



Board of Directors Meeting Minutes

Thursday, November 5, 2015

Time: 3:30pm

Type of Meeting: Special

Location: U-SU Board Room, 303

Attendees: B.O.D. Members & General Public

I. Organizational Items:

Call to order by: Chair Samuel Garza, A.S.I. Vice President Administration

b. Roll Call

Ejmin Hakobian	President	<input checked="" type="checkbox"/> Ex Absent
Samuel Garza	Vice President for Administration	<input checked="" type="checkbox"/> Present
Nicole McCue	Vice President for Academic Governance	<input checked="" type="checkbox"/> Present
Antonio Canzona	Vice President for Finance	<input checked="" type="checkbox"/> Excused Late 4:27pm
Jason Fontenette	Vice President for External Affairs and Advancement	<input checked="" type="checkbox"/> Present
Joselyn Diaz	Secretary/ Treasurer	<input checked="" type="checkbox"/> Present
Megan Marie Dia	College of Health and Human Services Rep.	<input checked="" type="checkbox"/> Present
Cynthia Alvarez	College of Business & Economics Rep.	<input checked="" type="checkbox"/> Excused Late
Sean Weerasinghe	College of Business & Economics Rep.	<input checked="" type="checkbox"/> Present
Gregory Bates	College of Arts and Letters Rep.	<input checked="" type="checkbox"/> Present
Ashley Foskey	College of Arts and Letters Rep.	<input checked="" type="checkbox"/> Present
Tashebia Guyton	Charter College of Education Rep.	<input checked="" type="checkbox"/> Present
Karapet Karagezyan	College of Engineering, Comp. Science & Technology Rep	<input checked="" type="checkbox"/> Unexcused Absent
Brianda Chavez	College of Engineering, Comp. Science & Technology Rep.	<input checked="" type="checkbox"/> Unexcused Absent
Ethian Ting	Community Affairs Representative at Large	<input checked="" type="checkbox"/> Excused Absent
Jannah Mae	College of Natural & Social Sciences Rep.	<input checked="" type="checkbox"/> Present
Hanz Legaspi	College of Natural & Social Sciences Rep.	<input checked="" type="checkbox"/> Present
James Steele	Campus Affairs Representative At Large	<input checked="" type="checkbox"/> Excused Late 3:33pm
Frances Tsai	Chief Justice	<input checked="" type="checkbox"/> Present
Intef W. Weser	Executive Director	<input checked="" type="checkbox"/> Present
Letycia Gomez	University President's Designee	<input checked="" type="checkbox"/> Excused Absent
Marcus Rodriguez	Director of Programs and Leadership	<input checked="" type="checkbox"/> Present
Dena Florez	Office Manager of Administration & Services – RS	<input checked="" type="checkbox"/> Present
Guests of the Gallery		

c. Approval of Agenda:

Offered By:	Tashebia Guyton	Seconded by:	Joselyn Diaz			
Motion to approve the adoption of the Agenda for Thursday November 5, 2015						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

d. Approval of Minutes (action):

Offered By:	Tashebia Guyton	Seconded by:	Sean Weerasinghe			
Adoption of minutes for October 22,2015						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

II. Public Forum

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

None

III. Special Presentation:

IV. Action Items:

- a. **Finance Committee Funding Proposals-** The Board will take action on funding proposals approved at an official Finance Committee meeting held on Friday, October 30, 2015.
- i. This club will present before the BOD
- a) Indian student Association- Diwali- \$2,998.23

- Jannah Mae De La Cuesta: If you're looking for funding form, it's on tab 10.
- Joselyn Diaz: It says you are charging \$5 to enter. Therefore, students must pay for entrance?
- Club member: Yes.
- Jannah Mae De la Cuesta: Has there been any other fundraiser to help with your funding?
- Club member: We have an event on the 17th where we'll be having donations for our event. We will be using that money as well for our event.

Offered By:	Sean Weerasinghe	Seconded by:	Hanz Legaspi			
Motion to approve Indian Student Association Event for \$2,998.23						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

- ii. These allocations were under the \$1,000 requirement and were approved by the Finance Committee and can be approved in one action or multiple actions per the BOD's desire.

1. Financial Management Association= FMA Fundraiser- \$574.78

- Antonio Canzona: What happens is when you budget items to a budget is theoretically, every single transaction should go to BOD for approval. What the BOD does is that they make authorizations for different members of their organization along with their committees to make it more these transactions more efficient. What happened at the finance committee it was an unofficial meeting; they did not have the authorization so it goes to the BOD. At this point the BOD has to say the final say about these final charges. One change was made, for "Society of Women Engineers was taken out.
- o JSA all they wanted to do was keep the same amount, but to be applied towards pizza. So there will be two quotes for the pizza in which they wanted to exit out the Pepsi. Overall it's the same amount.
- Joselyn Diaz: I'd like to motion all of them in the sweeping motion.

Offered By:	Tashebia Guyton	Seconded by:	Antonio Canzona			
Motion to approve all changes.						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

Offered By:	Antonio Canzona	Seconded by:	Tashebia Guyton			
Motion to approve JSA Amendment to transfer amounts to be applied toward pizza. The total balance would not change.						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

2. Armenian Student Association- ASA Fundraiser- \$251.79
3. Armenian Association – ASA Fundraiser \$242.29
4. ALPFA- Pizza Sale- \$317.20
5. ALPFA- Pupusa Sale- \$ 470.83
6. American Society of Civil Engineers – ASCE bake sale - \$821.80
7. Student Dietetic Association Dietetic Internship Panel- \$204.74
8. League of Legends – League of Legends World Championship Viewing Party- \$ 882.90

9. Statement- National Writing Day - \$361.04
10. Chi Epsilon- Chi Epsilon Fundraise- \$200.17
11. Japanese Student Association- Japanese Student Association Pizza Sale- \$710.61

b. Purchasing Tablets – The Board will take action on approving the purchasing of tablets.

Offered By:	James Steele	Seconded by:	Sean Weerasinghe			
Motion to approve purchasing tablets						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

- ❏ Joselyn Diaz: What are the main focuses on the tablets, it'll make it easier for us to have all the information on the tablets instead of using up all this papers that we need to throw out. There are a lot of different things, that by getting tablets we will benefit from them. Tablets will be replacing our binders at our meetings.
- ❏ James Steele: If we are going to go ahead and get tablets. Have any thoughts been for getting cases for these tablets?
- ❏ Intef W. Weser: Yes. We will have them in cases. These tablets are for board, and committees.
- ❏ Tashebia Guyton: Will there be some contract, for the times we check them out?
- ❏ Intef W. Weser: Joselyn and I need to figure this out. When you all will log on and how you will be utilizing them. These will only be used for the meetings, however there will be some sort of contract if those who need it over the weekend to check them out and those that will, will be liable for any damages or replacement costs.
- ❏ Dena Florez: Would it be possible if they're going to vote about purchasing the tablets that there be a cap. Because they voted YES we are going to purchase it? I think the Board should look over this purchase.
- ❏ Intef W. Weser: We will be bringing to you all. We will go to the Finance Committee and take action on this; this will be priority number one. We will try to get any educational discounts whether it is apple or chrome book.
- ❏ Andre DeLeon: I know that you guys have been spending a lot of money printing on paper so one of the remedies that was suggested was to follow along on personal smart phones or laptops. In addition all materials can be projected onto screens so that the information is available to everyone.
- ❏ Joselyn Diaz: I think it's great to have Intef doing research on tablets, if everything totals up and we approve a certain amount of money we can proceed with the purchase there is no danger of going over a cap like mentioned by Dena.
- ❏ Jason Fontenette: So we are approving the idea of purchasing it?

Offered By:	Hanz Legaspi	Seconded by:	Tashebia Guyton			
Motion to table approval of purchase of tablets						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

c. Appointment for Vacant A.S.I. and Campus Committee Positions – Board of Directors will consider students for appointment to the following vacant A.S.I. and student committee Positions

i. A.S.I. Board of Director Appointment(s)

Offered By:	James Steele	Seconded by:	Joselyn Diaz			
Motion to appoint Luis Chavez as the College of Health and Human Services Rep.						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

- ❏ Luis Chavez: I am a senior graduating Spring, I have ASB experience in my high school and have experience in leadership with school decisions. I know Lilly served this position last year and told me about it and how much she learned last year.
- ❏ Megan Dia: How much time are you able to spend in the office and do you have enough time to do your hours?
- ❏ Luis Chavez: I can do way more than the two hours and I have Tuesdays and Thursdays open.
- ❏ Jannah Mae: The schedules is on there, however my question for you is what are your goals short term or long term?
- ❏ Luis Chavez : My short term goal I know from talking with students and working with SHAC to promote healthy snacks on campus and a couple people came up to me and I talked to them about the couple of options around school so a couple of them didn't know Salazar hall offered healthy alternatives. We just opened up one at king hall.
- ❏ Tashebia Guyton: I know that you are a part of SHAC and you have a lot of commitment to SHAC and I know that being at SHAC takes a lot of time and will SHAC interfere with your position of being a HHS representative?

- ❖ Luis Chavez: Previous quarters I juggled a fulltime work position and a full time work position and that helped me learn how to manage my time. I will never overwhelm myself because I know how much I can take.
- ❖ Joselyn Diaz: Some of the programs that you talked about deal with your major in public health. HHS is one of the biggest colleges at Cal State University Los Angeles and has the most impacted majors being Criminal justice and Nursing which is one of the biggest impacted majors in Cal State University Los Angeles. Are you aware of putting information programs and societies and clubs that represent overall the whole college and not necessarily to your major but know what's going on within the whole college.
- ❖ Luis Chavez: I know it encompasses nursing and I know it does a lot with nutrition as well and criminal justice and my department is not just community focused but it deals with a lot of things. Some people might be in fields and be unaware that it impacts the health field, and social work is part of that as well.
- ❖ Joselyn Diaz: I don't know if my question was too hard and I don't know if he didn't understand it or wasn't very prepared for my question, he was a great candidate but one of the things I would like everyone to keep in mind is that HHS is one of the largest colleges and has a majority of impacted majors and they oversee a lot of students so I want someone that has a vast knowledge of all the majors regardless of what major they are.
- ❖ Megan Dia: My problem with his application is that he is in SHAQ and that's a big issue because I feel that he won't be able to put in enough time and am worried he won't be able to handle it.
- ❖ Jannah Mae: Adding on to what Joselyn said if you apply for this position you need to be well rounded and aware of all majors and his availability is concerning, it seems like he is only available Monday and Wednesday, and when he did explain it he didn't seem confident.
- ❖ Nicole McCue: I've seen people juggle multiple things before such as Sean, and if he really wants the position, and it seems like he did but not everyone starts off confident. The full Board of Directors is very intimidating and once I got into the position I performed much better.
- ❖ Intef W. Weser: From a staff perspective, Ashley as well learned a lot in the position.
- ❖ Dena Florez: Ill also support Nicole and Intef, his schedule is already set and he probably already chose classes for next quarter but if he gets appointed some juggling can be done and he did say that he is experienced in multitasking. This is how you learn and I know Ashley is going to do a awesome job preparing him.
- ❖ Samuel Garza: I interviewed him yesterday and he did show up 30 minutes early and had to have him wait because I had another interview at the time. He was a very good candidate and the concerns are very valid, he didn't seem to know a lot about the college but he was willing to learn in this position. He did say he was available to juggle and available to sit on the board and on committees. This ultimately led me to recommend this individual to you all.
- ❖ Tashebia Guyton: I don't know him personally but when he has been in and out of the student health center to work on things that SHAQ has he seemed very dedicated to learn and give him a chance and we gave a lot of people a chance to show others proof so I say to give him a chance.
- ❖ Hanz Legaspi: I would like to point out that his application is very impressive and he seems very involved a lot on campus and SHAQ is a good example of that even though it is a big time commitment on campus. Additionally he is the only HHS rep candidate that has shown up since Megan.
- ❖ Joselyn Diaz: Next time if there is a recommendation I would appreciate it if they could have the application signed so that it is available for everyone to see and just as a question do we have any information on Rosa, and Evelyn Vargas?
- ❖ Intef W. Weser: You can see the dates that they applied and I believe we contacted Rosa and Luis on the last BOD but things got scheduled, Rosa and Evelyn did not respond and unfortunately they did not give a phone number and Evelyn has not responded to the email so we have reached out to her.
- ❖ Samuel Garza: Congratulations you have been appointed please take a seat on the Board of Directors.

ii. A.S.I. Internal Committee Appointment(s)

Offered By:	Nicole McCue	Seconded by:	Jannah Mae			
Motion to appoint University Wide Committee Appointment(s)						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

- ❖ Nicole McCue: James position is already filled, I didn't know this until the memos were sent out. So, there has been a major delay on memos so I don't know who has been appointed and there was a mix-up with last Board of Directors applications. Penelope wants to sit on EPC which is open. Kayla Thomas, I had a 50 minute interview with her and she is amazing and she is so ecstatic

about everything and I see her getting involved. Andre is applying for faculty policy committee because he feels that is more connected to his initiative and his connection to the Academic Senate. I am going to recommend everyone but James.

iii. University Wide Committee Appointment(s)

Offered By:	Nicole McCue	Seconded by:	Jannah Mae			
Motion to appoint A.S.I. Internal Committee Appointment(s)						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

- ❏ Joselyn Diaz: I know Alina, she was in A.S.I. last year and she is an amazing person just seeing her going for election and orientation committee and that's definitely something needed of right now.
- ❏ Intef W. Weser: We need 2/3 to get the vote passed for elections
- ❏ Samuel Garza: I recommend a Sweeping motion

Offered By:	Sean Weerasinghe	Seconded by:	Jannah Mae			
Motion to appoint A.S.I Internal Committee Appointment(s)						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

d. Budget Discussion Task Forces – Next Steps –

I. The Board will take Action on appointing members to the two Budget Discussion Task Forces.

i. A.S.I. Budget Priority Task Force – This task force will reaffirm / confirm, with the University, the power and authority of A.S.I. Finance Policies and Procedures 200-225. Auxiliary budgetary approval practices and protocol, and deliberate past A.S.I. Referendum obligations.

- ❏ Sean Weerasinghe: Anyone who wants to sit on the Committee should be allowed to and I would like to keep it open to anyone who is interested.
- ❏ Samuel Garza: Hanz would you like to have your committee be led by a team or have it be open?
- ❏ Hanz Legaspi: I would like to limit to 5 BOD Members.

Offered By:	Hanz Legaspi	Seconded by:	James Steele			
Motion to appoint BOD members to A.S.I. Budgetary Task Force						
Hanz Legaspi, Janna Mae, Gregory Bates, James Steele, Megan Dia						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

- ❏ James Steele: These two committees are in their early stages and is there any indication of when these meetings of deliberations are going to be taking place?
- ❏ Samuel Garza: That is up to the chair to set up a strict meeting time.
- ii. A.S.I. University Support Task Force – This task force will be charged with exploring, in conjunction with the Anna Bing Children's Center and UAS, a more sustainable funding model to be presented to the University.
- ❏ Samuel Garza: Congratulations you have been appointed please take a seat on the Board of Directors.

Offered By:	Hanz Legaspi	Seconded by:	Tashebia Guyton			
Motion to appoint BOD members to A.S.I. University Support Task Force -Joselyn Diaz, Tashebia Guyton, Jannah Mae						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

- ❏ Jason Fontenette: Are you preventing anyone from speaking on this committee as far as input or are you just managing it?
- ❏ Hanz Legaspi: No

- ❏ Joselyn Diaz: The dates haven't been stated when you meet, and I recommend you open this to more than just 5 because what if someone can't attend meetings in the future, so you aren't left with groups of 2 or 3. That's my recommendation so you have more people to fall in for support.
 - ❏ Marcus Rodriguez: That falls to the leader of that task force and I think this is a lot more work than policy. This is going to be a lot of research about the components into what it takes to run a center and this is going to be a lot of research into the center and the university and I have to encourage Hanz because it's up to what you delegate because this is a very robust committee.
 - ❏ Hanz Legaspi : I wanted to have a set member of BOD members for accountability purposes so if they join you can't just walk in and out and people are accountable for the tasks because it is a lot of work.
 - ❏ Jason Fontenette: Will there be updates to the BOD to those who aren't going to be sitting on it?
 - ❏ Samuel Garza: Updates will be given by the individual task forces.
 - ❏ Intef W. Weser: Once we clear it Committees will talk about how much they want to deal with in what kind of scope so whatever is recommended it will come back to the executive committee or finance and it will be approved by the board of directors.
 - ❏ Marcus Rodriguez: When you create these add drops, is it for the budget for next year?
 - ❏ Intef W. Weser: We need to have the budget for next year locked up and ready to present to the president 60 days prior to the end of the year. That is our marker for the budget conversation.
 - ❏ Nicole McCue: For none Board members, is the academic senator is interested can they sit on these meetings?
 - ❏ Hanz Legaspi: Yes.
 - ❏ Nicole McCue: I'll remove my name and see if we can get one of us to sit on one of these meetings.
 - ❏ Tashebia Guyton: Where is this children's senator to be determine? Are these people we are choosing on the Board? Or have they already been chosen from the senators?
 - ❏ Intef W. Weser: The president may delegate who we will determine to be a part of those meetings. We can get back to those questions after we delegate it and the president is present.
 - ❏ James Steele: As we all know the issue of the children's senator, looking at the people that are interested so far on the list. My gut instinct is having a mixture of people on both sides of the fence with this argument will be productive. Because if the committee has just one people on one side then we wouldn't be as successful. So we should try to move away from that and have both views.
 - ❏ Gregory Bates: Would these committee members be non-board members, or just committee members?
 - ❏ Samuel Garza: These committees will decide on themselves based on what is decided on the meeting.
 - ❏ Intef W. Weser: Since there is no codes of procedures the people will be able to vote at the meeting. Students will be the ones making these decisions.
- II. The Board will take action on expectation and limitations of the budget task forces.
- ❏ Samuel Garza: Chairs will make these decisions.

e. Shared Governance Committee Policy 023- The Board will take action on the suggested changes to the policy approved by the Share Governance.

Offered By:	Nicole McCue	Seconded by:	Jannah Mae De La Cuesta
Motion to approve Shared Governance Committee Policy 023			
All in Favor	ALL	Opposed	0
		Abstained	0
Motion: PASSED			

- ❏ Nicole McCue: Most of you were at shared governance, article 2 I changed myself to a non-voting member. I also made appointment member instead of elected member. In order for all of the senators to have equal opportunity we changed it to the second meeting.
 - For D we also made some changes. This makes sense to match up policies. Make sure you read those changes.
- ❏ Antonio Canzona: For article 2, section C all student representatives are appointment by BOD. Does that mean everyone has to go? Also, I'm not sure that in our Bylaws we need to attend these committees.
- ❏ Intef W. Weser: It does say all Board members to attend those meetings. The exceptions are the VPA, such as CSSA.
- ❏ Sean Weerasinghe. Question on committee report. So we are sending a committee report to you?
- ❏ Nicole McCue: you will send it to the senator and the senator will then send it to whoever it will pertain to. If your person is Andre then it's his responsibility to send it to myself and Joselyn. At the moment we are trying to get an excel sheet to see who sends them in or not.
- ❏ Antonio Canzona: In our Bylaws all the VP's they are required to go to personnel and executive as well as Finance. It does not say anything about these committees.

- ❖ Nicole McCue: It does say you are required to sit on one university wide committee.
- ❖ Intef W. Weser: The board of director's code of directors requires all board members to go. It does say you must attend at least one External committee. Bylaws refer to our codes of procedures.
- ❖ Jason: Shared governance is considered external?
- ❖ Samuel Garza: You must sit on an external committee and report back.
- ❖ Antonio Canzona: It should be changed in the Bylaws. Nowhere in the bylaws does it say we have to attend shared governance.
- ❖ Intef W. Weser: The Bylaws empowers the BOD cods procedures. We have also empowered shared governance.

f. **Shared Governance Committee Policy 024-** The Board will take action on the suggested changes to the policy approved by the Shared Governance Committee.

Offered By:	Sean Weerasinghe	Seconded by:	Tashebia Guyton			
Motion to approve Shared Governance Committee Policy 024						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

- ❖ Nicole McCue: This was created by Nicolas Carrillo last year. This is again it's an executive senate to the shared governance. Same way the Executive is to the Board of Directors. What this is is to get a more targeted area to focus on that specific area. On section 1 we made changes, we also put Intef as a non-voting member. We took committee incentives out as well
 - Article 4 I was discussing about senator's purposes. This breaks down what offices the senators need to sit on. The Goal is to meet at least twice a quarter, the membership is just myself, senator, general committee member, and one ASI officer the rest is faculty.

g. **AORMA Workers' Compensation Participation Agreement-** The Board will take action on the Auxiliary Organizations Risk Management Alliance (AORMA). AORMA Workers Compensation Participation Agreement and discuss the benefits approved by the Personnel Committee. AORMA was established through California State University Risk Management Authority (CSURMA) [http://www. Csurma.org/Pages/default.aspx](http://www.Csurma.org/Pages/default.aspx) to provide group purchase comprehensive business insurance coverages for the CUS's non-profit Auxiliary Organizations. Participation in the programs is voluntary. Coverages provided include liability, workers' compensation, property, crime, unemployment insurance, auto physical damage, participant accident insurance and miscellaneous coverages.

Offered By:	Joselyn Diaz	Seconded by:	Hanz Legaspi			
Motion to set up a Zero balance account for the payroll.						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

i. Participation Agreement

- ❖ Intef W. Weser: As full time staff and student staff. We are set up with payroll as the student union. Moving forward we will be having our own individual accounts for ourselves. The reason we are doing this is because we are under the Union. By setting up our own individual accounts we don't have to meet those individual guidelines and save a little, and why we need to set up these accounts and talk about our budget.

ii. Resolution- To Cover Volunteers.

- ❖ Intef W. Weser: In your agendas you will find the participation agreement. This was online as well, this is basically an agreement that we are setting up AORMA that is basically a company that manages insurance and insurance all of the auxiliaries in the CSU's systems in which we have over 93 auxiliaries so we all pull our money into this pool. If someone gets injured then we can use this money that we set up to cover those causes.
- ❖ Tashebia Guyton: Will this only be for the volunteers? I know you've mentioned we are setting up a separate group of volunteers for every college? Will it also cover volunteers that are not under a contract with ASI?
- ❖ Intef W. Weser: This first money is for the workers of ASI, this outlines all the given information about our participants. We will be giving those members information about any further injuries. The resolution behind that is for volunteers that states and declares that any volunteers will be covered like employees.
- ❖ James Steele: What is our exposure right now in relation to volunteer? Does this increase any pay?
- ❖ Intef W. Weser: We don't really have an active volunteer program. As we get more active, then we do have a limit of two per college. In the future we will see what is to be done if we have more active volunteers.
- ❖ Hanz Legaspi: What is the personnel recommendation and executive directors on to take action for this?

- Samuel Garza: We do have volunteers that do come through and we do have to have ground rules. Basically this establishes what the rules. Now that we have some guidelines that establishes what covers and what doesn't get covered. I do recommend this getting approved.

Intef W. Weser: I do recommended this as well.

Offered By:	Tashebia Guyton	Seconded by:	Hanz Legaspi			
Motion to approve AORMA Work compensation part of the agreement.						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

- h. Policy 106- Performance Appraisal-** The Board will take action on the recommended changes approved by the Personnel Committee and Bylaws and Sub-Committee.

Offered By:	Jason Fontenette	Seconded by:	Tashebia Guyton			
Motion to approve changes to Policy 106						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

- Samuel Garza: The office of the Dean of Students or Senior Associate President for office enrollment management will replace university assistant vice president for student affairs. It will be changed because we see roles have been changed on that end and we need to put the correct individuals to that area. If you look at 5.4.1 and 5.4.2 they have been added here and it says discussion of merit shall be discussed in closed session. The result of actions taken in closed session will be reported in the minutes. 5.4.2 Merit adjustment approved by the committee will be reported to the board of directors for consideration. If Merit adjustment is approved is different from what is considered written justification must be provided to the staffers. The reason this is being added is because we can see a lack of transparency in the end of the year appraisal of our professional staff and we need to make sure that they know what they did wrong if they don't get the merit increase, so they will be able to fix it. CSULA has been changed to Cal State LA for rebranding.

- i. Policy 117- Discipline Policy-** The Board will take action on the recommended changes approved by the Personnel Committee and Bylaws and Sub- Committee.

Offered By:	Jannah Mae	Seconded by:	Joselyn Diaz			
Motion to approve changes to Policy 117						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

- Samuel Garza: I recommend an amendment to the main motion to strike out personnel committee chair. The reason why we want to remove personnel committee chair and have it consultation with ASI president is because in an event that someone is being disciplined the correct chain of command is to report up instead of down and passing along the chain.

Jannah Mae: I agree.

Offered By:	Jannah Mae	Seconded by:	Jason Fontenette			
Motion to strike Personnel Committee Chair from Main motion						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

- Samuel Garza: In 5.3 the proposed changes, If there are any performance issues with the executive director, the ASI president and the office of the dean of students or senior associate, vice president of enrollment management should be notified. All disciplinary actions should be vetted designated HR representative. The reason the proposed change was added was because we needed more clarification in case we needed to know if more actions needed to take place an event , we want to make sure that student leaders are taking the correct course of actions and not setting us up for any lawsuits down the line.

Offered By:	Samuel Garza:	Seconded by:				
Motion to approve Policy 117 with approved changes						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

- j. Bylaws & Sub- Committee Cod of Procedure Policy 302-** The Board will take action on the suggested changes to the policy approved by the Bylaws and Sub- Committee.

Jannah Mae: I agree.

Offered By:	Sean Weerasinghe	Seconded by:	Hanz Legaspi			
Motion to approve changes to Policy 302						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

V. Discussion Items:

a. Professional Conduct – The Board will discuss expectations of A.S.I. Members at board meetings.

- ❖ Samuel Garza: The role of the chair is to facilitate discussion. It is not to be taken in offense. It is meant to maintain order and move smoothly. I believe it is the responsibility of board members to give their full attention meaning no cellphones or laptops unless to take notes.
- ❖ Joselyn Diaz: This meeting is going great; I think that the change that I did to people's seats made a little difference in how the meeting is going so we can sit around different people. Rude facial expressions are still going on and body language can hurt people's feelings and make them feel uncomfortable. I would like those who don't speak often to speak more.
- ❖ Tashebia Guyton: I think that it was very unprofessional of a few individuals because we all have room to grow and learn. I think it's very good that Jocelyn brought up this discussion. I think that we are all working together as one body and it's a good idea to stay off phones.
- ❖ Sean Weerasinghe: I agree having decorum is important especially in a vote or discussion so we do not discuss things after the vote with them so please maintain sanctity of meeting. Can we have official training to catch things or keep meetings on track?
- ❖ Joselyn Diaz: Is it possible to have a meeting that is unofficial with a fake agenda to use all of our parliamentary procedures to get others to see how things flow because we forget how to say things and phrases.
- ❖ Marcus Rodriguez: Maybe the terminology we use. We talk about training and we have the Parli Pro that goes through Agenda every single bit with explanation for the agenda. We can go with an online format so that there is a certification process so there is more meaning to make sure our parliamentarians are truly getting certified to the point of national associations.
- ❖ Sean Weerasinghe: It's good that those officials who do not share a meeting have an opportunity to see what it's like to see what goes into a meeting and gives them an opportunity to step up and feel included. Its good training because there is a lot of people who don't speak or don't vote and it gives people the ability to get involved and get active in a meeting to get them going.
- ❖ Nicole McCue: We should see what happens at the Board meetings and how we treat each other after the board meetings, we also need to distinguish business from personal affairs. I think we need to really make sure that what is discussed at the board meeting isn't going to affect what we do in a negative way because we have been brought down as an organization because of things that happened in board meetings. I just want to make sure we have a reminder that it's okay to disagree with each other.
- ❖ Jason Fontenette: To continue on what Marcus said, you weren't allowed to talk unless the individual speaking was certified, and I really like the idea that people need to be certified to do certain actions unless certified.

b. Candidate Requirement to Reapply – The A.S.I. President is proposing that any candidate who applies for a position should reapply after each BOD.

- ❖ Samuel Garza: Sometimes positions are not appointed and all the applications are carried over, for example the HHS applications were carried over but only one was interested.
- ❖ Nicole McCue: We need to use the discretion of the board. Things can happen and people don't like to reapply because they don't like to answer the same question repetitively. For example, the CCOE rep that didn't get the opportunity applied but didn't allow her to be appointed and it wasn't fair. The entire application process needs to be fixed.
- ❖ Sean Weerasinghe: I was in the meeting with Intef, Ashley, Ejmin, and Nicole, my feeling on this is that if someone doesn't show up to a meeting or interview they should be dropped, however I did not hear the other side. Knowing there may be a lapse in our ability to contact people on a timely basis isn't the other parties fault. I often hear people say they weren't contacted and in meetings we haven't been giving a solution on how to fix the problem. There needs to be accountability when people fill out forms, and I believe I was one of the persons recommending people come to the board.
- ❖ Ethian Ting: The application process is missing special votes on situations. I had to reapply 3 times when I applied because it's not something that can be copied and pasted and I was overseas and was not able to be contacted.
- ❖ Intef W. Weser: We are going to streamline the process and the people who have applied they will get an interview schedule so we have a drop in people being rushed.
- ❖ Tashebia Guyton: I want to know what happens if a person does apply on time and is interviewed and is brought up to the board and presented and I feel as though the process is pushed around and is not professional from beginning to end. I feel we have room to work on it and I don't have a appointed person because they have been pushed around.
- ❖ Joselyn Diaz: I would like to clarify the discussion should be about re-applying.
- ❖ Sean Weerasinghe: We need to look as a board if there is policy in place and we keep breaking policy to suit our needs then what is the point of having the broken policy. We need to consider how we act according to policy because we lost someone because we broke policy.
- ❖ Intef W. Weser: I think in particular with CCOE I think it was administrative because if someone doesn't have time or the energy to interview it shouldn't be a reason.

- ✱ Marcus Rodriguez: We should look at our corporation hiring policies and reapplication process. The stakes are high because of the application process, the university student union was able to make a case as ASI not having proper practices that were conducive to the appointment of two USU board members, that privilege was taken from ASI by vote to the USU boards so the stakes are very high when it comes to election practices here.
- ✱ Nicole McCue: We could do something to look at past applications.
- ✱ Dena Florez: It is important that students do not feel dismissed and that they are contacted by either phone or e-mail or any form as long as they have been reached out to.
- ✱ Tashebia Guyton: It is also okay to send out letters as well.

c. CSSA Dominguez Hills – Attendees for CSSA Dominguez Hills

- ✱ Samuel Garza: This is a great experience to witness CSSA and the advocacy that goes on for our students. I recommend people to attend but people should have a business mind set and it is not to have a personal tour but to grow as student leaders.
- ✱ Dena Florez: From a business standpoint 2 students are registered for CSSA which is the president and Antonio, 2 registered people are there, all are welcome to go on Saturday, I've never attended CSSA but there are a lot of meetings and registered people can participate in breakfast lunch and dinner. I will try to get a van for CSSA but student affairs will ask why a van for 2 people. If you try to go yourself you will not be reimbursed because you are going of your own volition.

VI. Reports:

a. A.S.I President: Ejmin Hakobian

- ✱ None

b. A.S.I Vice President for Administration: Samuel Garza

- ✱ Samuel Garza: Midnight madness was a great hit, we also had basketball game UCLA vs CSULA we sold all our tickets for the bus, the students that went also bought T-shirts, but our commissioners are still running on a low budget so please consider them fondly when the time comes.

c. A.S.I Vice President for Academic Governance: Nicole McCue

- ✱ Nicole McCue: I went to the academic senator meeting, and there is an academic senator retreat and I am attending and including the committee members who sit under the academic senate are also attending which means Alex, environmental policy, James and Ejmin was also invited. There will be a round table discussion of things happening in CSULA and we will be talking with Dr. Vogel. I split all the committee members under the appropriate senate member, so I delegated my power to the senators to make sure they are getting some management experience so their committee members are going to be receiving reports from them and their reports are going to be sent to Jocelyn and I and they will be working on specific committee issues together so they work as a strong unit. It's part of Shared governance initiative to pull in the committee members that aren't being involved.

d. A.S.I Vice President for Finance: Antonio Canzona

- ✱ Antonio Canzona: Long story short, in the past there was a vice finance co-chair and they removed it. I just wanted to allude to something that happened today that was wrong so, when they removed the position, in the by-laws, they did not remove it in the by-laws so it is still a BOD elected position. The VPF should still be able to recommend the position and it is still there, all they did was change the finance code of procedures but they did not change it in the BOD. To put it into terms the By-laws state it here and another. Policy was changed incorrectly and should be changed top down; it should have been changed in by-laws then in code of procedure. I think things are done incorrectly they didn't change it here they changed it incorrectly.

e. A.S.I. Vice President for External Affairs and Advancement: Jason Fontenette

- ✱ Jason Fontenette: Since I've been appointed it's been a lot of information gathering, I haven't been able to speak to James, I have run my first legislative affair committee tomorrow but as what I've done I got an email today about something we should pursue public wise. Perkins loan is something I've been thinking about going after. After tomorrow and our meeting tomorrow there will be more of that because there will be direction.

f. A.S.I Secretary/ Treasurer: Joselyn Diaz

- ✱ Joselyn Diaz: It's been very stressful week for GIA's and there have been complications with getting our money on time. We are looking to fix the financial aid problem because they need help and we can't demand for them to get an assistant. We can request for them to get an assistant but ultimately we need to ask them how ASI can help. Bi-Weeklies are due yesterday so please turn them in today if you haven't already done so and contact me otherwise if there is an emergency. Bi-weeklies are due by 12.

g. A.S.I. Board of Directors

- ✱ Sean Weerasinghe: From the cabinet of college reps, most of our events are wrapping up. We are planning on winter events already and are planning on winter initiative. We also have a town hall discussion panel. We also have a collaborative speakers series which we are really excited on a lot of different colleges coming together and getting different speakers so that's going on January 26-28 so we are all getting speakers and I know everyone is researching. We also have our resources convention coming out Nov. 18 and that is working with VPHE and their senators and I know some people aren't working on it and it bugs me

that they are being paid and aren't participating. It bugs me that we have to send out disciplinary emails but if people aren't pulling their own weight and if everyone else who is busy and coming to work can do it then people who are lagging should be held accountable.

h. A.S.I. Staff : **Dena Florez, Marcus Rodriguez, & Intef W. Weser**

- ✱ Dena Florez: I will be out of the office next week attending the NASPA Conference. I did address the computers with Diedre and Jonson to make sure all the computers print and only one that doesn't work at the Senators area. We are having a holiday party so check in with Sam for that.
- ✱ Marcus Rodriguez: I will be representing this group at NASPA on the advisory board so looking forward to some potential speaker series for part of our winter leadership training. Expect a full report from those who are attending we are going let you know about what workshops we did and have those notes available as part of our resources page. Program proposals are due on the 13th so three big meetings tomorrow and thank you for those who participated in voting this week that was important.

VII. Adjournment:

Offered By: Nicole McCue		Seconded by: Tashebia Guyton				
-Motion to Adjourn meeting at 5:58 PM						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

Associated Students, Inc.
Board of Directors Meeting
Summary of Actions Taken
Thursday, November 5, 2015

I. Organizational Items:

c. Approval of Agenda:

Offered By:	Tashebia Guyton	Seconded by:	Joselyn Diaz			
Motion to approve the adoption of the Agenda for Thursday November 5, 2015						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

d. Approval of Minutes (action):

Offered By:	Tashebia Guyton	Seconded by:	Sean Weerasinghe			
Adoption of minutes for October 22,2015						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

IV. Action Items:

- a. **Finance Committee Funding Proposals-** The Board will take action on funding proposals approved at an unofficial Finance Committee meeting held on Friday, October 30, 2015.

i. This club will present before the BOD

a) Indian student Association- Diwali- \$2,998.23

Offered By:	Sean Weerasinghe	Seconded by:	Hanz Legaspi			
Motion to approve Indian student Association Event for \$2,998.23						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

- ii. These allocations were under the \$1,000 requirement and were approved by the Finance Committee and can be approved in one action or multiple actions per the BOD's desire.

1. Financial Management Association= FMA Fundraiser- \$574.78

Offered By:		Tashebia Guyton		Seconded by:		Antonio Canzona	
Motion to approve all changes.							
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED	

Offered By:	Antonio Canzona	Seconded by:	Tashebia Guyton			
Motion to approve JSA Amendment to swap funds to be applied toward pizza. The total amount would not change.						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

b. **Purchasing Tablets** – The Board will take action on approving the purchasing of tablets.

Offered By:	James Steele	Seconded by:	Sean Weerasinghe			
Motion to approve purchasing tablets						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

Offered By:	Hanz Legaspi	Seconded by:	Tashebia Guyton			
Motion to table approval of purchase of tablets						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

k. **Appointment for Vacant A.S.I. and Campus Committee Positions** – Board of Directors will consider students for appointment to the following vacant A.S.I. and student committee Positions

i. A.S.I. Board of Director Appointment(s)

Offered By:	James Steele	Seconded by:	Joselyn Diaz			
Motion to appoint College of Health and Human Services Rep.						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

Offered By:	Samuel Garza	Seconded by:				
Motion to appoint Luis Chavez to College of Health and Human Services Rep.						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

ii. A.S.I. Internal Committee Appointment(s)

Offered By:	Nicole McCue	Seconded by:	Jannah Mae			
Motion to appoint University Wide Committee Appointment(s)						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

iii. University Wide Committee Appointment(s)

Offered By:	Nicole McCue	Seconded by:	Jannah Mae			
Motion to appoint A.S.I. Internal Committee Appointment(s)						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

Offered By:	Sean Weerasinghe	Seconded by:	Jannah Mae			
Motion to appoint A.S.I. Internal Committee Appointment(s)						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

d. **Budget Discussion Task Forces** – Next Steps –

i. The Board will take Action on appointing members to the two Budget Discussion Task Forces.

i. A.S.I. Budget Priority Task Force – This task force will reaffirm / confirm, with the University, the power and authority of A.S.I. Finance Policies and Procedures 200-225. Auxiliary budgetary approval practices and protocol, and deliberate past A.S.I. Referendum obligations.

Offered By:		Hanz Legaspi		Seconded by:		James Steele	
Motion to appoint BOD members to A.S.I. Budgetary Task Force Hanz Legaspi, Jannah Mae, Gregory Bates, James Steele, Megan Dia							
All in Favor		ALL	Opposed	0	Abstained	0	Motion: PASSED

- ii. A.S.I. University Support Task Force – This task force will be charged with exploring, in conjunction with the Anna Bing Children's Center and UAS, a more sustainable funding model to be presented to the University.

Offered By:	Hanz Legaspi	Seconded by:	Tashebia Guyton			
Motion to appoint BOD members to ASI University Support Task Force -Joselyn Diaz, Tashebia Guyton, Jannah Mae						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

- e. **Shared Governance Committee Policy 023-** The Board will take action on the suggested changes to the policy approved by the Share Governance.

Offered By:	Nicole McCue	Seconded by:	Jannah Mae De La Cuesta			
Motion to approve Shared Governance Committee Policy 023						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

- f. **Shared Governance Committee Policy 024-** The Board will take action on the suggested changes to the policy approved by the Shared Governance Committee.

Offered By:	Sean Weerasinghe	Seconded by:	Tashebia Guyton			
Motion to approve Shared Governance Committee Policy 024						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

- o Article 4 I was discussing about senator's purposes. This breaks down what offices the senators need to sit on. The Goal is to meet at least twice a quarter, the membership is just myself, senator, general committee member, and one ASI officer the rest is faculty.

- g. **AORMA Workers' Compensation Participation Agreement-** The Board will take action on the Auxiliary Organizations Risk Management Alliance (AORMA) . AORMA Workers Compensation Participation Agreement and discuss the benefits approved by the Personnel Committee. AORMA was established through California State University Risk Management Authority (CSURMA) <http://www.Csurma.org/Pages/default.aspx> to provide group purchase comprehensive business insurance coverages for the CUS's non-profit Auxiliary Organizations. Participation in the programs is voluntary. Coverages provided include liability, workers' compensation, property, crime, unemployment insurance, auto physical damage, participant accident insurance and miscellaneous coverages.

Offered By:	Joselyn Diaz	Seconded by:	Hanz Legaspi			
Motion to set up a zero balance account						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

Offered By:	Tashebia Guyton	Seconded by:	Hanz Legaspi			
Motion to approve AORMA Work compensation part of the agreement.						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

- h. **Policy 106- Performance Appraisal-** The Board will take action on the recommended changes approved by the Personnel Committee and Bylaws and Sub-Committee.

Offered By:	Jason Fontenette	Seconded by:	Tashebia Guyton			
Motion to approve changes to Policy 106						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

- i. **Policy 117- Discipline Policy-** The Board will take action on the recommended changes approved by the Personnel Committee and Bylaws and Sub- Committee.

Offered By:	Jannah Mae	Seconded by:	Joselyn Diaz			
Motion to approve changes to Policy 117						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

Offered By:	Jannah Mae	Seconded by:	Jason Fontenette			
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Motion to strike Personnel Committee Chair from Main motion						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

Offered By:	Samuel Garza:	Seconded by:				
Motion to approve Policy 117 with approved changes						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED



- j. **Bylaws & Sub- Committee Cod of Procedure Policy 302-** The Board will take action on the suggested changes to the policy approved by the Bylaws and Sub- Committee.

Offered By:	Sean Weerasinghe	Seconded by:	Hanz Legaspi			
Motion to approve changes to Policy 302						
All in Favor	ALL	Opposed	0	Abstained	0	Motion: PASSED

VII. Adjournment:

Offered By:	Nicole McCue	Seconded by:	Tashebia Guyton			
-Motion to Adjourn meeting at 5:58 PM						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

CERTIFICATION

Official Minutes taken for the **BOARD OF DIRECTORS MEETING** of the Associated Students, Inc, Cal State Los Angeles held on Thursday, November 5, 2015 in the University-Student Union 303AB. Approved by the A.S.I. Board of Directors on: Thursday, November 19, 2015

Prepared by:

Dena Florez
Recording Secretary

Joselyn Diaz
Secretary/Treasurer