



Executive Committee Meeting

Minutes

Day/Date: Tuesday, February 2, 2021
 Time: 4:30- 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 @ 4:32

b. Roll Call

Diana Chavez	President	Present
Ma Ledi Ham Loot	Vice President for Administration	Present
Jocelyn Vargas	Vice President for Academic Governance	Present
Vacant	Vice President for Finance	Excused Absence
Analiz Marmolejo	Vice President for External Affairs and Advancement	Excused Tardy @4:33
Brajohn Hicks	College of Arts and Letters Representative	Present
Anna Nguyen	Secretary Treasure-Rep-At-Large	Present
Ryan Yoo	Chief Justice	Present
Carol Roberts-Corb	University President's Designee	Present
Dena Florez	Office Manager of Administration & Services	Present
Vacant	Diversity and Inclusion Officer	Present

c. Adoption of Agenda:

Offered By:	Ledi Loot	Seconded by:	Brajohn Hicks
Motion to Approve Agenda for Tuesday, February 2, 2021 Consensus to Approve Agenda for Tuesday, February 2, 2021- Consensus Reached			
All in Favor	All	Opposed	0
		Abstained	0
Motion: Passed			

d. Approval of Minutes (action):

Offered By:	Brajohn Hicks	Seconded by:	Ledi Loot
Motion to approve minutes of Tuesday, December 1, 2020 until the end of the meeting Consensus to approve minutes of Tuesday, December 1, 2020 until the meeting- Consensus Reached			
All in Favor	All	Opposed	0
		Abstained	
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. Action Items

- a. **ASI Vice President for Finance Appointment- The Board will consider appointing a candidate to fill the vacancy.**

- i. **Diana Chavez:** To be transparent we had two candidates, but the other candidate did not reply to my email after I gave them a deadline and I let the candidate know that I was going to proceed to the appointment. Josue you have 2 minutes to present to the board.
- ii. **Josue Montenegro:** Hello, I am a business administration major with a focus in finance and I have currently completed all my financial courses here at CSULA and I am working on my computer information system minor. During my time here I have been involved in campus. I was previously in Hermanos Unidos and currently in part of Phi Sigma Cappa where I was the vice president and the chairman of the fundraising committee, and I am currently part of the ASI's Finance committee and the reason I am applying to this position is because finance is my passion and right now, I currently working in an e-commerce business as an inventory manager where I use all historical data to forecast sales and income. I love to crunch numbers and paint the bigger picture in order to make the best decisions in our business. Overall, I have saved the company thousand and being part of the finance committee here in CSULA I got to get a great feel for what the students need and what they require and during these times we need to adjust and provide support with resources that we have. I am comfortable with planning and organizing budgets and communicating with anyone that includes students, chair members, and executives. I am also great at dissecting any situation to solve any issue. I work great in teams and individually and I never stray away from complex projects. I have structured my schedule already and I will be able to be in every meeting this term, and I know I have the leadership required to hold each bi-weekly finance meeting and transparency to get all my information to the people here in ASI. I believe that this is a very important position and I know I can excel as you VPF.
- iii. **Ledi Loot:** If you become the VPF and currently ASI with this current administration has done so many things and we are bringing the organization to higher levels, how are you going to handle stakeholders that are going to be questioning how we handle our finance or how do you handle stress or people?
- iv. **Josue Montenegro:** The way I handle it is that I will try to find out as much about the person as possible so I don't know the stake holders yet but when I get the position that would be the first thing in the position. So, the way I would tackle it is that I would learn as much as possible so when I get in that situation when communicating with them, I would know what I am talking about.
- v. **Dena Florez:** As Ledi said our budget is a \$1.5 million budget and it is allocated based on the need of students so it belongs to the students, so we have to be supportive but at the same time we have to make sure the organization is being taken care of is this something you feel you can handle? I really appreciate the fact that you work with your exec team because they need on be on board.
- vi. **Josue Montenegro:** 100% I am sure I can handle it since I have done it already and I do it every day, so I just need to learn everything.
- vii. **Ledi Loot:** You will be joining an all-girls team, how are you going to handle that?
- viii. **Josue Montenegro:** I don't have an issue with that I can communicate with anybody and I didn't even notice that.
- ix. **Diana Chavez:** I had a very candid interview with Josue and as someone who is bad at math it is important that we get a student that is knowledgeable and can take the responsibility and be able to multi-task and respond to my email and messages and it is overwhelming. I was telling him about my expectation and goals and let him about my management and he gave a lot of great ideas, so I am excited to see what he is going to do. The thing that impressed me was that he was already familiar with Roberts rules and has a lot of experience because even though you are VPF It is important that you are comfortable to talk to your constituents and let them know what they are looking for when it comes to us funding them back and us utilizing our money, so he has the spark and he is experience, so I give him my recommendation.
- x. **Ledi Loot:** I think this is someone who is not going to fold in this position, so I support him.
- xi. **Carol Roberts-Corb:** Is he an active member in the committee?
- xii. **Diana Chavez:** Yes, he is so he is up to date what we are working on and what Kayla left off with.
- xiii. **Brajohn Hicks:** Just to have both sides of this what would you say was his weakness?
- xiv. **Diana Chavez:** Observing him as a member he didn't miss meetings so I would know what to say. The only conflict might be a conflict is that he is the vice chair of his frat so it might a lot for him, but he said that he settled that already. I did try to be as transparent as I can be, and he asked questions at the end of the interview and you can really tell he is interested.
- xv. **Jocelyn Vargas:** I think that he a good candidate and if he was active in the committee, I can find comfort in knowing that he already knows some on the inside of ASI already.
- xvi. **Diana Chavez:** In the interview as well, he was actually explaining the budget to me instead of the other way around and he did well. He also has good interpersonal skills and shows his efforts.
- xvii. **Dena Florez:** Brajohm you bring a good point about the position being overwhelming and the situation happening again but this position VPF so getting a student that is knowledgeable is great, as staff our job is to

support our student leaders and mentor them to move on, so I think this will be very good and we will be working with him immediately. Does he know about all the meetings?

- xviii. **Diana Chavez:** Yes, and he said he was available.
- xix. **Ryan Yoo:** I think that it is important that we urge us to make sure that he can make the meetings.
- xx. **Diana Chavez:** I made sure that he could, and he knows about the consequences.

Offered By:		Seconded by:			
Motion to appoint Josue Montenegro as Vice President for Finance Consensus to appoint Josue Montenegro as Vice President for Finance- Consensus Reached					
All in Favor	All	Opposed	0	Abstained	Motion: Passed

b. ASI President Application Requirement- The Board will consider taking action to make a semester of ASI experience as a requirement to apply and/or be appointed for the ASI President position.

- i. **Diana Chavez:** We have been going back and forth about if there should be a special requirement about the appointment or election of a president or the executive officers. So, I will show to you the revision. The Revision as presented by Diana Chavez.
- ii. **Jocelyn Vargas:** I have a minor edit, maybe we can use the word or instead of and because it sounds like they have to serve in each position and then are we technically supposed to put a sentence saying that it does not include a committee member or is it fine without it? Just to make it clear.
- iii. **Ryan Yoo:** I don't think it is necessary and there are not loopholes. Another grammatical change maybe you can put Board member instead of board member.
- iv. **Dena Florez:** I think the legit name is Board of Director.
- v. **Analiz Marmolejo:** Board of director still identify civic engagement officer and diversion inclusions officer?
- vi. **Diana Chavez:** Anyone who sits on BOD.
- vii. **Jocelyn Vargas:** I know in the past we talked about serving an academic semester, did we cancel that?
- viii. **Diana Chavez:** The way Monterey Bay has it is "one full semester" which I think is self-explanatory, I don't know if you want to be specific though. Would it be too much if we have no application for the president?
- ix. **Dena Florez:** No because Arie has already have sessions. By putting that on there you will be asking your current board and senators that they should apply, and the pool gets smaller.
- x. **Diana Chavez:** Let say we have the 26 plus the 6 commissioners plus the Justice's.
- xi. **Dena Florez:** Yeah, but you won't be able to implement it until the spring 2021 elections.
- xii. **Diana Chavez:** Do you think it should become a policy?
- xiii. **Ledi Loot:** It should be because it is justified why we would want someone that already know how ASI works and understand the workload.
- xiv. **Analiz Marmolejo:** I think as far as we have seen in the exec team they don't always stay.
- xv. **Diana Chavez:** Being president is nothing how I imagined it and I have been under an administration where the president took a year to adjust and it didn't feel right, and it wasn't a good feeling to have the president not entirely follow through with their responsibilities and duties and it causes set back. And if a pandemic happens again and a new president takes over it will take a big toll on someone who knows nothing. It is important that we have someone who at least knows a little bit it will help a lot, so I don't want anyone to resign because it takes a toll on them. So, this is my reasoning.
- xvi. **Brajohn Hicks:** Why did you decide one semester?
- xvii. **Diana Chavez:** A whole year is a little bit too much.
- xviii. **Brajohn Hicks:** I just don't see a good reasoning for one semester.
- xix. **Analiz Marmolejo:** It puts constraints on the candidate.
- xx. **Diana Chavez:** Yes, and the pool becomes smaller.
- xxi. **Brajohn Hicks:** I don't see why it's a problem it gives people more experience and let's just say it how it is not everyone can do the presidential position and it is the truth. Another reason why I am advocating for this is because Dena did say that the spring semester is more tough than the fall.
- xxii. **Jocelyn Vargas:** From personal experience when T was here, she was phenomenal at her job and let's say she did want to run for that if we had one year, she wouldn't have the chance to do that. That is why I am okay with the one semester.
- xxiii. **Ledi Loot:** To add to that I cannot run as VPA if there was a one-year remaster but with one semester I can. So, if we make it to one year we are losing out on potential candidates.
- xxiv. **Dena Florez:** How about this, the one semester I think it's good if they're planning on running for president because this would-be part of your planning process to see what they are getting into and more than likely they

will come in the fall and one of the biggest they that they will learn is that they will probably part of the residency regardless of what remaster they are and they have a feel for the meetings and the amount of time that is needed here. For example, Brajohn if you chose to run for president this coming election you already have the feel of what Diana does because she is transparent in her reports. So, the purpose of getting this is for continuity of the organization and they are getting that with just one semester.

- xxv. **Josue Montenegro:** The one semester gives you a bigger pool and have options to see who the best candidate for the position is.
- xxvi. **Brajohn Hicks:** The one year for me is not a problem but I am a firm believer that you need to crawl before you walk and walk before you run and what I think you need to understand what you are going to get yourself into.
- xxvii. **Diana Chavez:** By the time this is effective we will have an ED and hiring for more staff so it won't be that much like I am going through than the presidents that will be here after me, but I understand you because it is a lot.

Offered By:	Brajohn Hicks	Seconded by:	Jocelyn Vargas		
Motion to include the Special requirement of serving at least one semester as ASI Board Member before applying for the position of president. Consensus to include the Special requirement of serving at least one semester as ASI Board Member before applying for the position of president- Consensus Reached					
All in Favor	All	Opposed	0	Abstained	Motion: Passed

IV. Discussion Items

- a. **BOD Restructure-** The Board will discuss ideas on restructuring BOD
- b. **Executive Transition Folders-** The Board will discuss ideas to include on the transition folders.

Offered By:	Brajohn Hicks	Seconded by:	Ledi Loot		
Motion to table both Discussion items for the next Executive meeting. Consensus to table both Discussion items for the next Executive meeting- Consensus Reached					
All in Favor	All	Opposed	0	Abstained	Motion: Passed

Reports

A. ASI President: Diana Chavez

➤ Diana: I met with Covino and Nancy Wada-McKee and we talked about the HEERF funding and some of the money was allocated to students, we still haven't received it, but it will go through your financial AID package and should start going out February 12th. Please remember that there are emergency grants as well. We also talked about graduation and they are thinking of doing something, but they are not sure and as of now there are not going to be on campus ceremonies, but some campuses have started doing creative things and Fullerton announced that re going to do a virtual ceremony or have it later on campus but as of now we are still not having a campus ceremony now. We also discussed how Fall 2021 will look like because we do plan on coming back and there will be courses online for those who are still not comfortable in attending and we are thinking of way we can control social distancing to keep everyone safe and I mentioned having vending machines with Covid Testing and thinking of making Cal State LA a vaccination site. In personnel I am working in restricting the hierarchy of professional staff in ASI meaning we have an ED and the administrative assistant to the ED; we have a senior outreach coordinator and although it may look like we don't have all of that because they are all vacant and virtual, but we do have those position and in Personnel we discussed a new position called the Associated Executive Director in hopes to remove the Senior coordinator program. I am currently looking towards Gus if I can do my office hours on Instagram and we will see how that looks. Also, I have resolution I will be presenting on this BOD that I have been working on with the Pan-African Studies on reforming campus police. We also just appointed a new VPF and thank you for that.

- B. ASI Vice President for Administration: Ma Ledi Ham Loot
 - Ledi: We have chosen our top five for the Executive director search and we are about to set the date for our phone interview, and it will be on zoom. I was appointed by our President for the Cal State LA foundation and it is an amazing opportunity because everyone there are CEO's and other people, and it was said that the food pantry was successful, and I would have to disagree because we were not able to max it out because of logistics and people not having access on campus and I said there was a possibility that some funding from HEERF can be allocated to some sort of way to deliver those food packs to students. In the foundation we are hoping, if the student government
- C. ASI Vice President for Finance:
- D. ASI Vice President for Academic Governance: Jocelyn Vargas
 - Jocelyn: They have two new CAPS counselors and there is going to be one more and they are planning to do an interview with MSW students so Diana will talk more about that.
- E. ASI Vice President for External Affairs and Advancement: Analiz Marmolejo
 - Analiz: I had an interview today for diversity and inclusion officer and the candidate was great and I have another student I have been talking to and I have a meeting on Friday with the Flo company which provides organic tampons and pads for students to see what the process of getting that on our campus looks like, however free the period campaign have said that there is legislation already in the works that would require to have these products accessible and was hoping to talk about it but we will have to table that.
- F. ASI Secretary/ Treasurer: Anna Nguyen
 - Anna:
- G. Office Manager:
 - Dena Florez:
- H. University Designee: Carol Roberts-Corb
 - Carol:

II. Adjournment:

Offered By:	Brajohn Hicks		Seconded by:	Ledi Loot		
Motion to adjourn the meeting at 5:45 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 February 2, 2021, on Zoom and were approved by consensus by the A.S.I. Executive Committee on Thursday, February 16, 2021.

Prepared by:

Dena Florez- Recording Secretary

DRAFT