



Bylaws/ COP Subcommittee Meeting

Minutes

Tuesday, April 5, 2016
 3:15 pm - 4:30 pm; A.S.I. Conference Room U-SU 203
 Attendees: Judicial Review Committee & General Public

I. Organizational Items:

a. Call to Order

The meeting was called to order at 3:22 PM.

b. Roll Call

Frances Tsai	Chief Justice	<input checked="" type="checkbox"/> Present
Joanna Tien	Associate Justice	<input checked="" type="checkbox"/> Present
Salvador Alejo III	Associate Justice	<input checked="" type="checkbox"/> Excused Late 3:23 PM
Vacant	Associate Justice	
Alejandro Gamboa	Student Representative at Large	<input checked="" type="checkbox"/> Present
Vacant	Elections and Orientation Commissioner	
Megan Marie Dia	Board of Directors Representative	<input checked="" type="checkbox"/> Present
Dr. Gar Culbert	Faculty Member (Pending Approval)	<input checked="" type="checkbox"/> Present
Ashley Joseph	Programs Coordinator	<input checked="" type="checkbox"/> Excused Absent
Intef W. Weser	Executive Director	<input checked="" type="checkbox"/> Present
Letycia Gomez	University President's Designee	<input checked="" type="checkbox"/> Excused Absent
Guests of the Gallery	• Antonio Canzona	

c. Approval of Agenda (action):

➤ Additional Notes (if necessary)

Offered By: Salvador A.	Seconded by: Megan D.
Motion to approve the adoption of Agenda for Tuesday, April 5, 2016.	
Discussion:	
<ul style="list-style-type: none"> Friendly amendment to add Discussion Item C Policy 114 Grievance Process. The policy was approved by Personnel but was not submitted to Frances in time for Action. 	
Vote Tally:	
All in Favor: ALL	Opposed: 0 Abstained: 1 Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

d. Approval of Minutes (action):

➤ Additional Notes (if necessary)

Offered By: Alejandro G.	Seconded by: Salvador A.
Motion to approve the adoption of Minutes for Tuesday, March 1, 2016.	
Discussion:	
Vote Tally:	
All in Favor: ALL	Opposed: 0 Abstained: 0 Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

II. Public Forum/Announcement:

This time is allotted for members of the public or representatives to make announcements to the Bylaws Committee members.

a. None.

III. Action Items

- a. **Policy 218 Finance Committee Referendum Guidelines** – The committee will take action on suggested changes to the policy.

Offered By: Joanna T.	Seconded by: Alejandro G.
<p>Motion to approve Policy 218.</p> <p>Discussion:</p> <ul style="list-style-type: none">• Frances: See Tab 1 and behind the Agenda. I'll go through the changes: what you see highlighted is an additional change Antonio made after the Finance Committee approved the policy. All other changes were made during Finance Committee and were approved by the Finance Committee. As you can see, under number one referendum guidelines, there is something called "Authority 3 notice", and the authority system was discussed at previous meetings. My suggestion was to take it out for now until the authority level system is approved and put into Bylaws and then after that we will be able to indicate authority level either through a section or through numbering. We still have to figure that part out.• Antonio: Can I talk about what I recommended?• Frances: You can say your recommendations but we can't approve it. We can give you feedback.• Antonio: Ok, so there's an executive order that we have to follow, and according to that executive order I made updates. I will recommend those changes to the Board and it's just structural.• Frances: He added quotation marks because they were direct phrasing from the executive order or education code. Those are not significant enough to have to go through Finance, but the other changes do need to go back through Finance for them to review and improve.• Antonio: So the reasoning why I put that was because of the executive order - it said I had to meet with the Academic Senate. Finance didn't approve it but the Board still can.• Frances: But there is no support. We can offer our thoughts on it.• Intef: We should not slip things in because it just creates more confusion for the Board, so we should not even show that to them.• Frances: That is also the reason why we have sub-committees and committees to delegate the work. In terms of referendums, is it only applicable to student fees, or is it any type of referendum?• Intef: Other areas can do a referendum, but they would not go through us.• Frances: 118 makes me expect it to cover all types of referendums, but instead it just covers student fee referendums, which is confusing.• Intef: This is just for student fees. This is just our referendum.• Antonio: I think she is saying that the title implies that it is all referendums, but the purpose is actually different.• Frances: So it would just come out of student body fees? I don't want to change the title, but I was just asking.• Antonio: The executive order contends that consultation is provided by ASI, and it just provides a policy where they can have a consultation with us. Without this policy, people would say that they just went to the Board, but they actually have to go through a process. After consultation, we will be sending our proposal to the campus fee advisory committee.• Intef: Did you guys take out the authority?• Frances: Yeah. There was a stipulation about the non-voting of the chair, was that clarified?• Intef: We did not talk to the lawyer.• Frances: I'll note it in my memo. I am a voting member on JRC, but I only vote in case of a tie.• Intef: You are the only situation where this happens.• Antonio: The chair can actually vote to make the tie. To pass, it would have to be 50% plus one, and he can make the tie and cancel the vote. He does have the obligation by Robert's Rules (R.R) to give his input. It only matters when there is a tie.• Intef: That's R.R., but our policies are what they are. We need to follow our policies.• Joanna: Our policies override R.R.?• Intef: Yes.• Antonio: I agree, if it's only R.R., our policies will override, but I will make sure.• Frances: I will leave that part as is and give you time to clear that up. Leave it as is until it gets clarified.• Intef: I disagree and suggest you make the change so that it's consistent with our policies.	

- Frances: We need to add the language to make it clear that the chair can only vote during a tie. Where shall we add the phrase "shall vote in the event of a tie"? In the sub-heading?
- Antonio: What about just in parenthesis?
- Frances: We will go ahead with those, and in terms of forwarding this to the BOD, all non-highlighted non-parenthetical items will be reviewed.
- Antonio: We don't have to go through that bureaucracy again.
- Intef: It's for transparency.
- Frances: I think it's okay to go as planned.
- Megan: Just figure it out before you send it in.
- Intef: Yeah, nothing in here is time-sensitive.
- Frances: Not a majority of the Board is Finance, and you need to accommodate that.
- Antonio: How about you just approve the changes you see fit without my recommended ones, and I will do another one with my recommended ones?
- Frances: The last time we did that it was a disaster. All of our committees should contribute to the process. We should approve our said changes and I will remove the highlighted portions, except for the parentheses.

Vote Tally:						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED

IV. Discussion

- a. **Policy Redesign: Codes of Procedure** – The Bylaws committee will discuss and delegate redesigning and reorganizing A.S.I. Codes of Procedures to members of the committee.

- Frances: I'm still working on the policy redesign, like I mentioned before. Since I do have a lot of projects that I am finishing up before I graduate this quarter, my goal is just to have it set up for the next administration to approve. And in terms of the authority level system - Antonio, I would recommend that you write a packet discussing the authority level system and why you would like to have it implemented, what the long term benefits are, and to get our support as Bylaws Committee on that, and then I would be able to put that as an action item. We would not only have the Bylaws but also go to Executive for their support, and then to BOD with the changes.
- Antonio: Can I send you something?
- Frances: Something in one file. That would be easiest. Make sure you don't just go to Bylaws and that you go to Executive because that is the committee that will be making the changes into the Bylaws, correct?
- Antonio: No, the board has a 2/3rds vote.
- Intef: I mean, if it's a system change, getting it sent here to Bylaws so we can be clear about it, it can be easy to say "okay, this will make our lives easier and make it easier for people to understand our codes," then we give a recommendation to each committee to implement and change this structure. I like the idea of putting the dates and times at the bottom of the policy history. That makes sense; it's a little cleaner. We are going to be changing the order of them anyways, or the numbering.
- Frances: I suggest that since having it said "authority level 3" at the top of each policy, that it would add up in terms of pages for all of our policies, so if we could implement that number into the policy number, it might alleviate some space, but I wasn't sure exactly because it will look really messy, too.
- Intef: So I think when it comes to bringing a proposal, we can be a little clearer.
- Frances: Yeah, I think different samples of the numbering in terms of policies, in terms of table of contents, like ordering the policy - that way we see a sample of what the numbering looks like, that would help. It is more complete, and we can just see a nice presentation of it.
- Antonio: I just wanted to mention, the reason why authority level is mentioned at the top, and I want to propose that it is mentioned in every policy, is because every law mentions the authority at the top. Also, a lot of our policies are not uniform, I don't know why, They started creating more policies. Authority is mentioned in the top of the BOD Codes of Procedures, and I want it to be uniform. I'll do a little proposal for the whole thing, and how it incorporates with your [Frances's] idea of a numbering system. It fits perfectly, I'll describe it later.

Associated Students, Inc.
Bylaws/COP Subcommittee Meeting
Summary of Actions Taken
Tuesday, April 5, 2016

Organizational Items

a. Approval of Agenda (action):

Offered By:	Salvador A.	Seconded by:	Megan D.		
Motion to approve the adoption of Agenda for Tuesday, April 5, 2016 with said friendly amendments.					
Vote Tally:					
All in Favor:	ALL	Opposed:	0	Abstained:	1
Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED					

b. Approval of Minutes (action):

Offered By:	Alejandro G.	Seconded by:	Salvador A.		
Motion to approve the adoption of Minutes for Tuesday, March 1, 2016.					
Vote Tally:					
All in Favor:	ALL	Opposed:	0	Abstained:	0
Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED					

Action Items

a. Policy 218 Finance Committee Referendum Guidelines – The committee will take action on suggested changes to the policy.

Offered By:	Joanna T.	Seconded by:	Alejandro G.		
Motion to approve Policy 218 with said changes.					
Vote Tally:					
All in Favor:	ALL	Opposed:	0	Abstained:	0
Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED					


Adjournment

Offered By:	Alejandro G.	Seconded by:	Megan D.		
Motion to adjourn the meeting at 4:10 pm .					
Vote Tally:					
All in Favor:	ALL	Opposed:	0	Abstained:	0
Motion: <input checked="" type="checkbox"/> PASSED <input type="checkbox"/> FAILED					

VII. CERTIFICATION

Official Minutes taken for the **BYLAWS COMMITTEE MEETING** of the Associated Students, Inc., Cal State L.A. held on Tuesday, April 5, 2016 in the A.S.I. Conference Room, U-SU 203. Approved by the A.S.I. Bylaws Committee on: Tuesday, April 19, 2016.

Prepared by:



Joanna Tien and Frances Tsai
 Recording Secretary and Committee Chair

Confirmed by:



Ejmir Hakobian
 President