



Executive Committee Meeting

Minutes

Day/Date: Tuesday, November 9, 2021
 Time: 4:30 PM- 5:45 PM
 Location: Zoom
 Attendees: Executive committee, General Public
 Type of Meeting: General

❖ **Organizational Items:**

- **Call to order by: Chair Diana Chavez ASI President @ 10:07**
- **Roll Call**

Diana Chavez	President	Present
Angelina Gomez	Vice President for Administration	Present
Josue Montenegro	Vice President for Finance	Present
Analiz Marmolejo	Vice President for External Affairs and Advancement	Present
Amber Beasley	VP for Academic Governance	Present
Anna Nguyen	Secretary Treasure-Rep-At-Large	Present
Sasha Prakir	Chief Justice	Present
Barnaby Peake	ASI Executive Director	Present
Dena Florez	Associate Executive Director	Excused Absence
Aaron Burgess	University Designee	Unexcused Tardy
Guests of the Gallery		

➤ **Adoption of the Agenda**

Offered By:	Amber Beasley	Seconded by:	Analiz Marmolejo			
Motion to Approve Agenda for Tuesday, November 9, 2021						
Consensus reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

➤ **Approval of the Minutes**

Offered By:	Amber Beasley	Seconded by:	Analiz Marmolejo			
Motion to approve Minutes for Tuesday, October 12, 2021						
Consensus Reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

❖ **Public Forum**

- This time is allotted to members of the public to address the board regarding items not included on the meeting agenda.

❖ **Informational Items**

- **Office Hours**
 - **Diana Chavez:** Diana reminds everyone about office hours and holding their areas accountable
- **Committee Minutes**

- **Diana Chavez:** Diana reminds the committee that minutes are supposed to be completed for the audit.
- **How to Think & Act Like a Leader Reading**
 - **Diana Chavez:** Diana asks the committee to read about leadership in a chapter she has assigned.

❖ **Action Items**

❖ **Discussion Items**

- **Addressing Student Needs Webinar Reflection- The committee will discuss areas of improvements to continue effective advocacy.**
 - **Diana Chavez:** Diana asks the committee of their opinions of the webinar and shares her reflection. She also shares the feedback that was received from an evaluation.
 - **Angelina Gomez:** Angelina shares her experience in the webinar as she enjoyed it and thought it was informative.
 - **Amber Beasley:** I was surprised there wasn't a lot of questions about CAPS so I was wondering if we can have another gathering with CAP in the spring.
 - **Diana Chavez:** Diana shares that it is difficult to do that at the end of the semester and information and what the director of CAPS is doing.
- **Spring Programming- The committee will discuss programming for Spring Semester.**
 - **Diana Chavez:** Diana reminds the committee that Gus sent out an email regarding spring programming and that they are expected to be on campus. Diana also goes over the program proposal process and gives examples of events and scenarios.
 - **Josue Montenegro:** Josue expresses that he wants to come back on campus.
 - **Diana Chavez:** Diana restates that she does not want all programs to be virtual because ASI must serve the students in person.
- **Retention Motivation- The committee will discuss ways to motivate and retain members.**
 - **Diana Chavez:** Diana goes over the reps that have resigned and expresses her concerns and her goals on how to motivate the team. Diana asks the committee if they have suggestions.
 - **Analiz Marmolejo:** Analiz expresses they members are maybe resigning because of next year and the office hours and that one of her officers confided that they felt overwhelmed with the workload. Analiz Marmolejo shares what motivates her.
 - **Angelina Marmolejo:** Angelina suggests sending out an anonymous form to the members, so they won't fear expressing themselves and what they think. Angelina suggests that they take ASI members on a tour.
 - **Diana Chavez:** Diana shares that she was thinking about doing campus tours.
 - **Amber Beasley:** I think have snacks and coffee and having somewhere to congregate and get to know each other will help. Amber also shares her opinion on the survey.
 - **Diana Chavez:** Diana takes everyone's ideas in mind and shares the difficulty in some of these ideas like retreat.
 - **Angelina Gomez:** I think that offering swag gear is a good incentive.
 - **Diana Chavez:** Diana shares that getting more swag would be an issue because the money being used should be going to the students.
 - **Angelina Gomez:** Angelina shares her opinion about the student body being upset about purchasing ASI gear and wasting students' money.
 - **Sasha Prakir:** Something that doesn't require resources to keep people engaged is making a personalized experience.
 - **Diana Chavez:** Diana shares that she plans to create a plan of action that tells the leaders of ways they can motivate their areas. Does everyone check up on their students?
 - **Amber Beasley:** I text them at least once a week and remember small details and talk to them about it.
 - **Diana Chavez:** I agree that we must connect with our students. Any other ideas?
- **Board of Directors Agenda- The committee will discuss potential BOD agenda items.**
 - **Diana Chavez:** Diana reminds them to let her know if anyone have ideas for BOD agenda items.
 - **Barnaby Peake:** Barnaby reminds Diana that Octavio Villalpando is going to do a presentation in a future BOD meeting and some student trustees want to come into meet with the BOD. Barnaby asks if the committee is available on Thursday.
 - **Diana Chavez:** Diana clears up the schedule on the trustees meeting.

- **Analiz Marmolejo:** What is the agenda like?
- **Diana Chavez:** Diana explains what the meeting will be like again.

Offered By:	Analiz Marmolejo	Seconded by:	Angelina Gomez			
Motion to extend meeting 5 minutes. Consensus Reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

❖ **Reports**

- ASI President: Diana Chavez
 - Diana: I am prioritizing repopulation and I met with Aaron Burgess, and I told him that I want our students to be a part of the conversation of repopulation so he will give us the opportunity to get in these committees. I am also updating policies.
- ASI Vice President for Administration: Angelina Gomez
 - Angelina: I am trying to find a housing rep and then my cabinet of commissioners will be full, and I am helping the spirit commissioner with his position.
- ASI Vice President for Finance: Josue Montenegro
 - Josue: I am starting to work on the 3-to-5-year study with Dena and Barnaby and I want to report that four out of the thirteen computers are in the office already and we are starting our taxes in March.
- ASI Vice President for Academic Governance: Amber Beasley
 - Amber: In senate the EPC was asking if the senate can approve a memo and move it from first to second item to vote on whether students should be able to take a leave of absence outside of the 4 extended semesters they are allowed to take right now. Amber explains some student's scenarios that were happening.
- ASI Vice President for External Affairs and Advancement: Analiz Marmolejo
 - Analiz: None
- ASI Secretary/ Treasurer: Anna Nguyen
 - Anna: None
- Executive Director: Barnaby Peake
 - Barnaby: None

❖ **Adjournment:**

Offered By:	Josue Montenegro	Seconded by:	Angelina Gomez			
Motion to adjourn the meeting at 5:51AM. 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 Committee Meeting of the Associated Students, Inc., Cal State Los Angeles held on November 9, 2021, on Zoom and were approved by consensus by the ASI Executive Committee on Tuesday, March 1, 2022.

Prepared by:

Kaina Orozco- Recording Secretary

Anna Nguyen- Secretary Treasurer