



# Executive Committee Meeting

## Minutes

Day/Date: Tuesday, April 20, 2021  
 Time: 4:30- 5:45 pm  
 Location: Zoom  
 Attendees: Executive committee, General Public  
 Type of Meeting: General Public

### I. Organizational Items:

**Call to order by: Chair Diana Chavez 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
Josue Montenegro	Vice President for Finance	Present
Analiz Marmolejo	Vice President for External Affairs and Advancement	Present
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

#### c. Adoption of Agenda:

<b>Offered By:</b>	<b>Brajohn Hicks</b>	<b>Seconded by:</b>	<b>Analiz Marmolejo</b>
Motion to Approve Agenda for Tuesday, April 20, 2021 Consensus to Approve Agenda for Tuesday, April 20, 2021- Consensus Reached			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>0</b>
		<b>Abstained</b>	<b>0</b>
<b>Motion: Passed</b>			

#### d. Approval of Minutes (action):

<b>Offered By:</b>	<b>Brajohn Hicks</b>	<b>Seconded by:</b>	<b>Ledi Loot</b>
Motion to table Minutes of March 16, 2021 Consensus to table Minutes of March 16, 2021- Consensus Reached			
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>0</b>
		<b>Abstained</b>	
<b>Motion: Passed</b>			

### 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. Discussion Items

a. **A letter to the ED- The committee will discuss writing a letter to the new executive director.**

i. Diana Chavez: I just thought it would be nice if we wrote him a letter and it does not have to be long. It will consist of your feedback and your experience.

- ii. Analiz Marmolejo: I would it be better to request a meeting because I think it is one thing to write the letter than to be in person.
- iii. Diana Chavez: I can see if that could happen depending on everyones schedule.
- iv. Dena Florez: There will be another meeting May 4<sup>th</sup> and having those letter before hand would be a lot of help in order to plan his own questions.
- v. Diana Chavez: I think Analiz wants something else.
- vi. Analiz Marmolejo: No, if the letter are an introduction then that is fine but I was thinking it will be better to meet with him to ask questions.
- vii. Ryan Yoo: Do you want me to write one as well?
- viii. Diana Chavez: Yes.
- ix. Anna Nguyen: Is there a general format and length?
- x. Diana Chavez: No.
- xi. Jocelyn Vargas: We have been without an ED since October 2018 and when did you come in Diana?
- xii. Diana Chavez: June 2018.
- xiii. Dena Florez: Diana, Analiz, Jocelyn, you were here when ASI had an ED and Ledi you had the experience of Marcus, but Josue didn't. What do you feel were the short comings and where are the areas that the ED should go over so the next admin can have a better experience?
- xiv. Diana Chavez: Yes, and please don't pressure him to be like Marcus.

**b. Exec Workflow Reflection- The committee will discuss the workflow of executives through the year.**

- i. Diana Chavez: I noticed in some of the past meeting in the executive meetings and there was proposal about better utilizing the time of the executives that look like an organizational proposal. *The past proposal as presented by Diana Chavez.*
- ii. Analiz Marmolejo: I sit on three external committees for CSSA so would that be affecting my position?
- iii. Diana Chavez: This is not my proposal but based on this yes.
- iv. Dena Florez: Can you bring to VP for finance, I hate to be that person but based on the situation in the Personnel committee if ASI wanted to change something there VPF must be there because they know the budget. The removal of some of these things I am not sure that is required of all execs, but the strategic planning is how the organization moves forward. But removing VPF from personnel is not a good thing. Can you take me to VP for admin now? You can't take them out of strategic planning or finance.
- v. Diana Chavez: Yeah, that is what I was looking at and what I remembered when I started execs were still on internal committees and only Analiz's position would not attend shared gov and finance. I think this needs to be more flourished and revised but I think for organizational reasons, Ryan do you know do the bylaws and Board of Directors code of procedure reflect this proposal?
- vi. Ryan Yoo: Let me check, but I do not think so.
- vii. Diana Chavez: I think that every exec should be internal committees and the reason that I wanted you to reflect on your positions and responsibilities what will you say will help to straighten your roll or make you more aware of the issues that are going on or should we just keep the requirement as is but based on this io think one external committee will suffice but based on this how will attending external committees be for your roll and VPAG how would it be to have exec in your committee.
- viii. Jocelyn Vargas: I think it would be helpful have VPX but I am also understanding that the VPX also sits on additional CSSA committees. The external however, one of the conversations when this came up was, we also don't take one on ones into consideration and other meetings you have with administrative. With some external committees are we going to keep it consistent where we are going to have committees where execs meet consistently or is it okay for execs to be in those external committees that meet once a semester, are we going to hold to a standard?
- ix. Diana Chavez: I don't see the president enforcing the need to attend a committee that attends on a biweekly basis, but I was just wondering how that would like on an execs schedule.
- x. Jocelyn Vargas: I think it is a good idea that VPAG sits on external committees and it will be helpful to have the VPX to be in shared gov.

- xi. Diana Chavez: Before my term the execs were sitting on external committee and I know they were keeping this up to a standard and I'm just wondering if this would be helpful.
- xii. Dena Florez: We are the voice of the students, therefore no Analiz does not sit on funding or finance however the diversity and inclusion does that is under Analiz. There are several external committees that require the voice of the students so as the execs if you had to sit on one external committee what committee will benefit that you sit on there. College reps, hold them accountable that they need to be sitting and two external committees and on your one on one go over what is happening in those meetings. As the execs you don't have to be on all of them. If I am out on vacation look to Amanda, she will help you. There are certain external committees that that I feels execs should be in so you can get the information to bring it back to ASI.
- xiii. Diana Chavez: What I want to discuss is the proposal, where it is trying to pull execs form committees, they don't need to be a part of and put them somewhere else where they would be more beneficial in sitting on, so we didn't do the standard of having execs attend external committees do you think we should do that and bring that back. For example, Anna how would it be in your area to sit on these new committees?
- xiv. Anna Nguyen: I have been thinking about it and I wanted to sit on UAAB the university academic appeals board. I don't know about having it required but having it encouraged.
- xv. Ledi Loot: In my position I don't have to sit on them, but it keeps me updated on what is going on. For example, I am the student trustee in a committee, and it is helpful. I think scheduling gets stressful, but I don't think making it an option or requiring it if your schedule allows it will be very effective.
- xvi. Dena Florez: I don't know if it fair but if I were to have two that shouldn't be required to sit on external committees it would be the VPAG because they must fill those positions and they work on the senate and also VPX because that is CSSA and that is big and you have to have that time allotment to be able to able to attend all those thing if they wanted to, but to hold as requirements only because of the load but that is my way of thinking.
- xvii. Jocelyn Vargas: I think it would benefit but I would have to agree with Dena and if we were in person I would encourage because a lot of conversations are happening that might question at BOD meetings and execs and they are already discussing these matters and I think it is essential to have some execs in some committees. Especially for student fee policy and the VPF being there.
- xviii. Ledi Loot: I remember that in the presentation by Frangelo there is a committee in student life and there is no member from ASI and I there should be an ASI rep there and I know it is composed a lot groups.
- xix. Analiz Marmolejo: That is me and we had it last semester and we met monthly but this semester I had a diversity inclusion officer reaching out for specific meetings.
- xx. Ledi Loot: It is new committee and I think it is about social justice.
- xxi. Jocelyn Vargas: I think I know what you are talking about and when I tried putting a student there Rosa said that it wasn't existing this semester and another that was not meeting as well.
- xxii. Carol Roberts-Corb: I there is a student engagement committee that hasn't been meeting. There is also an assessment committee where the ED is usually on.
- xxiii. Jocelyn Vargas: Is it the student education academic equity advisory committee?
- xxiv. Ledi Loot: I think so.
- xxv. Jocelyn Vargas: They are not meeting.
- xxvi. Diana Chavez: *Diana goes over the point of the proposal once again.* Based on your feedback I am going to write a mini proposal for next executive to flourish it and I think it is best it is best if we keep it the way we did it this year and keep external as optional but I think it should be written that we should be attending strategic and bylaws and personnel but the share governance one I think I'll talk to Jocelyn about it. The third proposal is about agenda items on the Board of Directors and it is something that didn't happen on my term. I also don't think Jackie did this because she would text us via group me and that has worked for but I think for organizational purposes I'll start including it on the agenda because that is our purpose. Is there any comments?
- xxvii. Jocelyn Vargas: Lets say that we still having that comes up after we have already talked about it here is okay to still talk to you about?

- xxviii. Diana Chavez: Yes.
- xxix. Dena Florez: Carol I have a question, we have our strategic plan but I know the university has it too and I know they meet to go over that but is there a student seat on there? Because given that we have students that want to know what is going on like when impaction hits, or refurbishment of king on. I think that would be good to have somewhere there for when students ask us questions. What I am trying to say is that there are university external committees that you execs should be sitting on because that is going to be able to support your position and give you information you can give to your constituency.
- xxx. Jocelyn Vargas: There was a student that was interested in the strategic plan committees and I messaged Jose Gomez about it early in the semester and they are putting that committee on plan because of the vaccination center and covid things. It is weird because some committees no longer have student seats, like Amber was super interested in IRB and has gone and another student but there was no seats for students and I will make sure to put that on my transition folder.
- xxxi. Carol Roberts Corb: Does anyone know if any student sits on the graduation for 2025 advisory group?
- xxxii. Jocelyn Vargas: I don't think so.
- xxxiii. Diana Chavez: I used to sit on it and I think I recruited someone to sit on it but I don't know if they followed through with it because the VPAG before Jocelyn left nothing behind.
- xxxiv. Jocelyn Vargas: The last email about that was from you when you were a senator.
- xxxv. Carol Roberts Corb: That is an active committee that talks about graduation rates and retention and gaps and all that.
- xxxvi. Diana Chavez: I think I will do that before we transition out just more flourished.
- xxxvii. Ledi Loot: On virtual you can multi-task but it is still different but we did great.
- xxxviii. Dena Florez: It was missed when we had the food and everyone would be there but now we get to participate more and attend more meetings.
- xxxix. Jocelyn Vargas: I do miss being able to talk to students and destress and staying late, but I will say I would not be able to do this position if it weren't virtual because I am doing an internship and I was being more flexible.
- xl. Diana Chavez: I think it is important that we incorporate the pros and cons into your transition folder because next year we will be hybrid.

**c. Board of Directors Agenda- The Board will discuss potential BOD agenda items.**

- i. Diana Chavez: Is there any items we can think of?
- ii. Ledi Loot: Personnel that will be on the next next BOD.
- iii. Jocelyn Vargas: I am hoping that they will take action on the land acknowledgement and the policy that Cristian and Jeovana worked on about graded one-third of the way and no assignment can be worth more than 30% and there is going to be an update on that and if it can go through Bylaws Policy 15 with the small change.
- iv. Josue Montenegro: Approve the 9&3 and the 2021-2022 budget and the student emergency grants.
- v. Diana Chavez: If there is anything else email me.

**Reports**

**A. ASI President: Diana Chavez**

➤ Diana: I met with the virtual instruction advisement and planning committee on Friday and we had stakeholders to discuss the reopening. The campus is not requiring students to get vaccinated but we will be following any California Covid protocols and we will be using any kind of rooms to be able to have classes that will allow us to be safely distanced and the library will be opening incrementally in three phases starting in June. Study groups and stuff might be late fall the library will be more normal. I got a commencement update and I was the email for RSVP will be sent out the latest tomorrow so check your emails to help them determine how many guest will be able to get.

**B. ASI Vice President for Administration: Ma Ledi Ham Loot**

➤ Ledi: Busy with elections and our graphics team is understaffed and update it was suggested to move eagle-chella to Mat 1<sup>st</sup> so it won't be overshadowed, I talked to Arie because the elections team is stressed and we talk strategies for getting the word out there.

**C. ASI Vice President for Finance: Josue Montenegro**

➤ Josue: Working on what I want to present in BOD and I need to get the 9 & 3 approved and discuss the 2021-2022 budget and also working on the emergency grants.

Offered By:	Josue Montenegro	Seconded by:	Jocelyn Vargas			
Motion to extend the meeting five minutes Consensus to extend the meeting five minutes - Consensus reached.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

**D. ASI Vice President for Academic Governance: Jocelyn Vargas**

➤ Jocelyn: We are focusing on the grading policy and the land acknowledgment but also we are working to defend the resolution Diana presented because it is going on its second reading and we are doing a mock senate. I am still working with Anson on the preferred name policy.

**E. ASI Vice President for External Affairs and Advancement: Analiz Marmolejo**

➤ Analiz: Assembly Bill 1456 the one we talked about in BOD which is a Cal Grant reform and will be up for committee hearing. I have a committee hearing list and if you want to know about that reach out to me.

**F. ASI Secretary/ Treasurer: Anna Nguyen**

➤ Anna: NONE

**G. Anna: Office Manager:**

➤ Dena Florez: I am good.

**H. University Designee: Carol Roberts-Corb**

➤ Carol: Verizon has recalled all the hotspots we sent out to students and reissuing new ones because they are potentially not safe. The verdict from the trial came out so the university will hold a zoom for the students to talk about their feelings.

**II. Adjournment:**

Offered By:	Brajohn Hicks	Seconded by:	Jocelyn Vargas			
Motion to adjourn the meeting at 5:47 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 Executive Meeting of the Associated Students, Inc., Cal State Los Angeles held on April 20, 2021, on Zoom and were approved by consensus by the ASI Executive Committee on Tuesday, August 31, 2021.

Prepared by:

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Dena Florez- Recording Secretary

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Anna Nguyen- Secretary/Treasurer