



Cabinet of Academic Senators Meeting Minutes

Tuesday, February 18, 2020
 Time: 1:45pm to 3:15pm
 Location: U-SU Board Room #203
 Attendees: Committee Members & General Public
 Type of Meeting: General

- I. Organizational Items:
 - a. Call to Order
Called to order by Diana Chavez at 1:46pm
 - b. Roll Call

Diana Chavez	Vice President for Academic Governance (VPAG)	Present
Ledi Loot	Graduate Academic Senator	Present
Merridith Chou	Undergraduate Academic Senator	Present
Cristian Flores	Graduate Academic Senator	Present
Kyle Taing	Undergraduate Academic Senator	Present
Isai Amaya	Undergraduate Academic Senator	Present
Analiz Marmolejo	Senator At-Large	Present

- c. Concerns from the Floor
 - i. None
- d. Approval of Agenda (action): Tuesday, February 18

Offered By:	Kyle	Seconded by:	Cristian			
Motion to approve the adoption of Agenda for <u>February 18, 2020</u>						
All in Favor	All	Opposed	0	Abstained	0	Motion: PASSED

☑ approved

- e. Adoption of Minutes from February 4, 2020 and December 4, 2019

Offered By:	Cristian	Seconded by:	Kyle			
Motion to table Adoption of Minutes from February 4, 2020 and December 4, 2019						
All in Favor	All	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. Reports

a. Vice President for Academic Governance – Diana

Diana plans to refine the VPAG role and keep up with the external committee chair contact list. She is working with Jackie on Open Deliberation. The Finance Committee is considering removing the committee incentives since many students do not decide to access the incentive they are entitled to, and the money could be better used if it was not reserved towards the committee incentives. They are leaving it up to Diana and the senators' discretion.

b. Undergraduate Academic Senator Report – Kyle

The Faculty Policy Committee is discussing the evaluation of adjunct professors and have decided that email would be the best way to contact students for instructor evaluations. The Student Engagement Fair is being moved to March 18 and Merridith and Kyle are emailing student organizations to collaborate on the event.

c. Graduate Academic Senator- Cristian

The Graduate Studies Subcommittee is discussing the GA/TA tuition waiver and whether it will be prorated. The Education Policy Committee has passed the policy regarding time for undergraduate advisement. They are continuing to discuss the policy regarding declaring a dual major or minor.

d. Undergraduate Academic Senator – Merridith

The Fiscal Policy Committee has been creating and compiling lists of questions to ask during their time certain with the AVP for Research, the Provost, the VP for Administration and Finance, and ITS. FiPC is interested in the hiring process for the Executive Director of UAS and discussing what that would look like for students and faculty regarding research stipends and grants.

e. Undergraduate Academic Senator – Kyle

Merridith and Kyle are working on the Student Engagement Fair. The Faculty Policy Committee is debating over whether posters should be put up in departments when faculty are being evaluated, or whether students should be informed about their ability to give feedback on faculty online. The Cabinet suggested that, at the time of the semester during the evaluations, department chairs could send out emails to students who had taken a course with the faculty members being evaluated.

f. Undergraduate Academic Senator – Isai

The Student Policy Committee is discussing whether lecturers who sit on the Academic Senate should also be permitted to join committees of the Senate. SPC had a time certain with the Chief of Public Safety and they discussed the importance of ensuring students are alerted and that they are alerted quickly in emergency situations.

g. Graduate Academic Senator- Ledi

Regarding the public safety discussion in the Student Policy Committee, there was a suggestion to include a public safety training along with the mandatory sexual harassment training required for enrollment. The Thesis Defense workshop date has been moved to March 19.

IV. Information Items

a. Committee Report Form Tracker

Diana: To ensure Senators are turning in committee report forms on time, Diana will be implementing a tracking spreadsheet to record which report forms have been accounted for. This is to ensure that Diana has the information to convey to students at large and the rest of ASI, at Board of Directors meetings, for example. The forms will be due on the Sundays after the committee meetings. Committees that multiple Senators sit on will have alternating committee report form duties.

b. Committee Member incentive

Diana: Many committee members do not pick up their incentives and Finance is discussing how the money currently reserved for the committee incentives could be better used for programming or other uses. Diana is skeptical about removing the incentives entirely, but would still like for the money to be used more productively. Analiz: One possibility is to limit the amount of incentives ASI gives out, since only a certain percentage of external committee student representatives pick up their incentives. We should also make sure to remind students to pick up their incentives. Ledi: We should keep the incentive, since it is crucial in recruiting students for the external committee positions. We should focus more on marketing the incentive as a positive for recruiting students.

V. Discussion Items

a. Elevators Malfunction- The cabinet will discuss the issue regarding elevators on campus and the effects it has on students.

Diana: There have been constant malfunctioning of the elevators on campus, especially affecting students with disabilities and their ability to get to class. The elevator maintenance staff are aware of the issue, but we should continue to remind them that this is a priority for the students.

Cristian: This is an issue that mostly arises in King Hall and it relates to the issue of deferred maintenance on King Hall as a whole. We should lobby to make King Hall maintenance a higher priority in CSU and University budgeting.

Analiz: We should make sure the administration is prioritizing King Hall maintenance, since it heavily affects students.

b. Graduate Student and Faculty Mentor Recognition Reception- Senator Loot will discuss a project she would like to bring back to ASI's attention.

Ledi: ASI has previously collaborated with the Office of Graduate Studies to hold a Graduate Student and Faculty Mentor Recognition Reception.

Cristian: Christopher Koo, the ASI VP for Finance, has said that there is funding in the ASI budget to help fund this event. We would still need to determine how much ASI will be involved in the funding of this event. The only issue would be that the ASI graphics team would most likely not be able to help create the program for the event due to time constraints.

c. Cabinet Focus and Projects Spring 2020- The Cabinet will discuss priorities for the remaining of the semester.

Merridith: Merridith would like to increase student engagement and turnout to ASI events by collaborating with student clubs and organizations. At City of Orgs, all of the club officers she spoke with were open and enthusiastic about collaborating with ASI. The Student Engagement Fair will ideally set a tradition of ASI collaborating with clubs and organizations often on events and programming.

Kyle: Kyle would like to see how the student perspective can be advocated for with the issue of impactation.

Diana: A huge issue that many students had with impactation was the possibility that upward mobility would be compromised. We can advocate for increased outreach for minority communities, such as the African-American community, since there have been declining percentages in African-American students enrolling at Cal State LA.

Cristian: We can focus on food and housing insecurity for the students that are enrolled at Cal State LA, to ensure they are taken care of and they are able to graduate successfully.

Ledi: We can create a networking event with all the officers of the student clubs and organizations, to increase their collaboration with each other and with ASI.

Diana: An issue with that would be the added cost of hosting and time spent planning an event, so it might be better to just communicate with clubs on existing events.

Analiz: We could have a computer lab event for Shared Governance to invite students to apply for ASI external committees, where we could also help walk them through the application process.

Cristian: Regarding the club networking event Ledi was talking about, we could lay the framework for an event in the fall so that the next administration can carry out the event.

Kyle: We could also work with the Center for Student Involvement to incorporate the club networking event into the Organizational Development Conference, which clubs are already required to attend.

VI. Adjournment

Offered By:	Cristian	Seconded by:	Ledi				
Motion to adjourn the meeting at 3:00PM							
All in Favor	All	Opposed	0	Abstained	0	Motion:	PASSED

■ Adjourn at 3:00PM