



Cabinet of Commissioners Committee Meeting Minutes

Day/Date: January 27, 2023
Time: 10am – 12:00pm
Location: U-SU Alhambra Room 305
Attendees: COC Commissioners, Staff Support, General Public

I. Organizational Items:

A. Call to order by: Chair Vice President of Administration, Yahir Flores at 10:00 AM

B. Roll Call

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|------------------|---|---|
| Yahir Flores | Vice President for Administration | X Present <input type="checkbox"/> Absent <input type="checkbox"/> Late <input type="checkbox"/> Early Leave |
| Katherine Bonomo | Environmental Affairs Commissioner | X Present <input type="checkbox"/> Absent <input type="checkbox"/> Late <input type="checkbox"/> Early Leave |
| Vacant | Housing and Residence Life Commissioner | <input type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Late <input type="checkbox"/> Early Leave |
| Vacant | Spirit Commissioner | <input type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Late <input type="checkbox"/> Early Leave |
| Chyanne Casas | Military-Connected Student Representative | X Present <input type="checkbox"/> Absent <input type="checkbox"/> Late <input type="checkbox"/> Early Leave |
| Vacant | Elections Commissioner | <input type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Late <input type="checkbox"/> Early Leave |
| Dena Florez | ASI Associate Executive Director | x Present <input type="checkbox"/> Absent <input type="checkbox"/> Late <input type="checkbox"/> Early Leave |
| Barnaby Peake | ASI Executive Director | x Present <input type="checkbox"/> Absent <input type="checkbox"/> Late <input type="checkbox"/> Early Leave |

C. Approval of Agenda for January 27, 2023

N/A

D. Certification of minutes for December 2, 2022

N/A

II. Public Forum

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. Information Items

A. None

IV. Reports

a. ASI Vice President for Administration

- i. **Yahir:** Has scheduled two interviews for elections commissioner. Discusses the role of the Diversity and Inclusion Officer and why it does not serve on the Cabinet of Commissioners and would be beneficial if they do sit on COC as the focus and work alongside various student organizations, departments, and centers of campus. Allowing for their perspectives to be included in the COC programming/event discussions.
 - ii. **Dena:** DNI sits on the Sub-Funding committee where their role was to serve and advocate for the student organizations to be inclusive when hosting their events. It is interesting as to why DNI does not sit on COC and would benefit from the internal programming for all students.
 - iii. **Yahir:** If there are further comments, questions, concerns, or issues from the members of the committee feel free to reach out to him and assist him in navigating his new role as VPA. Following up elections, are there any updates given that there is no elections commissioner.
 - iv. **Dena:** First elections event will take place the following week of this meeting will be the student leadership fair that will be alongside the U-SU in front of the plaza. elections Information booth). deadline is February 12th, following voting from April 10th 18th, where April 11th and 12th will have food trucks (doughnuts, Tacos, and In-N-Out). April 19th is the last day for the Justices to make any grievances, and April 20th will be the election results announcement.
- b. ASI Spirit Commissioner**
N/A
- c. ASI Elections & Outreach Commissioner**
N/A
- d. Environmental Policy Commissioner**
- i. **Kat:** Providing updates on earth week and for clarification if it would be possible to have an ice cream machine for one of the events. CSI has a popcorn, snow cone, and cotton candy machine that can be utilized for participating in the recycling game or pledge.
 - ii. **Dena:** mentions using 31 flavors ice cream for earth week event and would have to follow up on how much it would cost to have them.
 - iii. **Kat:** We need facilities booked for each event and have developed an earth week playlist. Rebranding EPC and C and the o and will follow up with Gus and the rest of the marketing team and discuss what potential food items could be given out at these events (pink hot dogs or food trucks from past events). Asks follow questions on the possibility of having food/snacks for these events and if there is budget.
 - iv. **Barnaby:** Suggests having everything EPC wishes to have on a program proposal and see if any of these requests have line-item budget.
 - v. **Kat:** Tuesday, the second event day of earth week, it will consist of a cooking class, potentially collaborating with housing as they try to live sustainably and will fit into the theme of cooking in a sustainable, ecological way.
 - vi. **Dena:** Asks where the eatable garden is at and whether anything is being grown.
 - vii. **Kat:** There is items being grown but is unsure of who takes care of it and what is being grown.
 - viii. **Dena:** Suggests for future events to utilize the garden for events like the cooking classes and using ingredients that is grown in the garden
 - ix. **Kat:** Mentions the idea of either hiring a catering service to cook food for the cooking class for students to observe and then eat the food, rather than them following along as it would pose challenges in keeping up with the instructor etc. She has reached out to a catering company to host/lead the cooking class for \$400 but they have not reached back. It would be a cheaper option than hiring a personal chef. What other possibilities are there?

- x. **Barnaby:** Recommends Chartwells dining services, the new dining vendor for housing. Which could be potentially free, as they have a similar event taking place in the next couple of weeks with the same cooking class concept as Kat's event. Chartwells also has food trucks which would be easier than reaching out off-campus chart wells has contracts with these food vendors, eliminating ASI having to create new contracts and going through food safety permits. This would provide more possibilities for expanding the event into the dining hall, and having chart wells prepare food options and would be able to serve more students.
- xi. **Kat:** will follow up with housing and dinning to see what their perspective is on hosting this event in collaboration with ASI.
- xii. **Kat:** Wednesday's earth week event will consist of two events, the first being let it grow potting event, where materials will be needed such as soil, seeds, and plants, which can be planned ahead of time to make sure the succulents are picked up the day of or day before to minimize having to take care of them. As well as getting plants that are California native/pollinators.
- xiii. **Barnaby:** Mentioned if there are any professors on campus who teach botany courses that could give a lesson on the pollinator plants.
- xiv. **Kat:** Mentions having this event take place on the U-SU stage like last year with a photo banner at the top. Second event for Wednesday would be a movie night screening of the Bee Movie, housing is on board and would be able to provide blankets, location, and sound, ASI could assist with snacks, if possible,
- xv. **Dena:** Reiterates having all ideas written out on a program proposal so the staff could work with her on seeing what her budget allows her to work with.
- xvi. **Kat:** Mentions EPC merch and would like to order items before earth week to be able to use them for the events and give aways. (Potential items: Key chains, t-shirts, water bottles) Ending sustainable living on Thursday, by hosting a cost-effective fashion show. Potentially collaborating with the fashion department and having students design tote bags, and clothing items to show off or sell. Where students would be able to showcase their design that tie into the sustainable, eco-friendly theme of earth week. Location would be best in the U-SU plaza to gain student attraction. Could ASI provide the speaker, tablecloth, table and microphone.
- xvii. **Barnaby:** Gathering support from the fashion department would be great to have that collaborating and allow for students to possibly ear extra credit. ASI could sponsor the fashion show and the department could get students to participate and make the items for it (possibly having a fashion consultant come and speak).
- xviii. **Kat:** Friday's event would be Arbor Day, similar to last year's event, where the idea is to plant 50 trees around campus to have more trees in the area in the future, hopefully. The most challenging areas of Earth week would be getting a vegan food truck, EPC merch, and collaborating with Chartwell's.
- xix. **Barnaby:** Will focus on the details of the events Kat has proposed and follow up with any updates, comments, questions, or concerns. The faster each event has a program proposal the faster the staff can start booking, planning, budgeting, and contracting for the events.

e. Military-Connected Student Representative

- i. **Chyanne:** Has submitted program proposals for her three events (Bingo, Sip' N Paint, and Karaoke), wants to do the yoga event again taking place in April, merging it with wellness week. All events were scheduled for Thursday but were her work schedule changed so she would like to move all her events to Wednesday. Virtual bingo has a good turnout given that it is online and are set prizes with gift cards. Sip' N paint and Karaoke don't have any giveaways so she would like to

have a raffle for both. As far as materials there is not much needed as some have already been purchased for previous uses.

- ii. **Barnaby:** Have an email sent to him to remind him and he will shift the dates to Wednesdays. Well-BeingU is doing yoga in the garden, possible idea is having a collaboration event with VRC and Well-BeingU. Mentions if some of the events from Chyanne and Kat could be done as collaborative events since Well-BeingU is hosting similar events.

f. ASI Executive Director

- i. **Barnaby:** Will follow up on events from the committee members and elections.

V. Action Item

- A. None

VI. Discussion Items

- A. Spring program calendar
 - i. Updates were given by each member in reports
- B. Recruiting for vacant positions
 - i. **Barnaby:** Recruiting efforts for elections commissioners is not really necessary but can be helpful.

VII. Adjournment: January 27, 2023