



# Board of Directors Meeting

## Minutes

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Day/Date: Thursday, June 17, 2024  
 Time: 10:30 AM - 12:00 PM  
 Location: <https://calstatela.zoom.us/j/87681934041>  
 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 @ 10:34 AM

➤ **Roll Call**

Yahir Flores	President	Present
Caitlin Jane Calica	Vice President for Administration	Excused Absence
VACANT	Vice President for Finance	
Arwa Mohamed Hammad	Vice President for External Affairs	Present
Santhosh Kumar	Vice President for Academic Governance	Present
Cindy Nguyen	Chief of Staff	Present
Valerie Canizales	College of Health and Human Services Rep.	Present
Kimberly De La Cruz	College of Business & Economics Rep.	Present
Victoria Gragasin Montoya	College of Arts and Letters Rep.	Present
Preet Jadhav	College of Engineering, Comp. Science & Technology Rep.	Present
Ananya Sharma	College of Natural & Social Sciences Rep.	Present
Savanah Alvarez	College of Education Rep.	Excused Absence
VACANT	College of Ethnic Studies Rep.	Present
Natasha Booka Raghu	Civic Engagement Officer	Present
Briana Goytizolo	Diversity and Inclusion Officer	Present
Blanca Martinez-Navarro	AVP- Dean of Students	Excused Absence
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:	Briana Goytizolo	Seconded by:	Valerie Canizales			
Motion to Approve Agenda for Monday, June 17, 2024						
Consensus reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

➤ **Certification of Minutes for [June 6, 2024](#)**

Motion to Certify Minutes

Offered By:	Santhosh Kumar	Seconded by:	Valerie Canizales			
Motion to Certify Minutes for June 6, 2024						
Consensus Reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

➤ **Certification of Minutes for [May 9, 2024](#)**

Motion to Certify Minutes

Offered By:	Santhosh Kumar	Seconded by:	Valerie Canizales			
Motion to Certify Minutes for May 9, 2024						
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 the order of registration before moving on to the general public.

**III. Informational Items**

**IV. Action Items**

➤ **Appointment for Vacancies**

**Santhosh Kumar:** States that he has no recommendations at this time, and will have some hopefully in July.

**Cindy Nguyen:** Also states that she has no recommendations at this time, but will be interviewing three applicants soon.

➤ **ASI Standing Committee Appointments**

**Yahir Flores:** Explains that even if you are not a board member, within your position you must sit on two additional committees, which are selected by the individual themselves so that the committees align with class schedules. As for board members, they may add additional committees as well. He goes into detail about the committees, which include the following:

- *Community Engagement and Outreach Committee (CEO):* Oversees events and programs for members, involves recommendations, conversations, and brainstorming.
- *Environmental Policy Committee (EPC):* No significant changes, focuses on sustainability efforts.
- *Executive Cabinet:* Composed of the Vice President and President, offers insight into executive planning processes and conversations outside of the board directors.
- *Finance Committee:* Handles budget discussions and financial processes of ASI. Suitable for those interested in numbers and budgets.
- *Legislative Affairs and Advocacy Committee:* Focuses on advocacy, voter registration, and educating on local, state, and federal issues affecting higher education and Cal State LA students.
- *Personnel Committee:* Reviews policies and functions related to pro staff and advisors, suitable for those interested in administrative aspects.

**Valerie Canizales:** Asks for clarification about the BOD meeting time as well as further details about EPC.

**Ashley Foskey:** Discusses ASI's focus on improving internal practices and campus sustainability initiatives, highlighting past efforts such as Project Green, where students learned about composting and various ways to go green, and Earth Week events that promoted sustainability among students, including reducing plastic waste in the food court. They emphasize the transition to electronic documentation to save paper and the continuous evaluation of ASI's processes to enhance sustainability and environmental practices, underscoring the importance of discussing and improving sustainability within ASI and across the campus.

**Arwa Mohamed Hammad:** Arwa discusses the main responsibilities of her role, which include monitoring federal and state legislation that could impact students, setting priorities for student-related issues, and bringing external advocacy efforts back to campus. She attends planning committee meetings and conferences outside Cal State LA to gather information and advocate for students. As an example, she is currently exploring ways to repeal the parking tax for students. Other topics of focus include tuition and campus safety. She encourages participation in these efforts, noting the importance of having a diverse group involved. Arwa also mentioned the need to update information on the website and invited questions from those interested.

**Cindy Nguyen:** Highlights the importance of the Finance Committee, which oversees club funding. She explains that this committee provides insight into how ASI funds are allocated and what various clubs on campus are working on. Clubs may request funding for conferences, equipment for training, or cultural events. Cindy emphasizes that joining this committee offers a comprehensive view of both ASI's internal financial operations and student activities, making it a valuable way to understand student priorities and get involved in campus events. She encourages participation, noting it's a great way to earn engagement hours.

**Ashley Foskey:** Invites members who enjoy planning events and programs, to join the CEO Committee.

**Dena Florez:** Dena recommends the Finance Committee to Kimberly, the College of B and E Representative. She explains that the Finance Committee oversees the funding of Recognized Student Organizations (RSOs) and the allocation of student fees, which amount to about \$56 annually per student. The committee builds and manages the ASI budget, including deciding how much funding to allocate to student organizations. Dena highlights the learning opportunities and resume benefits of managing a \$1.3 million budget, encouraging participation from other college reps and board members.

**Amanda Maldonado:** Shares the new meeting times for committees.

➤ **Position Descriptions**

**Yahir Flores:** Explains that the position of Vice President for Administration has undergone changes to better reflect its focus on programmatic oversight and community engagement within ASI. The role previously included administrative responsibilities, which have since been reassigned to other positions. The main function now involves supporting and guiding other ASI members in their programs and initiatives, as well as spearheading community engagement efforts. The position has been renamed to better represent these duties. Other changes include removing the military-connected representative and merging the Spring Commissioner role with the Elections Commissioner. Feedback from previous holders of the position, including himself and Arwa, were used to refine the role.

**Dena Florez:** Explains that the EPC will now be under the Civic Engagement Officer Position.

**Barnaby Peake:** Emphasizes the importance of ensuring roles and efforts are not being duplicated on committees while reviewing these changes.

**Motion to Approve VPA Position Description Revision**

Offered By:	Cindy Nguyen	Seconded by:	Valerie Canizales			
Motion to approve Revisions						
Consensus Reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

**Yahir Flores:** Outlines the changes made to the Vice President for Finance (VPF) position, reflecting the decision to retire the Vice Chair for Finance role and shift its responsibilities to the VPF. Previously, the Vice Chair assisted the VPF in overseeing clubs and organizations, managing funding committees, and communicating with clubs and orgs. The VPF's role has now expanded to include these

responsibilities, providing more engagement hours and oversight opportunities. The changes aim to enhance the VPF's role, meeting bi-weekly submission guidelines and ensuring comprehensive oversight of financial matters within ASI. The draft now includes language from the former Vice Chair role, with all references to the club funding committee and Vice Chair removed.

**Motion to Approve VPF Position Description Revision**

Offered By:	Cindy Nguyen	Seconded by:	Briana Goytizolo			
Motion to approve Revisions						
Consensus Reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

**V. Discussion Items**

- **2024-2025 ASI Advocacy agenda- The board will discuss the advocacy agenda, student priorities, and action plans for the upcoming academic year**

**Yahir Flores:** Yahir initiates a discussion on developing the 2425 ASI advocacy agenda, emphasizing the importance of outlining organizational goals and priorities for the academic year. Drawing inspiration from policy agendas used by other CSUs, Yahir proposes the term "advocacy agenda" to better reflect ASI's focus. He highlights previous priorities such as tuition increases, student support initiatives, and collaboration with campus departments like the Dean of Students and Student Life. The agenda serves as a dynamic document, open to changes based on student feedback and emerging needs. Yahir encourages input from attendees to identify new priorities, mentioning ongoing concerns such as campus safety, affordability, and accessibility. He underscores the agenda's role in fostering transparency and responsiveness to student concerns, aiming to enhance campus life and support through targeted advocacy efforts.

**Blanca Martinez-Navarro:** Expresses appreciation for the opportunity to discuss ASI's priorities and collaborations across campus. As Dean of Students, she emphasizes the importance of understanding student needs and complexities such as public safety, affordability, and basic needs. Blanca highlights the role of ASI in leadership and advocacy, noting the diverse student population at Cal State LA and the need for nuanced approaches to address these issues. She underscores the significance of partnerships and philanthropic efforts to support students, particularly in providing basic needs grants and emergency aid. Blanca also mentions the value of co-curricular activities in enriching student life and creating lasting memories, emphasizing ASI's role in facilitating such experiences for students.

**Dena Florez:** Dena emphasizes the importance of addressing student advocacy priorities such as safety, affordability, and mental health, reflecting on previous surveys conducted to gather student feedback. She proposes compiling this data into a comprehensive report or questionnaire, inviting campus administration and stakeholders, including President Eanes, Blanca, and Barnaby, to discuss and address these concerns in a public forum, either in person or via livestream. Dena suggests scheduling this event by October to ensure transparency and engagement with the student body, potentially naming it "Addressing Student Needs" or a similar title. She underscores the need for ongoing assessment to ensure ASI's programming aligns with and meets these identified student needs, promoting transparency and accountability in their initiatives.

**Yahir Flores:** He emphasizes the importance of developing ASI's advocacy agenda for the upcoming academic year, focusing on issues such as campus safety, affordability, and mental health. He proposes forming a task force to analyze survey data and compile reports to guide ASI's initiatives. Yahir also highlighted plans for "Addressing Student Needs" forums to engage stakeholders in addressing student concerns. He emphasizes collaboration within ASI and with campus entities to maximize impact and briefly mentioned a workplace violence prevention plan drafted by Barnaby for further discussion. Overall, Yahir underscores transparency, student engagement, and proactive planning to strengthen ASI's advocacy efforts and enhance campus life.

➤ **Workplace Violence Prevention Plan** (Barnaby)

**Barnaby Peake:** Discusses the development of a workplace violence prevention plan mandated by Senate Bill 553 for ASI as a nonprofit corporation. He highlights the plan's purpose to address potential workplace violence incidents, emphasizing proactive measures and employee/student leader inclusivity. Barnaby outlines key components such as reporting procedures, training requirements, and incident response protocols. He stresses the plan's compliance with legal standards and its iterative nature, subject to annual review and updates. Barnaby encourages board members to review the plan thoroughly before its forthcoming discussion and adoption as an action item in a future meeting.

**VI. Adjournment**

Offered By:	Cindy Nguyen	Seconded by:	Briana Goytizolo			
Motion to adjourn the meeting 11:58 AM. 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 June 17, 2024, on Zoom and were approved by consensus by the ASI Board of Directors on Thursday, July 18, 2024.

Prepared by:

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Mariah Garcia- Recording Secretary

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Cindy Nguyen- Chief of Staff