



# Board of Directors Meeting

## Minutes

Day/Date: Thursday, April 28 2022  
 Time: 3:15- 5:45  
 Location: USU Room303/303A  
 Attendees: Executive committee, General Public  
 Type of Meeting: General Public

❖ **Organizational Items:**

- **Call to order by: Chair Anna Nguyen ASI President @ 3:18**
- **Roll Call**

Anna Nguyen	President	Present
Sasha Prakir	Vice President for Administration	Present
Josue Montenegro	Vice President for Finance	Present
Analiz Marmolejo	Vice President for External Affairs and Advancement	Present
Anson Noland	VP for Academic Governance	Present
Brian Nguyen	Secretary Treasure-Rep-At-Large	Present
	College of Health and Human Services Rep.	
	College of Health and Human Services Rep.	
Andrew Klein	College of Business & Economics Rep.	Present
Sindhu Dasaka	College of Business & Economics Rep	Excused Absence
Emily Chen	College of Arts and Letters Rep.	Present
	College of Arts and Letters Rep.	
Diana Valdez	College of Engineering, Comp. Science & Technology Rep	Present
Jinwei Derek Zhang	College of Engineering, Comp. Science & Technology Rep.	Present
Akalpit Adwait Shukla	College of Natural & Social Sciences Rep.	Present
Hope Hua	College of Natural & Social Sciences Rep.	Present
	Charter College of Education Rep.	
	Charter College of Education Rep.	
Brandon Zuniga	Civic Engagement Officer	Present
Deepanker Seth	Diversity and Inclusion Officer	Unexcused Absence
Alex Sherzai	Chief Justice	Present
Aaron Burgess	University President's Designee	Present
Barnaby Peake	ASI Executive Director	Present
Dena Florez	Associate Executive Director	Present
Gus Salazar	Director of Graphics and Marketing	Excused Absence
Guests of the Gallery		

➤ **Adoption of the Agenda**

Offered By:	Josue Montenegro	Seconded by:	Hope Hua
Motion to Approve Agenda for Thursday, April 28, 2022			
Consensus reached			
All in Favor	All	Opposed	0
		Abstained	0
Motion: Passed			

➤ **Approval of the Minutes**

Offered By:	Hope Hua	Seconded by:	Diana Valdez			
Motion to table the Minutes for Thursday, April 14, 2022						
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.
  - **Brandon Zuniga:** John's main point is that he doesn't feel represented at EOP. He feels like this organization does not support or recognize those of lower rankings. As well, as feeling that the Executive Committee at ASI has their own room but everyone has small cubicles/space. He sees that as an unwelcoming area.
  - **Brandon Zuniga:** I agree with these points. It seems as an issue that we rely too much on the Executive Committee, for example I have to report to Analiz prior to taking action.
  - **Dena Florez:** If I may, I do happen to know that John has a problem with the lay-out of the office. We are in communication between the USU to make changes in the office lay-out.
  - **John Eleby:** A couple concerns, it doesn't matter if you are a student, assistant, or chair. Those at the table who can or not table, the point of my public comment is that to have voting and nonvoting member to have their voices heard. As for the table setup at the office, I think it is best to create a welcoming environment for all students to come into ASI. I'd like this to be placed on the minutes.
  - **Anna Nguyen:** In regards to you concerns with the board drawn. Are you saying that you want membership for Senators and Commissioners on the board?
  - **John Eleby:** Yes, even if they are not voting members.
  - **Anna Nguyen:** Correct me Barnaby or Dena, it's less a matter of us to say no Senators should not be on the board. But being a Senator yourself there are multiple Senators, which would mean another 2 hour meeting. We believed that Senators can make better use of their time by being out there being advocates, as another meeting can result in burn out. Earlier this semester, a lot of student quit because they said ASI was too much work. I hadn't heard of Senators sitting on the board, as it was more conducive for Commissioners and Senator to focus on their respective goals.
  - **Dena Florez:** Senators and Commissioners are represented through their Direct.
  - **Barnaby Peake:** I have to admit, I was confused as to why Senators were separate from the Execs. As it serves as two different government bodies and functions. We are electing Senators and BOD at the same time, to bring in new student leaders. We bring you under our umbrella and we want to hear from our Senators to advocate and bring the concern to us.

❖ **Informational Items**

- **University update on planned projects – Barbara Queen, AVP Facilities Planning and Construction and Troy Allen, Senior Director Planning and Construction.**
  - **Troy Allen:** We have a water construction project to replace all water lines in housing and campus. We also have a voice over project for out telephone lines to transition over to digital. We have a cellular advancement project to enhance our bandwidth as well as our cellular connection here on campus. We will be replacing the Athletic Scoreboards in all areas. A renovation of the Physical Education locker room renovation encompassing; new lockers, restroom, and shower facilities. Enhancing and improving our Electrical Charging stations a total of 10 which will located on Structure B, Level C.
  - **Anna Nguyen:** Any questions from the public?
  - **Troy Allen:** you may have heard of the King Hall renovation. We will be hosting Town Hall for the students in the following month. The Town Hall will serve as an opportunity for students to voice their opinions and give us their input.
- **Commencement video 2021 – <https://www.calstatela.edu/commencement>**

- **Anna Nguyen:** We are aware of the discourse surrounding the upcoming Commencement for Spring 2022. We wanted to show a video to clear the air regarding our commencement ceremony and give a clearer picture.
- **Barnaby Peake:** Any one can access the video; it can be found on the main website.
- **Andrew:** How many tickets were given out last ceremony?
- **Barnaby Peake:** 4, with future tickets for guests. I'd like you guys to keep in mind that similarly to how the last ceremony was staged in the baseball field, the guests and graduates will be under a canopy shielded from the sun. Also, please keep in mind that spaces can transform when given adequate production.
- **Analiz Marmolejo:** The majority of the doubt comes from a point of view in which students do not know the work that will be put into the graduation ceremony. I know that students are pushing for a stadium or venue off campus, and that's just not feasible under the current time frame.
- **Aaron Burgess:** Good points, I have one thing to say. We had an incident that the last ceremony in which one of the attendees in the audience tripped on uneven ground at the baseball field. She fell and hit her head. Using the parking lot, we are now on flat surface in compliance with ADA's and a concrete ground. I don't know if I should share this information, but this event will cost us \$1.3million, it exceeds the cost of previous ceremonies. There will be 10 ceremonies, the President will be there and shake everyone's hand, and everyone's name will be announced. We are taking the student experience into consideration for this event. We could've gone to another venue but at the time they had so many restrictions that would not allow students to walk or their names to be announced. Anyone who attends this event will not recognize the venue when the day comes. We should have explained the ceremony concept and marketed the idea a lot sooner and in a much better way.
- **Anna Nguyen:** Am I allowed to share that the budget for the ceremony was about \$1.3 million?
- **Aaron Burgess:** Yes, all this is public information.
- **Anna Nguyen:** Thank you, Aaron.
- **Aaron Burgess:** I might get in trouble, but I do not mind.
- **Anna Nguyen:** I think it's a matter of promotion, currently there is only one image posted up regarding to the Commencement Ceremony.
- **Brandon Zuniga:** Is this setting up precedent for future ceremonies to be held at this same area?
- **Aaron Burgess:** I don't know, but there is a plan to continue to use it. It's much larger than the baseball field and it is an option if they choose it. I will ask and come back with a concrete answer.
- **ASI End-of-year banquet, May 13 4-6pm**
  - **Barnaby Peake:** Put it in your calendars. We will have a banquet on the 13<sup>th</sup>, giving out awards for your hard work and we expect a few administrators to join us. We have a great spot, it's going to be on the patio over at the Golden Eagle Building.
  - **Anna Nguyen:** It'll be in person if wasn't already obvious.
- **"Making Memories" Event, May 4**
  - **Barnaby Peake:** Your Spirit Commissioner Dani has been planning this event. This is going to out at the Greenlee Plaza and the idea of celebrating the graduates. The whole campus is invited, and we will have a photo booth with 360\*, there will be inflatables/jumpers, and free food.
  - **Analiz Marmolejo:** What time?
  - **Barnaby Peake:** 3-7pm and we will have a DJ, make sure that Aaron can hear it in his office.
  - **Anna Nguyen:** I am personally excited that we will have our pictures taken before graduating.

❖ **Action Items**

➤ **Approval of the 9&3 Budget**

Offered By:	Andrew Klein	Seconded by:	Josue Montenegro
Motion to approve the 9&3 Budget			
Discussion:			

Dena Florez: Traditional training and previous expenditures during normal operating time with full staff have led to savings, as we are currently operating without a Program Coordinator and Office Assistant. This has ultimately allowed us save up on the Personnel Section.

Dena Florez: We will be purchasing a Macbook for the Director of Marketing and we will purchase a Smartboard. The Macbook will be part of the ASI team, so if the user leaves the Macbook will stay.

Barnaby Peake: Yes, so the smartboard will allow us to have a presentation flow a lot smoother. While we currently project from our laptops, this will be a great asset to the ASI team with audit presentations or overall presentations when we have guests. Furthermore, the Macbook will allow Gus to have compatibility with the rest of team.

Dena Florez: goes on to explain the Student Government, Support for Student Programs and Services. We have been trying to help students with transportation in terms of the Parking Fees and Public Transportation. At the end of the day the best decision is to initiate this program at the beginning of the semester as opposed to halfway through it.

Consensus Reached

All in Favor	All	Opposed	0	Abstained	0	Motion: Passed
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➤ **Personnel committee Appointment**

▪ **Certification of the ASI Election Process – Elections Commissioner, Eric Piccolotti**

Offered By:	Sasha Prakir	Seconded by:	Brandon Zuniga
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Motion to certify the ASI Elections

Discussion:

Eric Piccolotti: Our total voting is 950, much lower than I had hoped for. I will admit that last year it was 1700 but it was only 687, which is an increase. I would like to point out, talking to IT Dept. 84% of votes came during the free food events, people were not doing it at home or campus. Right there on the quad. Maybe we can add a T-shirt to the event or a hat. No grievances reported, other than the Mobile App not working properly.

Consensus Reached

All in Favor	All	Opposed	0	Abstained	0	Motion: Passed
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❖ **Discussion Items**

➤ **ASI State of Affairs Report – Anna Nguyen**

- **Anna Nguyen:** A few weeks ago, everyone created a report of their activities and the President compiles and makes larger report. For the reader, the report is lengthy and is available on the ASI website. I will give a general report, there were tribulations regarding vacant positions in the personnel and executive positions. Therefore, creating a backlog on the approval of events and policies. There are problems with continuity, we have used SharePoint in order to help with continuity of transition and how they will handle it. There was dis-contempt regarding the overlapping of events which stems from a lack of communication. In terms of the Committee, there is a lack of enrolment, we do believe that this would be a lack of interest on behalf of students or lack of time. Our financials are very strong, we are not bankrupt and there are extra funds with plans to use them for parking passes as an example. Overall, marketing and outreach will forever be an aspect that we have to work on.

➤ **75<sup>th</sup> Anniversary Task Team for Time Capsule Charge – Sasha Prakir**

- **Sasha Prakir:** The burying of time capsule. The purpose of this task force is to assist the University Administration in the celebration of the time capsule. The membership will be voluntarily.
- **Eric Piccolotti:** What about students that are alumni? Will they be able to participate and submit items?
- **Sasha Prakir:** Yes, it'll be up to the task force to decide but the outlook is to be cater to all the students/bodies for them to submit their items. The representation of all will be key for the Time Capsule.

➤ **End of year closing notes and tasks - Staff**

- **Barnaby Peake:** Your last day will be this coming month. Please, get the transition folders. In a few minutes we will know who you will be handing those folders to. Emails, if you can do a successor a great favor, please clean things up.

❖ **Reports**

➤ **ASI President: Anna Nguyen**

- Anna Nguyen: Listening to the concerns of graduation and responding to UT Times.

➤ **ASI Vice President for Administration: Sasha Prakir**

- Sasha: Elections, it went better than the previous year.

- ASI Vice President for Finance: Josue Montenegro
  - Josue: We will be working on the 2022-2023 Budget and transition folder.
- ASI Vice President for Academic Governance: Anson Noland
  - Anson: Ramping marketing for more students to apply to positions.
- ASI Vice President for External Affairs and Advancement: Analiz Marmolejo
  - Analiz: None.
- ASI Secretary/ Treasurer: Brian Nguyen
  - Brian Nguyen: collection of biweeklies and sending out reminders for transition folders.
- ASI Board or Directors
  - Reps at Large
    - Civic Engagement
      - ◆ Brandon Zuniga: NONE
    - Diversity Inclusion Officer
      - ◆ Deepanker Seth: none
  - College Reps
    - College of A & L
      - ◆ Emily Chen: none
    - College of HHS
    - College of NSS
      - ◆ Hope Hua: considering an event, as for the coloring book we have ordered them and about 40 copies for ASI.
      - ◆ Akalpiti Shukla: NONE.
    - College of ECST
      - ◆ Diana Valdez: NONE
      - ◆ Jinwei Derek Zhang: NONE
    - College of B & E
      - ◆ Andrew Klein: will be working on transition folder.
- Executive Director: Barnaby Peake
  - Barnaby: We will be talking with IT Services to provide continuous support for our devices in terms of hardware/software issues. USU Board is up to 80% capacity in seating arrangements of the building, cultural graduations are coming up, and housing with USU has opened an Annex Fitness Center.

Offered By:	Josue Montenegro		Seconded by:	Andrew Klein	
Motion to adjourn the meeting at 5:03 PM.					
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 April 28, 2022, in USU Room 303/303A and were approved by consensus by the ASI Board of Director on Thursday, May 12, 2022.

Prepared by:

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Kaina Orozco- Recording Secretary

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Brian Nguyen- Secretary Treasurer