



Executive Committee Meeting

Minutes

Day/Date: Tuesday, October 25, 2022
 Time: 4:00- 5:30 PM
 Location: U-SU Alhambra Room 305
 Attendees: Executive committee, General Public
 Type of Meeting: General

❖ **Organizational Items:**

- **Call to order by: Chair Jaime Arellano ASI President @ 4:07 PM**
- **Roll Call**

Jaime Arellano	President	Present
Brian Nguyen	Vice President for Administration	Present
Andrew Klein	Vice President for Finance	Present
Sasha Prakir	Vice President for External Affairs and Advancement	Present
John Eleby	VP for Academic Governance	Present
Emily Chen	Secretary Treasurer	Present
Marlen Trigueros	College of ECS & T	Excused Absence
Milton Han	Chief Justice	Present
Danielle Chambers	University President's Designee	Present
Barnaby Peake	ASI Executive Director	Present
Dena Florez	Associate Executive Director	Excused Absence
Danielle Chambers	University Designee	Present

➤ **Adoption of the Agenda for October 25, 2022**

Offered By:	Bryan Nguyen	Seconded by:	Sasha Prakir			
Motion to Approve Agenda for Tuesday, October 25, 2022						
Consensus reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

➤ **Approval of the Minutes for October 11, 2022**

Offered By:	Bryan Nguyen	Seconded by:	Sasha Prakir			
Motion to approve Minutes for October 11, 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.

❖ **Informational Items**

- **Spring Events Timeline and Calendar**
 - Barnaby talks about the spring event timeline and when to plan for programs.
- **SharePoint Demonstration**
 - John talks about how to use SharePoint.
 - Barnaby adds on how to use SharePoint.
 - Danielle adds that this is a smart thing to do on a business continuity point of view.

❖ **Discussion Items**

➤ **Addressing Student Needs Program**

- Barnaby talks about the survey to go out for the Addressing student needs event coming up and mentions what are some of the questions.
- John shares asks for the committee’s input.
- Danielle asks if there are incentives for the students?
- Barnaby talks about the incentives.
- Danielle suggests some questions to add to the survey.
- John says that we must start sharing this survey soon to start getting responses.
- Danielle shares that the survey can be used to get more responses next semester as well.

➤ **Responding to public comment**

- Barnaby asks the committee on how we can address student issues during public comment and what are their concerns as well from public comment.
- John shares his concerns for the previous public comments that he heard and how it should be approached.
- Danielle suggests the way to tackle public comment issues.
- Sasha thinks that Danielle’s ideas is good and makes more suggestions
- John talks about some of the boundaries some students step over with cameras and other forms of media.
- Danielle asks if there should be a section in which students can record.
- Barnaby asks how the students that came recording showed up and if they had a press pass.
- Danielle shares that they didn’t have a press pass but maybe providing a recording it would maybe solve some issues.
- Jaime shares that holding meeting on zoom is a future for ASI.
- Danielle asks if there is a format that ASI wants to follow for that.
- Jaime thinks that is something to think about.
- John asks questions about the media.
- Danielle suggests a media check in.
- Barnaby shares that it is group work to make the meeting environment better for everyone.

Offered By:	Andrew Klein	Seconded by:	John Eleby			
Motion to extend the meeting at ten minutes. Consensus reached.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

➤ **Deadline for Biweekly Reports**

- Barnaby shares his concerns with students that don’t turn in their biweeklies.
- Emily shares that she has extended the deadline for students to turn that in.
- Danielle suggests that the Biweekly can be sent to their direct reports so it’s easier.
- Emily shares that even some direct reports don’t turn in their biweekly.
- Danielle thinks that it isn’t efficient but the process she suggested that it might keep people accountable.
- Emily shares that student always seems to make reasons.
- Barnaby shares how the process of turning in biweeklies is.
- Danielle doesn’t think that it keeps people accountable.
- John doesn’t want this to become he-said she-said situation if we change the process.
- Danielle shares that she is a GIA co-signer she notices that there are delays and it is not efficient and unfair for the students that turn in their biweeklies on time.

➤ **Internal Communication, responding to emails and requests**

- Barnaby reminds the committee to check their emails.

❖ **Reports**

- ASI Vice President for Academic Governance: John Eleby
 - John shares his report and what he has been doing.
- Executive Director: Barnaby Peake
 - Barnaby shares about some ASI meeting rescheduling and reminding people about the biweekly. Additionally, he mentioned about what Housing is doing about the dining issue.

❖ **Adjournment:**

Offered By:	Sasha Prakir	Seconded by:	Andrew Klein			
Motion to adjourn the meeting at 5:36 PM. 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 October 25, 2022, in U-SU Alhambra Room 305 and were approved by consensus by the ASI Executive Committee on Tuesday, November 8, 2022.

Prepared by:

Kaina Orozco- Recording Secretary

Emily Chen- Secretary Treasurer