



# Executive Committee

## Meeting Minutes

Day/Date: \_\_\_\_\_ January 30 , 2024 \_\_\_\_\_  
 Time: \_\_\_\_\_ 3:00 - 4:15 pm \_\_\_\_\_  
 Location: \_\_\_\_\_ USU- Alhambra Room 305 \_\_\_\_\_  
 Attendees: Executive Committee, General Public  
 Type of Meeting: \_\_\_\_\_ General \_\_\_\_\_

### Organizational Items

**Call to order by: Yahir Flores, ASI President @ 3:09 PM**

#### b. Roll Call

Yahir Flores	ASI President	Present
Arwa Hammad	Vice President for Administration	Present
Cindy Nguyen	Chief of Staff	Present
Andrew Klein	Vice President for Finance	Present
Caitlyn Jane Calica	Rongxiang Xu College of Health and Human Services Representative	Present
Jared Blanco	College of Business and Economics Representative	Unexcused Tardy @3:11pm
Jenny Lucas	Vice President for External Affairs and Advancement	Present
Santosh Kumar	Vice President for Academic Governance	Unexcused Tardy @3:15pm
Ashley Foskey	Program Coordinator	Present
Dena Florez	Associate Executive Director	Present
Barnaby Peake	Executive Director	Present
Blanca Martinez Navarro	Dean of Students	Present
Amanda Maldonado	Administrative Coordinator	Present
Gus Salazar	Director of Graphics and Marketing	Excused Absence



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### c. Approval of the Agenda

Offered By:	Arwa Hammad	Seconded by:	Jenny Lucas
Motion to Approve Agenda for Tuesday, January 30, 2024			
Consensus reached			
All in Favor	All	Opposed 0	Abstained 0
			Motion: Passed

### d. Certification of the Minutes

Offered By:	Jenny Lucas	Seconded by:	Arwa Hammad
Motion to certify the minutes for Tuesday, November 28, 2023			
Consensus Reached			
All in Favor	All	Opposed 0	Abstained 0
			Motion: Passed

**II. Public Comment:** We will now move on to Public Comment. This time is allotted for the public to bring up comments or concerns of interest to the board. Please be advised that due to a set agenda, the board will not address the items brought up at this time but will note them down for the Executive Committee's review and action. If members of the public would like to be followed up with directly, please provide your contact information through the QR code on the door or through the form provided on the ASI website meeting agenda. We will now call on members of the public in order of registration before moving on to the general public.

### III. Reports

#### a. Members

**Andrew:** Shares his report with all events he's attended, too, as well as a concert that happened on campus.

**Santosh:** He shares what he has been working on with everyone's attendance and what he can do to help them and work towards filling the positions available.

**Arwa:** She shares her meetings about what she would like to work on and past events that did well last semester. She shares what they would like to bring up with the new president. Met with Ashley for an upcoming event. Met with a mental health advocate on Zoom to share what he is about and would like to come to campus for an event and speak.

**Yahir:** Shares an idea for Arwa and an upcoming sporting event she will have.



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**Cindy:** Shares on biweeklies and shares state affairs is due soon. Shared positions that need to be filled; she will be helping to find people.

**Jared:** Working with Ashley and another student leader to help students get jobs, shares how his meetings have been and minutes.

**Jenny:** Shares what she has been talking about with Amalvin about his event coming up soon of voter registration and other events with other student leaders. She talks about the conference she went to with Yahir, too, and shares her thoughts.

**Yahir:** Shares the board he attended and was there with the president of the campus. About it. There is a program coming up this week of pill tea get tea with Ashley. He and Cindy will be sending warnings to student leaders about being held accountable for things they will need to improve on. Speaking about the purchase of computers for the marketing team, he shared that he is speaking with the team about it as well.

### **b. Advisors**

**Dena:** Shares what she will be discussing at the next meeting of payroll and budgets.

**Amanda:** Shares she has sent an email to student leaders and asked that they check it out and respond.

**Ashley:** Shares all events coming up and gives a description of them all and shares they have sign-ups to help table for some.

**Barnaby:** He shares what he has been doing and speaks on the lease agreement with the USU. He shares that he is no longer sharing with the USU of ADP, and he will be spinning off and soon will be clocking in from the office. Shares on applications coming out soon for applying for ASI.

**Blanca:** She shares a new interim president for student life, Patrick Day, and would like to invite them to BOD; shares some information on them. Shares they've increased the hours of the food pantry and things they are walking on.

## **IV. Informational Items**

### **a. Warning Letters to ASI Members**

## **V. Action Items**

## **VI. Discussion Items**

### **a. Revision to Legislative Affairs Code of Procedure- 014**

#### **ASI POLICY 014 - LAAC CODE OF PROCEDURE\_CLEAN REVISION**

#### **ASI POLICY 014 - LAAC CODE OF PROCEDURE\_TRACKED CHANGES**

**Yahir:** Shares they will discuss these discussion items at the Legislative Affairs Committee as they now meet quorum and can go forward with that.



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Offered By:	Andrew Klein	Seconded by:	Jenny Lucas
Motion to forward the discussion items a. Revision to Legislative Affairs Code of Procedure- 014 ASI POLICY 014 - LAAC CODE OF PROCEDURE_CLEAN REVISION ASI POLICY 014 - LAAC CODE OF PROCEDURE_TRACKED CHANGES to Legislative Affairs Advocacy Committee meeting on February 7, 2024.			
All in Favor	All	Opposed 0	Abstained 0
			Motion: Passed

## b. ASI organizational structure and position responsibilities/titles

**Yahir:** Goes back to the BOD meeting on what they shared of their responsibilities and titles.

**Barnaby:** Shares, their responsibilities have been changed on the website, so they have new responsibilities.

**Yahir:** Goes over Jenny's title and the changes in the role's responsibilities.

**Barnaby:** Shares what he thinks.

**Jenny:** Asks questions.

**Dena:** Shares her thoughts on a change.

**Jenny:** Agrees.

**Yahir:** Agrees.

**Arwa:** Shares a question.

**Yahir:** Answers.

**Dena:** Shares her thoughts.

**Yahir:** Shares what other campuses have and their roles and titles. Shares his thoughts and things he did for his past role in ASI.

**Barnaby:** Shares a thought he would like to speak on for the D&I role.

**Yahir:** Agrees and shares more as he was that role before president.

**Arwa:** Shares her thoughts and agrees with both Barnaby and Yahir.

**Dena:** Shares her thoughts.

**Andrew:** Shares his thoughts.

**Yahir:** Shares his answers to Andrew and his thoughts for the roles.

**Dena:** Shares her thoughts and shares things they can do, especially with the new campus president, and shares that she is very student-engaged, and they can use that.

**Arwa:** Shares her thoughts and asks questions.

**Yahir:** Shares his answers with Arwa and gives examples of how he did it in his past role.



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### c. Discussion of purpose and meeting schedule for Shared Governance Committee

N/A

### d. Standing discussion items –

i. BOD agenda items

ii. Any feedback from student leaders and committees?

N/A

### VII. Adjournment

Offered By:	Andrew Klein	Seconded by:	Jenny Lucas
Motion to Adjourn the meeting.			
All in Favor	All	Opposed 0	Abstained 0
			Motion: Passed

Meeting adjourned @4:14pm

### CERTIFICATION

Official Minutes taken for the **Executive Committee** of the Associated Students, Inc. Cal State LA held on Tuesday, January 30 ,2024 in USU-Alhambra Room 305. Consensus by the ASI Executive Committee on Tuesday February 27, 2024

Prepared by:

\_\_\_\_\_  
**Alexis Narvaez, Recording Secretary**

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**Cindy Nguyen, Chief of Staff**