



# Cabinet of Academic Senators

## Meeting Minutes

Day/Date: Tuesday,  
 Time: 1:50 – 3:00 pm  
 Location: U-SU Alhambra Room - 305  
 Attendees: Committee Members, General Public  
 Type of Meeting: General

### I. Organizational Items:

- a. Call to order by: Chair John Eleby, Vice President for Academic Governance @
- b. Roll Call

John Eleby	VP for Academic Governance	Present
Santhosh Kumar	Undergrad Academic Senator	Present
Darlene Rueda - Garcia	Undergrad Academic Senator	Present
Nida Sheikh	Undergrad Academic Senator	Present
Akshata Kadam	Graduate Academic Senator	Present
Barnaby Peake	ASI Executive Director	Present

### c. Adoption of the Agenda

Offered By:	Darlene	Seconded by:	Nida			
Motion to Approve Agenda for Tuesday, April 18th, 2023 Consensus reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

### II. Public Forum

This time is allotted to address the Senators regarding items not included on the meeting agenda. Because of our full agenda today, we will be limiting public comment to 20 minutes. The Chair may choose to limit speaking limit times.

### III. Reports

- A. Senators** - Senator Rueda-Garcia - Academic Policy meeting, reports about online classes, how to make schedule more legible.  
 Senator Sheikh- AIR Sub-Committee Meeting Canceled  
 Senator Kadam- Meetings were cancelled  
 Senator Kumar - UHCC meeting about graduation concerns and podium.
- B. VPAG** - Concerns about transition to the next fiscal year(John)
  - Black Student Campaign- regarding black students' program and problems(John)
  - Training Program for the upcoming fiscal year(John)
  - Elaborated on how to effectively add ASI experience on Resume(John)
- C. Advisors** - Transition Folder concerns(Barnaby)
  - Upcoming Senators Appointment (Barnaby)
  - Future Senate Meetings (Barnaby)
  - Election Details about the Academic Senate (Barnaby)

- IV. **Action Items** - No action items were announced during this meeting
- V. **Information Items**- Transition Folders Sharepoint login details and access(Barnaby)
- Details on how to calibrate documents in the transition folders(Barnaby)
  - Presentation and Campaign details (John)
  - Training upcoming senators documents(John)
  - Events and Presentations done at ASI(John)
  - Upcoming Modification Details(John)
  - Collaboration Details and Inquires(Darlene, Barnaby)
  - Transition Folder Deadline: May 12th, 2023 (Barnaby)
  - Suggestion about how to inform upcoming senators about how to register i-clicker cloud(John)
- VI. **Discussion Items** - **A. Senate Resolution for an Ombudsman:** - Confliction of roles (Nida)
- Motion approved by the Academic Senate (Nida)
  - Bad allocation of resources as services already exist students (Barnaby)
- B. Senate resolution on TimelyMD:** - Counseling resources adjustment(Barnaby)
- Set-up an external source to CAPS(Barnaby)
  - Virtual Health Care Services (Barnaby)
  - Hire Tenure Line Counselors (Barnaby)
  - Lack of proper details (Barnaby)
  - Availability Issues (Nida)
- C. Academic organization of the University:** - Updating the Academic Handbook and clarifying terminology (Barnaby)
- Set-up of a deadline for the policy to be signed by the president (Darlene)
- E. Office Hours:** - Explains how current policy dictates that Course office hours in should be in the same modality as consistent with the course(Barnaby)
- F. Electronic recording of classroom lectures and classroom activities policy:** - Policy about recording procedures(Darlene)
- VII. **Adjournment:**

Offered By:	Nida	Seconded by:	Akshata			
Motion to adjourn the meeting at 3:00 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 Cabinet of Academic Senators Meeting of the Associated Students, Inc., Cal State Los Angeles held on April 18, 2023, in U- SU Alhambra room - 305, and were approved by consensus by the ASI Cabinet of Academic Senators on May 2nd, 2023.

Prepared by:

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John Eleby - Recording Secretary

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Emily Chen- Secretary Treasurer