



# Board of Directors Meeting

## Minutes

Day/Date: Thursday, April 25, 2024  
 Time: 2:00- 4:15 PM  
 Location: Board Room N/S- USU Room 303/303A  
 Attendees: Board Members, General Public  
 Type of Meeting: General

**I. Organizational Items:**

- **Land Acknowledgment:** With Great respect, Cal State LA acknowledges the Tongva people as the traditional caretaker of Tovaangar (TOE-van-gar) – the Tongva world, including the Los Angeles Basin, South Channel Islands, San Gabriel and Pomona Valleys, and portions of Orange, San Bernardino, and Riverside Counties. Cal State LA is located within these lands. As an institution located on unceded Tongva land, we pay our respects to the ancestors, elders, and our relatives/relations, past, present, and Emerging. Consistent with our values of community and diversity, we have a responsibility to acknowledge and make visible the university’s relationship to Native peoples. By offering this land Acknowledgment, we affirm Indigenous sovereignty and will work to hold Cal State LA more accountable to the needs of American Indian Peoples.
- **Call to order by:** Chair Yahir Flores, ASI President @ 2:15 pm
- **Roll Call**

Yahir Flores	President	Present
Arwa Hammad	Vice President for Administration	Present
Andrew Klein	Vice President for Finance	Unexcused Tardy @ 2:05
Jenny Lucas	Vice President for External Affairs and Advancement	Present
Santhosh Kumar	Vice President for Academic Governance	Present
Cindy Nguyen	Chief of Staff	Present
Caitlin Calica	College of Health and Human Services Rep.	Present
Jared Blanco	College of Business & Economics Rep.	Present
Amit Bharath	College of Arts and Letters Rep.	Unexcused Absence
Nitesh Thorat	College of Engineering, Comp. Science & Technology Rep.	Unexcused Absence
VACANT	College of Natural & Social Sciences Rep.	N/A
VACANT	College of Education Rep.	N/A
Yadira Tellechea	College of Ethnic Studies Rep.	Present
VACANT	Civic Engagement Officer	N/A
Shivani Kotian	Diversity and Inclusion Officer	Present
Blanca Martinez-Navarro	AVP- Dean of Students	Present
Barnaby Peake	ASI Executive Director	Present
Dena Florez	Associate Executive Director	Present
Gus Salazar	Director of Graphics and Marketing	Excused Absence
Amanda Maldonado	Administrative Coordinator	Present
Ashley Foskey	Program Coordinator	Present
Guests of the Gallery		

➤ **Adoption of the Agenda**

Offered By:	Arwa Hammad	Seconded by:	Yadira Tellechea			
Motion to Amend the agenda and add Info Item C, Survey Response Approve Agenda for Thursday, April 25, 2024 Consensus reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

Offered By:	Jenny Lucas	Seconded by:	Shivani Kotian			
Motion to Approve Agenda for Thursday, April 25, 2024						
Consensus reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

➤ **Approval of the Minutes**

Offered By:	Yadira Tellechea	Seconded by:	Caitlin Calica			
Motion to approve the Minutes for Thursday, April 18, 2024						
Consensus Reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

**II. Public Forum**

- 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.
  - Megan Bell the new U-SU Executive Director told the board to stop by and visit her. She is here today to observe.

**III. Informational Items**

- **Payroll Procedure – Presented by Dena**
  - Dena goes over the Payroll Procedure – pay periods, the process of doing payroll, and student onboarding.
- **CHES Report**
  - Yahir shares his experience and shows a video that captured the weekend.
  - Jenny shares about her experience in CHES and thanks ASI for the opportunity.
- **Survey Response**
  - Yahir asked all Board Members to complete the ED Evaluation survey form that was sent to them and gave everyone 5 minutes to complete the form.

**IV. Action Items**

- **Position Description Changes**
  - Yahir goes summarizes what the changes are for.
  - Barnaby talks about the options you have with the DNI position and how it can be a council instead or an exec.
  - Yahir sees the alternative actions that can be taken in the future.
  - Santhosh says something inaudible.
  - Dena talks about the engagement hours and how they differ from the past and suggest some changes to the wording.
  - Yahir asks about the confusion he has.
  - Dena clarifies to separate engagement hours from working an event.
  - Jenny talks about Barnaby's suggestions and making committees for the role.
  - Jared shares that for Denas suggestion the problem would be how long the events would be. He suggests maybe having the representatives visit one event instead.
  - Dena shares that Jared makes a good point, but she just wants the rep to make their presence known.
  - Barnaby likes the engagement hours conversations but for now it can be changed in the summer for next year.
  - Yahir agrees that it can be changed down the road.
  - Barnaby asked if there is an amendment to change the position description of who this position is reporting to?
  - Yahir asks if most are in agreement to change who they are reporting to and ask for placards to go up?

Offered By:	Jenny Lucas	Seconded by:	Shivani Kotian			
Motion to approve the Diversity and Inclusion Officer Position description with the amendment to change the reporting line to President						
Consensus Reached						

All in Favor	All	Opposed	0	Abstained	0	Motion: Passed
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- Yahir continues to the next position description of the Civic Engagement Officer. Yahir thinks that Civic Engagement Officer doesn't need to be the bridge with RHA, and it should go more toward Diversity and Inclusion, and he shares why.
- Dena shares that there has been conversation regarding having RHA represented by the VPAG.
- Yahir mentions that he forgot about that conversation.
- Cindy thinks agrees that the VPAG can do it.
- Santhosh says something inaudible.
- Yahir asks the board to raise their placards if they agree to removing the responsibility of being the RHA liaison from the Civic Engagement Officer. With 5 in favor and 4 against and none abstained.

Offered By:	Jenny Lucas	Seconded by:	Arwa Hammad
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Motion to approve the Position Description for the Civic Engagement Officer with the Amendment of removing the liaison-ship to the Residents Hall Association.

Consensus Reached

All in Favor	All	Opposed	0	Abstained	0	Motion: Passed
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- Yahir moved on to the Spirit Commissioner position description. Yahir asked about the working titles for the position and suggested ASI Engagement Commissioner.
- Cindy shares that she likes that idea.

Offered By:	Shivani Kotian	Seconded by:	Jenny Lucas
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Motion to approve the Position Description for the Spirit commissioner but with the name change to ASI Engagement Commissioner.

Consensus Reached

All in Favor	All	Opposed	0	Abstained	0	Motion: Passed
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➤ **ASI Flexible Work Policy**

- Yahir talks about the history of this policy.
- Jenny talks about staff and hybrid and remote work and her concerns with it.
- Barnaby talks about hybrid and remote working and why it's on the policy.
- Yahir shares that he doesn't think that the policy is a priority because none of the divisions of student or USU have a policy like this so the focus should be on internal policies. As he also thinks that it is not the best way to use student fees.
- Arwa shares that she wants to pass this policy because of the benefits of hybrid work and does not think that the students would think wrong about approving this policy.
- Shivani asks how it would affect the meetings.
- Cindy shares that it doesn't change meetings.
- Barnaby adds that it would not so much affect the academic year but more so through the breaks.
- Caitlin agrees with Yahir's sentiment, stating, "How would this make us look? None of the USU's, even if we are not apart of it, is hybrid." And mentions using PTO.
- Yahir mentions that student life has a policy like this and mentions that he has had conversation that mention the conversation of this policy should be talked about with many departments and be a collective agreement.
- Cindy shares a compromise to only make it for school breaks.
- Caitlin thinks it's a good idea and gives other suggestions.
- Barnaby shares that hybrid is not supposed to be in place of sick time and gives examples of how it would be used. He also adds that either way ASI would have to write the policy like this eventually.
- Yahir shares that even though that is true but still wants it to be a collaborative conversation.

Offered By:	Cindy Nguyen	Seconded by:	Arwa Hammad
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Motion to approve the ASI Flexible Work Policy with the stipulation of amending Section B. Hybrid work to be as needed during the academic year and be offered during breaks.

Consensus Reached

All in Favor	7	Opposed	1	Abstained	1	Motion: Passed
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**V. Discussion Items**

➤ **ASI Impact Report**

- Yahir talks about the purpose of an impact report.
- Arwa shares that she would like to make this a yearly thing.
- Andrew shares ideas on what should be included in the report.
- Cindy shares a deadline for the report.

➤ **Student Concerns & ASI Feedback Survey**

- Yahir brings up the results from the feedback survey. He also shares that students don't have a sense of belonging on campus.
- Cindy talks about how there is not a single way to solve all of that, but it is something ASI can work on.
- Arwa talks about making a newsletter to be proactive.
- Yadira agrees with everyone and brings something that Jared brought up before about having an ASI module.

➤ **ASI Feedback Survey**

**VI. Adjournment**

Offered By:	Arwa Hammad	Seconded by:	Andrew Klein			
Motion to adjourn the meeting 4:12 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 Board of Directors Meeting of the Associated Students, Inc., Cal State Los Angeles held on April 25, 2024, in Board Room N/S- USU Room 303/303A, University Student Union Building and were approved by consensus by the ASI Board of Director on Thursday, May 9, 2024.

Prepared by:

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Kaina Orozco- Recording Secretary

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Cindy Nguyen- Chief of Staff