as your printer code come see me please. If you're working on the desktop and it doesn't work, please let me know. I oversee the student staff. If you have any concerns or you need assist let's talk about it. We are going to have changes happing in our student staff. Dioncia is graduating and Keomi is going to be graduating in the Fall. They are searching right now. If you have any questions and you need help let me know.

VI. Adjournment:

Offered By:	Jorge Salazar	Seconded by:	Jacquelyn Acosta			
Motion to adjourn the meeting at 5:17PM Consensus to adjourn the meeting at						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

CERTIFICATION

Official Minutes taken for the ASI Board of Directors Meeting of the Associated Students, Inc., Cal State Los Angeles held on June 20, 2019 in the: U-SU Board Room, 303 and were approved by consensus by the A.S.I. Board of Director Committee on Thursday, August 22, 2019. Prepared by:

Dena Florez- Recording Secretary

David San

David San- Secretary/Treasurer