



Board of Directors Meeting

Minutes

Day/Date: Thursday, November 19, 2020
 Time: 3:15- 5:45
 Location: Zoom
 Attendees: Executive committee, General Public
 Type of Meeting: General Public

I. Organizational Items:

Call to order by: Chair Diana Chaves ASI President @ 3:17

b. Roll Call

Diana Chavez	President	Present
Ma Ledi Ham Loot	Vice President for Administration	Present
Kayla Misa	Vice President for Finance	Excused Absence
Analiz Marmolejo	Vice President for External Affairs and Advancement	Present
Jocelyn Vargas	VP for Academic Governance	Present
Anna Nguyen	Secretary Treasure-Rep-At-Large	Present
Rochelle Andrea Cordero	College of Health and Human Services Rep.	Excused Absence
Jazmin Ennis	College of Health and Human Services Rep.	Present
Johannakate Connally	College of Business & Economics Rep.	Excused Tardy @ 4:21
Jonathan Villagra Silva	College of Business and Economics Rep	Present
Lauren Diana	College of Arts and Letters Rep.	Present
Brajohn Hicks	College of Arts and Letters Rep.	Present
Kyle Misa	College of Engineering, Comp. Science & Technology Rep	Present
Diana Valdez	College of Engineering, Comp. Science & Technology Rep.	Present
Emily Sandoval	College of Natural & Social Sciences Rep.	Present
Kristy Lam	College of Natural & Social Sciences Rep.	Present
Sidney Lim	College of Education Rep.	Present
Phoebe Wong	College of Education Rep.	Present
Jasmine Parker	Diversity and Inclusion Officer	Present
Brooke Mero	Civic Engagement Officer	Unexcused Tardy @3:28
Ryan Yoo	Chief Justice	Present
Carol Roberts-Corb	University President's Designee	Present
Vacant	ASI Interim Executive Director	
Dena Florez	Office Manager of Administration & Services	Present
Guests of the Gallery		

c. Adoption of Agenda

Offered By:	Jocelyn Vargas	Seconded by:	Diana Valdez			
Motion to Approve Agenda for Thursday, November 19, 2020						
Consensus to Approve Agenda for Thursday, November 19, 2020- Consensus reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

Offered By:	Jocelyn Vargas	Seconded by:	Emily Sandoval			
Motion to include Newsletter under informational items						
Consensus to include Newsletter under informational items- Consensus reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

Offered By:	Jocelyn Vargas	Seconded by:	Lauren Diana			
Amendment to add to External committees Jaz Parker to the Student Basic needs task force						
Consensus to add to External committees Jaz Parker to the Student Basic needs task force- Consensus reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

- i. Dena Florez: Is this a position that she wasn't interviewed for the last BOD.
- ii. Diana Chavez: We are just going on Jocelyn recommendation since it is a committee.

d. Approval of Minutes (action):

Offered By:	Ledi Loot	Seconded by:	Kyla Misa			
Motion to table the Minutes for October 8, 2020						
Consensus to table minutes for October 8, 2020- Consensus Reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

Offered By:	Emily Sandoval	Seconded by:	Sidney Lim			
Motion to approve the Minutes for October 22, 2020						
Consensus to approve minutes for October 22, 2020- Consensus Reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

Offered By:	Ledi Loot	Seconded by:	Jocelyn Vargas			
Motion to approve the Minutes for November 5, 2020						
Consensus to approve minutes for November 5, 2020- Consensus Reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

II. Public Forum

- a. This time is allotted to members of the public to address the board regarding items not included on the meeting agenda. Speaker cards are available for those wanting to speak on agenda items as listed below. Those comments will be heard as the item is introduced.

III. Informational Items

- a. **Program Proposals for Spring 2021**
 - i. **Diana Chavez:** Deadline is tomorrow so thanking you for those who have done it already and if you are stuck let me know or your direct report. My minimum is two and it is not the same for everyone.
- b. **Raul Henderson Scholarship**
 - i. **Ledi Loot:** On spirit week we are giving out scholarships and this is to commemorate the Raul Henderson committee for \$500 to four students so inform your classmates.
- c. **ASI General Elections**
 - i. **Ledi Loot:** Please go ahead and apply if you want to continue to serve go ahead. If you have questions, contact me and the deadline is in February. It is for the exec positions, college reps, senators, and the president position.
- d. **Drive-Thru Flu Shot Clinic**
 - i. **Diana Chavez:** Tomorrow from 10-2 for 9 years or older there will be a drive thru flu shot clinic if you have questions let me know.
- e. **Zoom Housekeeping**

- i. **Diana Chavez:** I just wanted to remind you all that during meetings please keep cameras on and be engaged and make sure that you can be accountable, and it is common etiquette.
- f. **ASI Newsletter**
 - i. **Ledi Loot:** Yesterday we started sending out an ASI newsletter so students can subscribe to that and receive updates from us, and we will do it bi-weekly and we will include the events and announcements. For students to receive the newsletter they have to sign up and this is the new link If you have events go ahead and advertise this one and get students engaged.

IV. Action Items

- a. **Project Rebound Proposal- The Board will consider taking action on Project Rebound's Proposal.**
 - i. **Diana Chavez:** Project rebound proposal as presented by Diana Chavez again, so I think it is a really great idea.

Offered By:	Jocelyn Vargas			Seconded by:	Brooke Mero		
Motion to approve the Project rebound for \$6,000							
Consensus to approve the Project rebound for \$6,000 - Consensus Reached							
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed	

- b. **The President's Ad Hoc Advisory Committee on Honorary Degrees- The Board will nominate a board member to the committee.**
 - i. **Diana Chavez:** The assistant for the provost reached out to me regarding this committee. They review the nomination for the CSU honorary degree, so the charge of this committee reviews nominations received by the campus community for an honorary degree. The committee description as presented by Diana Chavez. So, I just need one student and they meet tomorrow at 4:15 for 45 minutes and the last meeting would be on Monday the 23rd. Is there anyone that can make it? Seeing as there is none, I hope someone changes their mind.
- c. **To add to External Committees Jaz Parker to the Student Basic needs task force.**
 - i. **Jocelyn Vargas:** I interviewed Jaz and I give Jaz my recommendation for the task force and we did talk about the issues our students are having and I think Jaz took into consideration the many intersectionality's in the community and for that reason I appreciate the outlook and I think she would do a good job.

Offered By:	Brooke Mero			Seconded by:	Lauren Diana		
Motion to add Jaz to the Students basics need task force							
Consensus to add Jaz to the Students basics need task force-Consensus Reached							
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed	

V. Discussion Items

- a. **Student Elections Timeline- The Board will discuss the timeline for student elections**
 - i. **Ledi Loot:** Timeline as presented by Ledi Loot.
 - ii. **Diana Chavez:** I just want to mention that is you want to come back to ASI to be a college rep or anything you still have to apply so make sure you apply before the deadline because sometimes things happen, so it is important to get those in early and sign up. If you have questions, ask me.
- b. **State of our Campus webinar debrief- The Board will discuss any feedback or comments on the state of our campus webinar.**
 - i. **Diana Chavez:** I want to say that it was a success, and it was the one with the most turnout. So, thank you all that helped.
 - ii. **Jocelyn Vargas:** We want to hear back from the BOD and what you think went well and what we can improve on.
 - iii. **Ledi Loot:** I think that we should have emailed the faculty because we were able to get a lot of attendees when faculty actually gave extra credit so maybe next time, we can tell faculty.
 - iv. **Analiz Marmolejo:** I think for the future it should be more open to having a public forum and when the answer panel came up that is where Covino left and that is concerning so maybe they can have open town halls with our students.
 - v. **Brajohn Hicks:** I thought the whole thing was effective, but it did seem that Covino his away and there has been history of him doing that and in the time, we are in for you to do that it is not good for you to do that.
 - vi. **Lauren Diana:** I think this is a great start to having more and I liked the wide array of panelist.

- vii. **Ryan Yoo:** I would have liked to see an agenda, so we know what questions are going to be asked in advanced, so we have some record of how the questions were responded to and I have a short-term memory and I was forgetting things.
- viii. **Diana Chavez:** Number one the questions was why it wasn't an open forum one being that ASI has been unfortunately experienced zoom bombing and it's not something I would want to happen again because there was so many unfortunate comments especially at an event that big. I did hear those comments that it was restricted and pre-scripted and it wasn't we only had the questions, so we won't be losing time.
- ix. **Carol Roberts Corb:** As someone who was answering questions it was helpful to have the questions in advanced because then I was able to answer the questions more completely and correctly.
- x. **Gus Salazar:** The process took about 20 people and the reason we did a webinar is because if there is a student that at the same time let's say ATI compliancy, they need to read it through some type of transcript, and we need to provide those resources for them as well which we would not be able to do the if it was regular. When Covino left it was overtime already maybe we can make it longer or see how we can shorten the questions and Covino is not the only one that runs the campus so now we know what we can fix because we know what it takes to do this.
- xi. **Jocelyn Vargas:** I don't know if you noticed for the Q & A's I looked at the follow up questions and other lengthy questions, so I also mixed it up.
- xii. **Diana Chavez:** I do like Ryan's idea of the agenda of questions for those who came late, and I do want to say that we did record the event we are just waiting on ITS to add captions to it and once we get it back, we will promote it.
- xiii. **Jocelyn Vargas:** For those who attended I think some student has issues finding the Q & A tool was its easy find or difficult?
- xiv. **Brajohn Hicks:** It was easy.
- xv. **Ana Marmolejo:** It was easy.
- xvi. **Diana Chavez:** I want to ask if you would like to see people asking questions verbally in the next or near future?
- xvii. **Brooke Mero:** I think that would make it more open.
- xviii. **Diana Chavez:** Is that all?
- c. **Outreach Ideas- The board will discuss ideas on how to engage with the student body during remote learning.**
 - i. **Diana Chavez:** We are having trouble with students reaching out to us so has anyone thought of any ideas?
 - ii. **Dena Florez:** I know everyone has their office hours, but the students won't come to you unless they have an issue or to complain so you won't be getting a legit concern so how about we turn the table of they are not coming to us then we go to them and see what classes are going on in that time or reach out to the professors to speak in classes especially as we are nearing elections.
 - iii. **Diana Chavez:** I do encourage everyone to do presentations in the beginning of the semester in classes so students can know who you are. I see Jocelyn's common, is discord actually really worth it? I have no knowledge of that so maybe actually having meetings on discord.
 - iv. **Jocelyn Vargas:** I don't think it has to be office hours it can also be other events but I think before someone mentioned that zoom is tied to school now so we can switch platform for other events, so it won't associate with negative feelings.
 - v. **Ledi Loot:** It is very prone to people using curse words and it also is sometimes used for cheating, but a lot of students use discord for gaming buy office hours not sure but google hangouts maybe.
 - vi. **Dena Florez:** You mentioned a newsletter you are developing so maybe let's put your work there and get it out.
 - vii. **Ledi Loot:** I also found that connecting with faculty really helps or even professors and if you need a directory, I have been willing to share it with you
 - viii. **Jocelyn Vargas:** Is there are way to collaborate with CSI on getting emails and dates and times for club and org meetings and ask if we can stop by.
 - ix. **Ledi Loot:** We tried that approach, and we couldn't do it but what we can do is go to Instagram and they post all the active student organizations and their meeting ID's.
 - x. **Diana Chavez:** So maybe college reps can reach out to college specific clubs and have a short presentation of what they do, and we can also have Tyler or Kayla give you information on club funding. Second, I think to get more people on our newsletter is to just have my face on the first page I think that would work.
 - xi. **Ledi Loot:** If you look at our Instagram you will see the organizations we follow, and they post all their events on their page and you can join like I have and advertise, and it is very accessible.
 - xii. **Diana Chavez:** This reminds me Ledi that the biweekly asks what events you have attended and that is part of your responsibilities so you can promote ASI there when you attend those events especially as we only have one more biweekly left. Any questions?

- xiii. **Ledi Loot:** If we implement that how do we ensure that the reps are doing it?
- xiv. **Diana Chavez:** That is something we can talk about an executive team. I am sure we can find a way we can have them accountable. Try your best to attend an event that you are not apart of. Anything else?
- xv. **Ledi Loot:** Last thing, when you attend the events you are not doing this for ASI, but you are doing this for yourself because the more you know the more help you are going to get somewhere else to establish relationships.
- xvi. **Diana Chavez:** Just make sure that you know whether you are there as a student or as an ASI member so don't get that mixed up.

VI. Reports

a. ASI President: Diana Chavez

- i. Diana: I did the state of our campus last Thursday and it was successful I also want to mention that Covino is willing to do Pizza with the president once again. Which started 2 years ago. The ASI president gets a one-on-one meeting every month but other members wanted to meet with him as well to ask questions so that why it was pizza with the president or cookies and other foods while discussing issues. So, he does want to do that so think of a name and we will discuss this further. Winter retreat and I will be having the dates soon and it will be the week before spring semester begins and I don't know how long it will be yet.

b. ASI Vice President for Administration: Ma Ledi Ham Loot

- i. Ledi: We have been finalizing with spirit weeks events and we have been meeting with campus partners on how to help students engage and for the Personnel committee I met with the ED search committee and we improved the initial screening questions by HR, and we are going to talk about our next steps. We also approved the temporary position for staff support because it is hard to hire and train someone right now virtually. We are also discussing salary raise. I met with potential partners for spring semester which is a professor in the English department to partner with and she said she'll have other professors to get on board with the team. I also talked with a professor in sociology and they will be giving us feedback to improve our events. I also did a game night with my commissioners. I was also one of the panelists for the international education week and talked about the experience of the international student and I came as an ASI representative.

c. ASI Vice President for Finance: Kayla Misa

- i. Kayla: NOT HERE
- ii. Diana Chavez: She is not here but I want to say that she is willing to give more money for funding and I know the problem from ECST that has been requesting a lot of funding so maybe ESCT reps could let them know so maybe the others should mention it as well. I think also that we are funding registration for once in a lifetime. Any other questions go ahead ask Kayla.

d. ASI Vice President for Academic Governance: Jocelyn Vargas

- i. Jocelyn: I have updates regarding the CAPS resolution, and we are hoping by the next senate meeting it will be voted on and I want to invite ASI board members if you would like to speak on the resolution please let me know or Diana to see if we can get you some time allotted. We are doing a tutoring survey for the academic success so if you know any students just help us distribute that survey. Diana and I have also been working on a transparency resolution and we will be doing two that hopefully we will present as a discussion item. We are also working on the syllabus policy in referencing to the golden eagle handbook and yesterday I got to attend a wellness week meeting and they wanted to know if in the spring any ASI rep in the week of March 12-18 have in programs in regards to wellness because they want to add it to their wellness week calendar and they wanted to hear back from ASI in regards to their budget they have because this year they have enough money to bring a keynote speaker so they wanted to ask ASI if we have any suggestions for

speakers and they also want to let us know that they have a large budget for a grand prize and they want to hear from us on what it should be. The last thing I have been doing is submitting my program proposals that are an undergrad and grad townhall and a scavenger hunt event as well.

- e. ASI Vice President for External Affairs and Advancement: Analiz Marmolejo
 - i. Analiz: Per AB 963 which required CS universities to have an action plan for civic engagement and we just wrapped that up and officially gave a report to Alex Padilla. I have been working with CSSA leg affairs committee on how we are going to continue our engagement for next semester for I am still looking for three lobby corps officer that includes our campus state advocacy so until then I will be covering that but if you have any friends that want to learn how to lobby please let me know. I am working on free the period campaign which gives access for tampons and pads not just in the health center and then I had a meeting with CAL PIRG and we collaborated with them in the rock the vote event and they helped us with educational programs and resources to help students get out to vote I'll put their link in the chat, they are looking for students that are getting ready to graduate and are interested in fellowships and collaborate with different universities so bring these issues and learn how to advocate. I think Undergrad can me interns.
- f. ASI Secretary/ Treasurer: Anna Nguyen
 - i. Anna: I want to let everyone know about SPC this last meeting we worked on generating a list of interview questions because someone of you were elected and appointed and we just wanted to make sure we had questions that would ensure the best candidates and that it would be thorough to make sure they are ready for their position. Also make sure to turn in your biweekly as well.
- g. ASI Board or Directors
 - i. Reps at Large
 - 1. Civic Engagement
 - 1.) Brooke Mero: The event I was working has been postponed until spring with no specific date yet. I also started a fellowship with AmeriCorps and that has given me some nonprofits in the south LA region, and I am reaching out to them.
 - 2. Diversity & Inclusion
 - 1.) Jasmine Parker: I want to say thank you to the ones that came to the art and activism event. The cultural center reached out to me to talk about doing a second event as well as another organization so I will be working on that.
 - ii. College Reps
 - 1. College of A & L
 - 1.) Brajohn Hicks: Our event is tomorrow, and we would love to see everyone there.
 - 2.) Diana Chavez: What time is your event?
 - 3.) Brajohn Hicks: It is at five and we have an event before that as well.
 - 4.) Lauren Diana: Dr. Weiss reach out to be on a panel for arts and letters on the open house and we are the panelist there.
 - 2. College of HHS
 - 1.) Jazmin Ennis: We are still distributing our HHS survey and I will meet with Rochelle tomorrow to finish our last event proposal.
 - 3. College of NSS
 - 1.) Kristy Lam: NSS just did their Alumni night and it was successful, and they were inspirational and that is all.

- 2.) Emily Sandoval: We sent in our program proposal and we will be looking forward to that.
- 4. College of ECST
 - 1.) Kyle Misa: NONE
- 5. College of B & E
 - 1.) Johannakate Connally: We are having our event tomorrow with seven professors and we are hoping for a good turnout so please join us.
- 6. Charter College of Education
 - 1.) Phoebe Wong:
 - 2.) Sidney Lim: We have a meeting in a week or so we are meeting with our college to talk about the events they want us to host we are currently trying to work something else for CPR since our students need CPR certifications so we have been reaching out and see who can help us out.
 - 3.) Dena Florez: Sidney let's talk because ASI has really good CPR training and I have contacts so let see how they have adapted.
- h. Office Manager: Dena Florez
 - i. Dena: Tomorrow I am going to be volunteering at the flu shot and food drive and wants to ask when it involves ASI's internal operation if you can CC Gus and myself. One of the things we want to make sure when we reach out externally people don't have the ideas that people are not communicating within so that would be good. Moving forward with Amanda Maldonado's transition to part time.
- i. Graphics & Marketing Coordinator: Gus Salazar
 - i. Gus: None
- j. University Designee: Carol Roberts-Corb
 - i. Carol: None.
 - ii. Jocelyn Vargas: How many bags were claimed this week for the food?
 - iii. Carol: We have not reached the 200 I can look and email you all.

VII. Adjournment:

Offered By:	Brajohn Hicks	Seconded by:	Ledi Loot			
Motion to adjourn the meeting at 5:00 PM.						
Consensus to adjourn the meeting - Consensus reached.						
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 November 19, 2020, on Zoom and were approved by consensus by the A.S.I. Board of Director Committee on Thursday, November 00, 2020.

Prepared by:

Dena Florez- Recording Secretary

DRAFT