



Cabinet of College Representatives Meeting

Minutes

Day/Date: Tuesday, October 22nd, 2024
 Time: 1:45pm-2:45 pm
 Location: Alhambra Room – USU Room 305
 Attendees: Committee Members, General Public
 Type of Meeting: General

I. Organizational Items:

- a. Call to order by: Chair Ananya Sharma, @ 1:48pm
- b. Roll Call

Cindy Nguyen	Chief of Staff	Present
Valerie Canizales	College of Health and Human Services Rep.	Present
VACANT	College of Business & Economics Rep.	
Victoria 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
VACANT	College of Education Rep.	
VACANT	College of Ethnic Studies Rep.	
Barnaby Peake	ASI Executive Director	Excused Absence
Guests of the Gallery		

c. Adoption of the Agenda

Offered By:	Victoria Montoya	Seconded by:	Preet Jadhav			
Motion to Approve Agenda for Tuesday, October 22 nd Consensus reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

d. Approval of the Minutes for September 24th, 2024

Offered By:	Valerie Canizales	Seconded by:	Preet Jadhav			
Consensus Reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

e. Approval of the Minutes for August 27th, 2024

Offered By:	Valerie Canizales	Seconded by:	Victoria Montoya			
Consensus Reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

II. Public Forum

- a. This time is allotted to address the Cabinet regarding items not included on the meeting agenda.

III. Informational Items

IV. Reports

a. College of Arts & Letter:

- Victoria: They explained that they have met with their college RAAC committee to go over IRA proposals for the dean to approve for the next academic year. They state there will be another RAAC Committee meeting on the Wednesday of the week of this meeting. They also bring up that they have met with their dean the first Tuesday of the month. They explained their meeting with the dean was talking about the details of their Meet the Dean Week. They also bring up that they are currently working on the program proposal for their event.

b. College of Business & Economics - vacant

c. Rongxiang Xu College of Natural & Social Sciences:

- Ananya: Explains they have also attended the IRA proposal meeting with the department chairs of their college. Explains they have had a conversation with the psychology chair about the cut course that has to do with student enrollment. Refers they have met with their dean and are still currently waiting on dates for the Meet the Deans week because the dean and their office are currently out of office. There have been no dates set for their event yet.

d. College of Health & Human Services:

- Valerie: Explains they have been in communication with their dean for dates on the Meet the Deans Week event. They have met a few student orgs and want to invite them to the event. Currently they are still meeting with chair departments on their one-on-one.
- Cindy: Clarifies there is a program proposals and overview of Meet the Dean event.
- Valerie: Their main concern/focus is student engagement in their college.

e. College of Engineering, Computer Science, & Technology:

- Preet: Met with Dr. Galvin to discuss the problems of clubs that face recruiting sophomores and freshman. On Saturday, the week of the meeting, their college had held an event for high school students showcasing science projects. They have also met with their college's RAAC Committee. They have an upcoming meeting with their dean. Every second Wednesday of every month they have a meeting with all the clubs along with their dean.
- Ananya: Asks what the concerns of the clubs are.
- Preet: Explains that the clubs had funding concerns, with more detailed answers.
- Cindy: Clarifies about club funding.

f. College of Education - vacant

g. College of Ethnic Studies - vacant

h. ASI Chief of Staff:

- Cindy: They remind the college representatives about the Group Me for more communication needs, instead of formal emails. Reminds the college representatives to keep them in loop with events and conversations that the pro staff will be having.

i. Advisors

V. Action Items

VI. Discussion Items

a. Meet the Deans Week

Cindy: Asks for a list of availabilities for the deans.

Victoria: Gives the dates.

Preet: Clarifies they are still waiting for the dean's open dates for the event.

Valerie: Gives the dates.

Cindy: Confirmed Valerie's dates and asked Victoria to confirm their dates. Also brings up that their event time should be a 2-hour time slot. Clarifies that the college representatives should not have their events too early or too late in the day. Asks College representatives for their program agendas.

Victoria: They bring up their program idea as talent show and an art wall. Says they are planning to have their talent show at the Student Plaza. They wanted to target Student Organizations as well Arts and Letters students. Says they want to give out a prize for the winner of the competition.

Cindy: Clarifies what types of prizes they can give out. And brings up the dean can be part of the panel to decide a winner. And the winners can put their winning status on their resume as being chosen by the dean.

Valerie: They bring up their event ideas are a photo booth and a "You made the Dean's List" photo opportunity. They plan to invite the HHS Student Organizations, as well as their college student body.

Cindy: Offers the Honors College as a start to advertise.

Valerie: Asks how to contact them.

Cindy: Offers their Social Media Chair to contact. Asks where their event will be held.

Valerie: They offer their library patio as a spot, or one of the third floor USU rooms.

Cindy: Offers that their event should be on a grander scale other than just a photo booth.

Ananya: Brings up their ideas for their event as designing your own lanyards as well as the Dean giving a speech. Wants to have their event at the La Kretz Lobby where there is a lot of NNS student traffic is.

Cindy: Offers that the event should be in an enclosed space.

Valerie: Asks if there will be requests for food permits on the program proposals.

Cindy: Clarifies that each of the college representatives should have a detailed program proposal. Along with any budgetary needs.

Ananya: Asks a question about if the budget for this event will be from the college representatives or from the ASI Budget.

Cindy: Clarifies it will come from the ASI Program Budget. Asks on the specifics on Ananya's decision for lanyard designing.

Ananya: Clarifies that lanyards are useful. And using either tote bags or lanyards are within their ideas.

Cindy: Offers pin decorating, or bead decorating option besides the lanyard designing. And confirms the event ideas and who they were going to target for their event.

Preet: Brings up their idea as displaying ECST students' achievements and club achievements. Or having the students have a ping pong ball competition. Or using the Maker's Space labs where students can use the machines for free. They are leaning towards the ping pong event and the Maker's Space in the Co-lab. Explain their dean will be talking about their achievements from their past work.

Cindy: Clarifies that each college representative should have a clear plan of their event. And set up some due dates for the college representatives to keep track of.

b. Semester Reporting –State of Affairs Reports, Transition Folders

Cindy: Explains the extensive state affair report for the college representatives, and the college representatives transition folders in SharePoint. Start to write up the State of Affairs.

c. Student Concerns and Issues

Cindy: There has been nothing pressing from student concerns, so they have skipped over this discussion item.

d. Discussion

Preet: Asks where to get club funding information.

Cindy: Points them to the ASI Website and clarifies the Price list for clubs.

Victoria: Asks a question about a student asking about being accepted as a B&E College representative.

Cindy: Clarifies there will be no accepting of college representatives this semester and will reach out to them and make sure they are in the loop.

VII. Adjournment:

Offered By:	Valerie Canizales	Seconded by:	Victoria Montoya			
Motion to adjourn the meeting at 2:44pm 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 College Representatives of the Associated Students, Inc., Cal State Los Angeles held on October 22nd, 2024, in Alhambra Room – USU Room 305 and were approved by consensus by the ASI Cabinet of College Representatives on January 28, 2025.

Prepared by:

Victoria Montoya - Recording Secretary

Cindy Nguyen – ASI Chief of Staff

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