



# Board of Directors Meeting

## Minutes

Thursday, August 21, 2014 3:30-6pm  
 Location: U-SU Los Angeles Room 303AB  
 Attendees: B.O.D. Members & General Public

**I. Organizational Items:**

**a. Called to Order by Shane Vera**

The meeting was called to order at 3:30PM

**b. Roll Call**

Shane Vera	President	X Present
Dean Truong	Vice President for Administration	X Present
Nicholas Carrillo	Vice President for Academic Governance	X Present
Vacant		
Sasha Perez	Vice President of External Affairs & Advancement	X Excused Late 3:45
Ruth Ramos	Secretary/ Treasurer	X Present
Diego Tinoco	Representative-At-Large (Community Affairs)	X Excused Absent
Magali Espinoza-Cruz	Representative-At-Large (Campus Affairs)	X Present
Marina Vilhena	College of Arts & Letters Rep.	X Excused Absent
Emmanuel Solis	College of Arts & Letters Rep.	X Excused Absent
Norma Sierra	College of Business & Economics Rep.	X Present
Karla Guardado	College of Business & Economics Rep.	X Present
Cynthia Aguilar	Charter College of Education Rep.	X Unexcused Absent
Bruce Varona	Charter College of Education Rep.	X Unexcused Late 3:45
Paolo Galicia	College of Engineering, Comp. Science & Technology Rep.	X Present
Sabeen Kan	College of Engineering, Comp. Science & Technology Rep.	X Excused Absent
Nancy Flores	College of Health & Human Services Rep.	X Unexcused Late 3:55
Lily Tran	College of Health & Human Services Rep.	X Present
Alina Carmona	College of Natural & Social Sciences Rep.	X Excused Absent
Lisa Vittayarukskul	College of Natural & Social Sciences Rep.	X Present
Intef W. Weser	Executive Director	X Present
Letycia Gomez	University President's Designee	X Excused Late
Marcus Rodriguez	Director of Programs and Leadership	X Present
Felipe Romero	Chief Justice / Associate Justice	X Present
Dena Florez	Office Manager of Administration & Services - RS	X Present
Guests of the Gallery		

**c. Approval of Agenda (action):**

<b>Offered By:</b>	<b>Nick Carrillo</b>	<b>Seconded by:</b>	<b>Lisa Vittayarukskul</b>			
Motion to approve the adoption of Agenda for Thursday, August 21, 2014 with said changes:						
IV. b. Strike the Bill of Rights						
IV. d. Strike Establishing quarterly transitional folders						
V. a. Strike SeaWorld from New Business						
<b>Vote Tally:</b>						
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: Passed</b>

<b>Offered By:</b>	<b>Nick Carrillo</b>	<b>Seconded by:</b>	<b>Karla Guardado</b>			
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Motion to Amend the main motion:

Add: III. b. Action Item – Give Executive authority to approve 2 students to UAS committee at the next Executive Committee Meeting.

<b>Vote Tally:</b>							
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion:</b>	<b>Passed</b>

**d. Approval of Minutes (action):**

<b>Offered By:</b>	<b>Norma Sierra</b>	<b>Seconded by:</b>	<b>Karla Guardado</b>				
Motion to approve the minutes for Thursday, August 7 , 2014.							
<b>Vote Tally:</b>							
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion:</b>	<b>Passed</b>

**II. Public Forum - This time is allotted for members of the public to address the board.**

a. This time is allotted to members of the public to address the board.

**III. Action Items**

a. **Policy 014 Legislative Affairs Committee Code of Procedure-** the BOD will take action on the recommended policy changes from the Legislative Affairs Committee and approved by the Bylaws Committee.

☛ Carina Kan- VPF Served

☛ A.S.I. BOD

○ BOD

○ Carina Kan- VPF

- Great Work Experience
- Held various executive positions

○ Dean Truong: The VPF is a one year commitment. Will you be able to complete this ?

○ Carina Kan: Will make this position a priority

○ Sasha Perez: In this position you will be dealing with clubs and having to say no. Are you prepared for this?

○ Carina Kan: I will be prepared to answer questions

○ Carina Kan: I understand the needs of Clubs & Orgs. I will collaborate with College Reps..

☛ Shane Vera: I interviewed Carina Kan. I give my recommendation for her.

☛ Felipe Romero read recommendation From Samuel Han.

○ Samuel gives his recommendation

- Efficiency
- Time management

☛ Lily Tran: Has anyone worked with Carina?

☛ Sasha Perez: I have worked with her the past 4 years. I just have a concern that we have other applicants that should be looked at.

☛ Nick Carrillo: I worked with Carina. She is a very hard worker. I would encourage Carina Kan to research more about this position. Encourage board to look at this.

☛ Lisa Vittayarukskul: Her resume shows strong Finance background.

○ Application was in on time

○ Very prepared

○ Sasha Perez: I spoke to people applying. Our application deadlines were not consistent. We should look at other applicants

☛ Magali Espinoza-Cruz: Have we voted in applicants that have applied late?

☛ Shane Vera: We have but this would break policy and we need to stick to policy

☛ Nick Carrillo: We have used when applicant is not qualified

☛ Lisa Vittayarukskul: Previously she left the B&E position for an oxford internship. Would this happen again?

☛ Shane Vera: That will not happen again this year.

☛ Sasha Perez: There are eepsters that can balance their time well

- ✦ Karla Guardado: How many people have applied?
- ✦ Intef W. Weser: That has no bearing as she applied on time.

<b>Offered By:</b>	<b>Bruce Varona</b>	<b>Seconded by:</b>	<b>Lisa Vittayarukskul</b>			
Motion to appoint Carina Kan to VPF						
<b>Vote Tally:</b>	<b>9-2</b>					
<b>All in Favor</b>	<b>9</b>	<b>Opposed</b>	<b>2</b>	<b>Abstained</b>	<b>0</b>	<b>Motion:</b> passed

b. **Appointment for Vacant A.S.I and Campus Committee Positions-** Board of Directions will appoint individuals to the following vacant A.S.I. and student committee positions.

- i. University Wide Committee Appointment(s)
- ii. A.S.I. Internal Committee Appointment(s)
- iii. A.S.I. Commissioner Appointment(s)
- iv. A.S.I. Associated Justice(s)

- ✦ Diana Morales Student Education Equity Advancement
  - Sabeen Khan
  - Dennia Palmer
  - Arlene Palmer
  - Arlene GH
  - Kevin Rod
  - Nicole McCue

<b>Offered By:</b>	<b>Ruth Ramos</b>	<b>Seconded by:</b>	<b>Dean Truong</b>			
Motion to appoint Nicole McCue and Arlene * Faculty Policy Committee						
<b>Vote Tally:</b>	<b>Arlene: 1 Nicole: 10</b>					
<b>All in Favor</b>	<b>ALL</b>	<b>Opposed</b>		<b>Abstained</b>		<b>Motion:</b> passed

- ✦ Nick Carrillo: Recommend Nicole McCue
  - New to ASI
  - Wants experience
  - Philosophy Major
  - Work experience has helped
  - Strong ethical backbone

✦ iii. ASI Internal Committee Appointments

<b>Offered By:</b>	<b>Lisa Vittayarukskul</b>	<b>Seconded by:</b>	<b>Lily Tran</b>			
Motion to appoint Uriel Serrano to Legislative Affairs Committee						
<b>Vote Tally:</b>						
<b>All in Favor</b>	<b>ALL</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion:</b> Passed

- Uriel Serrano- Leg Affairs
  - Sasha Perez: He wants to be on Leg. He is an asset to organization. He was confused about previous position. I give him my recommendation.

<b>Offered By:</b>	<b>Ruth Ramos</b>	<b>Seconded by:</b>	<b>Lisa Vittayarukskul</b>			
Motion to appoint Nicholas Carrillo to Legislative affairs Committee						
<b>Vote Tally:</b>						
<b>All in Favor</b>	<b>ALL</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion:</b> Passed

- ✦ Sasha Perez:
  - Nick Carrillo did position last year
  - A lot of work involved
  - Definitely will workout
- ✦ Marcus Rodriguez: Nick Carrillo can serve on this committee as a student

Offered By:	<b>Nick Carrillo</b>	<b>Seconded by:</b>				<b>Sasha Perez</b>
Motion to appoint Nadia Sayed to Environmental Policy Commissioner						
<b>Vote Tally:</b>						
<b>All in Favor</b>	<b>ALL</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: Passed</b>

- ☛ Melanie Kim: Sent in her recommendation
  - Nadia Sayed want to be more involved to

Offered By:	<b>Nick Carrillo</b>	<b>Seconded by:</b>				<b>Sasha Perez</b>
Motion to appoint Alejandro Gamboa to Bylaws & Judicial Review Committee						
<b>Vote Tally:</b>						
<b>All in Favor</b>	<b>ALL</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: Passed</b>

- ☛ Felipe Romero: Alejandro Gamboa took initiative to read policy

Offered By:	<b>Sasha Perez</b>	<b>Seconded by:</b>				<b>Ruth Ramos</b>
Motion to appoint Michael Flores to Finance Committee						
<b>Vote Tally:</b>						
<b>All in Favor</b>	<b>ALL</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: Passed</b>

- ☛ Michael Flores: I would like to get more involved
  - 6 years Corp experience
  - Finance Experience

Offered By:	<b>Ruth Ramos</b>	<b>Seconded by:</b>				<b>Lily Tran</b>
Motion to give Executive committee authorization to appoint two students						
<b>Vote Tally:</b>						
<b>All in Favor</b>	<b>ALL</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: Passed</b>

- ☛ Bruce Varona: Important to have student representation on UAS Committee
- ☛ Sasha Perez: New policy regarding AB12
- ☛ Intef W. Weser: Executive Committee can vote but it will come back to BOD to ratify.
- ☛ Nick Carrillo: If it has to be ratified by board how can exec vote?
- ☛ Shane Vera: If Board doesn't ratify they cannot keep position
- ☛ Sasha Perez: Executive Committee is acting as a recommendation to board.
- ☛ Magali Espinoza-Cruz: If we vote that Executive Committee can vote members it comes back to Board of Directors for ratification
- ☛ Nick Carrillo: Different from what we do with Union Action: taken at UAS
- ☛ Shane Vera: hope If BOD gives approval they ratify at BOD
- ☛ Shane Vera: UAS meets 9/26/14
- ☛ Shane Vera: should do earlier next year
- ☛ Nicholas Carrillo: Agree with Sasha Perez but let's not set precedent

**IV. New Business**

- a. Biweekly and Workflow Ad-hoc Committee-** the BOD will discuss the creation of this committee, what its goals are, and find out who is interested.
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- ☛ Nicholas Carrillo- Leg Affairs Committee

**V. Discussion:**

**a. Leadership Training Follow Up-** the BOD will address any follow items regarding training.

- ✦ Marcus Rodriguez: we have more people that didn't go, complete assessment. We need everyone to complete Assessment
- ✦ Intef W. Weser: Strategic Plan: each area will have an opportunity. Workflow- we will assess work flow and bi-weekly
- ✦ Ruth Ramos: Biweekly easier to access
  - Online document
  - More Accessible to everyone
  - Trying to come up with template
- ✦ Nick Carrillo: Strategic Planning Goal Review is not regarding meeting
- ✦ Intef W. Weser: Work Flow and biweekly next Wednesday
- ✦ Welcome week Expectations
- ✦ Shane Vera: everyone wear A.S.I. CSULA apparel
- ✦ Be on walkway and interact with students
- ✦ Dean Truong: Welcome week Summer is collaborating with Ana Cora of CSI to make Welcome week exciting and fun and big
- ✦ Will work with Angel to get available schedule

**VI. Reports:**

**a. A.S.I. President: Shane Vera**

- ✦ Shane:
  - ✦ President Covino
    - Retreat
    - Vision statements
    - Exp of A.S.I.
      - Shared governance
    - Campus wide committee goals
    - President really like it
    - Music Festival – President Covino is in favor of Music Festival. He wants proper procedures followed.
    - Sustainability issues. Makes us look great. If we can do it at CSULA it would be great
    - Campus Kiosks
      - Lisa Chavez
      - AD Camp
    - Medical Conference
      - Showed interest
    - Customer Service
      - Secret shopper on campus
      - Not job threatening
      - Rather see where we need work
    - 24/7 study lab.
      - We have a study lab annex next to Salazar Hall. Has a Computer Lab.
    - Orientation Feedback
      - Overtime
      - Meet with Nancy to give ideas for orientation next year
    - UAS
      - Good at answering??? Without questions
      - Up to us to go to UAS to lower prices
    - Sasha Perez: Hesitation because they are an auxiliary
    - Sahsa Perez: Tail gates
      - Fresno state tailgates
      - President Covino in favor of Tailgates
      - We keep Negotiations
      - Cost to get diploma reprinted with minor included.
      - Will meet with President on a monthly basis.
    - Nicholas Carrillo: Printing of minor is possible
    - Shane Vera: will bring Alumni back to campus
    - Shane Vera: When you table ask students what you would like to ask President Covino.

- o Sasha Perez: President Covino first came he had that on the website
  - o Nick Carrillo: Should have already happened. He had said that he would meet with students.
- b. A.S.I. Vice President for Administration: Dean Truong**
- Dean Truong: Meeting 12-2pm (Friday)
  - 2 days to have events
  - Allocate 1 day to college reps
  - Contact with Microsoft
  - Business tech indicated how much to prepare for quote
  - Marcus Rodriguez: Calendar deadline end of Monday. Incorporated CSI's work & Housing
- c. A.S.I. Vice President for Academic Governance: Nicholas Carrillo**
- Nicholas Carrillo: replacing tiles in King Hall
  - Asbestos in every building
  - Appeal to more donors to fund more
  - Donors would take ownership with new items
  - Expanding shared governance with ITS
  - o ITS moving before approval
    - Physical Science 10 million to get modification
    - Invited to Fall Faculty Day. 9/22
  - o President Covino will have a Q&A
    - Intef W. Weser: They will set aside positions
    - Nicholas Carrillo: working with Magali Espinoza-Cruz to identify worst Wi-Fi areas of campus
    - Share governance meeting
- d. A.S.I. Vice President for Finance: Carina Kan**  
Carina: No Updates as of now
- Sasha Perez: Movie night @ El Sereno prior to that clean up
  - o "On US" campaign
  - o 9/5-9/9
  - o Sexual Harassment Encourage everyone to attend
  - o White House staffers asked to reach out
  - o National Voter Registration day 9/23
  - o Training to be registered voters.
  - o Certificate after training
    - Nicholas Carrillo: great opportunity to work registrar's office
    - Sasha Perez: Continue to recruit for Lobby Core
- e. A.S.I. Secretary/ Treasurer: Ruth Ramos**
- Ruth Ramos: All great ideas- remember them for Newsletter
  - Extend deadline to Friday by Midnight
  - Excited to transition biweekly to online
  - Meeting 3:30-4:30
  - Appointed to Vice chair SPC to write 5 year plan
- f. A.S.I. Board of Directors**
- g. A.S.I. Staff: Marcus Rodriguez, Dena Florez, Intef W. Weser**
- Intef W. Weser: Shane Vera and I will be sending you a form that will give information of what your college is doing
  - Marcus Rodriguez: College Reps meeting with Ashley. Rep at Large schedules your meeting with me. Marketing Ryan is available to help
  - Intef W. Weser: Business Card
  - o Name tags
  - o Predesigned
  - o Lanyards
  - o Clip badges
  - o Thursday mandatory MVP Sexual Harassments
    - Working Printers

- ✦ Shane: Give praise and credit where due.

**h. University Designee: Lelycia Gomez**

- ✦ Lelycia Gomez: Plug in for committees
  - o Academic Appels board
    - First Friday of each month
    - Subcommittee 3-4hours
- ✦ Intef W. Weser: Finance meeting tomorrow
- ✦ Nick Carrillo: Working on getting people to apply to committees
- ✦ Shane Vera: Welcome Week will also push to fill committees

<b>Offered By:</b>	<b>Ruth Ramos</b>	<b>Seconded by:</b>	<b>Lisa Vittayarukkul</b>			
Motion to Adjourn meeting at 5:33pm						
<b>Vote Tally:</b>						
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: Passed</b>

Associated Students, Inc.  
Board of Directors Meeting  
**Summary of Actions Taken**

I. Organizational Items:

**c. Approval of Agenda (action):**

<b>Offered By:</b>	<b>Nick Carrillo</b>	<b>Seconded by:</b>	<b>Lisa Vittayarukkul</b>			
Motion to approve the adoption of Agenda for Thursday, August 21, 2014 with said changes: IV. b. Strike the Bill of Rights IV. d. Strike Establishing quarterly transitional folders V. a. Strike SeaWorld from New Business						
<b>Vote Tally:</b>						
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: Passed</b>

**Offered By: Nick Carrillo**      **Seconded by: Karla Guardado**

Motion to Amend the main motion: Add: III. b. Action Item – Give Executive authority to approve 2 students to UAS committee at the next Executive Committee Meeting.						
<b>Vote Tally:</b>						
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: Passed</b>

**d. Approval of Minutes (action):**

<b>Offered By:</b>	<b>Norma Sierra</b>	<b>Seconded by:</b>	<b>Karla Guardado</b>			
Motion to approve the minutes for Thursday, August 7, 2014.						
<b>Vote Tally:</b>						
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: Passed</b>

VII. Action Items

- b. **Policy 014 Legislative Affairs Committee Code of Procedure-** the BOD will take action on the recommended policy changes from the Legislative Affairs Committee and approved by the Bylaws Committee.

<b>Offered By:</b>	<b>Bruce Varona</b>	<b>Seconded by:</b>	<b>Lisa Vittayarukkul</b>			
Motion to appoint Karina Kan to VPF						
<b>Vote Tally:</b> 9-2						

<b>All in Favor</b>	<b>ALL</b>	<b>Opposed</b>		<b>Abstained</b>		<b>Motion:</b> passed
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c. **Appointment for Vacant A.S.I and Campus Committee Positions-** Board of Directions will appoint individuals to the following vacant A.S.I. and student committee positions.

- i. University Wide Committee Appointment(s)
- ii. A.S.I. Internal Committee Appointment(s)
- iii. A.S.I. Commissioner Appointment(s)
- iv. A.S.I. Associated Justice(s)

<b>Offered By:</b>	<b>Ruth Ramos</b>	<b>Seconded by:</b>	<b>Dean Truong</b>
Motion to appoint Nicole McCue and Arlene * Faculty Policy Committee			
<b>Vote Tally:</b>	<b>Arlene: 1 Nicole: 10</b>		
<b>All in Favor</b>	<b>ALL</b>	<b>Opposed</b>	<b>Abstained</b>
			<b>Motion:</b> passed

iii. ASI Internal Committee Appointments

<b>Offered By:</b>	<b>Lisa Vittayarukskul</b>	<b>Seconded by:</b>	<b>Lily Tran</b>
Motion to appoint Uriel Serrano to Legislative Affairs Committee			
<b>Vote Tally:</b>			
<b>All in Favor</b>	<b>ALL</b>	<b>Opposed</b>	<b>None</b>
		<b>Abstained</b>	<b>None</b>
			<b>Motion:</b> Passed

<b>Offered By:</b>	<b>Ruth Ramos</b>	<b>Seconded by:</b>	<b>Lisa Vittayarukskul</b>
Motion to appoint Nicholas Carrillo to Legislative affairs Committee			
<b>Vote Tally:</b>			
<b>All in Favor</b>	<b>ALL</b>	<b>Opposed</b>	<b>None</b>
		<b>Abstained</b>	<b>None</b>
			<b>Motion:</b> Passed

<b>Offered By:</b>	<b>Nick Carrillo</b>	<b>Seconded by:</b>	<b>Sasha Perez</b>
Motion to appoint Nadia Sayed to Environmental Policy Commissioner			
<b>Vote Tally:</b>			
<b>All in Favor</b>	<b>ALL</b>	<b>Opposed</b>	<b>None</b>
		<b>Abstained</b>	<b>None</b>
			<b>Motion:</b> Passed

<b>Offered By:</b>	<b>Nick Carrillo</b>	<b>Seconded by:</b>	<b>Sasha Perez</b>
Motion to appoint Alejandro Gamboa to Bylaws & Judicial Review Committee			
<b>Vote Tally:</b>			
<b>All in Favor</b>	<b>ALL</b>	<b>Opposed</b>	<b>None</b>
		<b>Abstained</b>	<b>None</b>
			<b>Motion:</b> Passed

<b>Offered By:</b>	<b>Sasha Perez</b>	<b>Seconded by:</b>	<b>Ruth Ramos</b>
Motion to appoint Michael Flores to Finance Committee			
<b>Vote Tally:</b>			
<b>All in Favor</b>	<b>ALL</b>	<b>Opposed</b>	<b>None</b>
		<b>Abstained</b>	<b>None</b>
			<b>Motion:</b> Passed

<b>Offered By:</b>	<b>Ruth Ramos</b>	<b>Seconded by:</b>	<b>Lily Tran</b>
Motion to give Executive committee authorization to appoint two students			
<b>Vote Tally:</b>			
<b>All in Favor</b>	<b>AL:</b>	<b>Opposed</b>	<b>None</b>
		<b>Abstained</b>	<b>None</b>
			<b>Motion:</b> Passed

<b>Offered By:</b>	<b>Ruth Ramos</b>	<b>Seconded by:</b>	<b>Lisa Vittayarukskul</b>
Motion to Adjourn meeting at 5:33pm			



<b>Vote Tally:</b>						
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: Passed</b>

**CERTIFICATION**

Official Minutes taken for the **BOARD OF DIRECTORS MEETING** of the Associated Students, Inc, CSULA held on Thursday, August 21, 2014, 2014 in the University Student Union 303AB. Consensus by the A.S.I. Board of Directors on: Thursday, September 4, 2014

Prepared by:



**Dena Florez**  
**Recording Secretary**



**Ruth Ramos**  
**Secretary/Treasurer**

**CERTIFIED**