



Cabinet of Academic Senators & Shared Governance Committee Meeting Minutes

Thursday, September 1, 2016

Time: 3:30 PM – 5:30 PM

Location: U-SU Board Room #203

Attendees: Committee Members & General Public

Type of Meeting: General

I. Organizational Items:

a. Call to Order

Called to order by John Martinez at 3:36 PM

b. Roll Call

John Martinez	<i>Vice President for Academic Governance (VPAG)</i>	<input type="checkbox"/> Present
Kayla Stamps	President	<input type="checkbox"/> Excused Late 4:33 PM
Leopoldo Saldana	Vice President for Administration	<input type="checkbox"/> Present
Timothy Achinger	Vice President for Finance	<input type="checkbox"/> Excused Late 4:33 PM
Marcos Montes	Vice President for External Affairs and Adv.	<input type="checkbox"/> Present
Bonnie Lee	Secretary/Treasurer	<input type="checkbox"/> Present
Alex Zhao	Campus Affairs Rep-at-Large	<input type="checkbox"/> Present
Nathan Lee	Community Affairs Rep-at-Large	<input type="checkbox"/> Present
Michael Acevedo	College of Arts & Letters Rep. – Communications Board	<input type="checkbox"/> Present
Michelle Macias	College of Arts & Letters Rep.	<input type="checkbox"/> Excused Absence
Adam Rteimeh	College of Business & Economics Rep. – B&E Resource Allocation Committee	<input type="checkbox"/> Present
Shirali Shah	College of Business & Economics Rep. – B&E Graduate Studies Committee	<input type="checkbox"/> Present
Donovan Lindo	Charter College of Education Rep. – OSD Presidential Advisory Committee	<input type="checkbox"/> Excused Absence
Vacant	Charter College of Education Rep.	VACANT
Marvin Soltero	College of ECST Rep.	No Appointed Com
Alexander Pedroza	College of ECST Rep.	No Appointed Com

Kendra Glade	College of Health and Human Services Rep.	<input type="checkbox"/> Present
Vacant	College of Health and Human Services Rep.	VACANT
David Zitser	College of Natural & Social Science Rep. – Food Insecurity/Displaced Students Task Force	<input type="checkbox"/> Present
David Garcia	College of Natural & Social Science Rep.	No Appointed Com
Elizabeth Lechholz-Zey	Elections & Orientation Commissioner – Alcohol and Drug Awareness Committee	<input type="checkbox"/> Absent
Matthew Hu	Undergraduate Academic Senator – Fiscal Policy Committee	<input type="checkbox"/> Present
Elise Dang	Undergraduate Academic Senator – Education Policy Committee	<input type="checkbox"/> Present
Leslym Mendez	Undergraduate Academic Senator – Academic Advisement Subcommittee (Undergraduate)	<input type="checkbox"/> Present
Joseph Shichuan Li	Graduate Academic Senator – University Academic Appeals Board Committee, Curriculum Sub-Committee	<input type="checkbox"/> Present
Vacant	Graduate Academic Senator	VACANT
Michael Acosta	Student at Large – Student Grievance Committee	<input type="checkbox"/> Absent
Rachel Duffy	<i>JRC Representative (non-voting)</i>	<input type="checkbox"/> Present
Intef W. Weser	<i>Executive Director (non-voting)</i>	<input type="checkbox"/> Present
Marcus Rodriguez	<i>Director of Programs and Leadership (non-voting)</i>	<input type="checkbox"/> Present
Guests of the Gallery	Jeovany Aguilar	

c. Approval of Agenda (action):

Offered By:	Shirali Shah	Seconded by:	Adam Rteimeh			
Motion to approve the adoption of Agenda for <u>Thursday, September 1, 2016.</u>						
All in Favor	All	Opposed	0	Abstained	0	Motion: PASSED

d. Approval of Minutes (action):

✚ Suspended

II. Public Forum/Announcement:

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

✚ -NONE-

III. Reports

a. Vice President for Administration Governance – John Martinez

- Met campus organization NSCLS and decided to collaborate where ASI presents a meeting. Past Board of Directors, we have appointed people to committees and we need to ensure every committee runs smoothly and are able to receive and send minutes about what the committee agendas.

b. Undergraduate Academic Senator Reports – Elise Dang

- Tuesday had Academic Senate meeting and discussed new policies for spring term such as eliminating grace period of 1 term for graduates, when graduates fail to graduate by date stated, need to reapply, and capping students' enrollment based on faculty, course, and class size.
- Appointing people to subcommittees.
- There's a graduate studies subcommittee available.

c. Undergraduate Academic Senator Reports – Leslym Mendez

- Same report as Elise Dang and adds that she wants to inform students on policies passed and informally survey reaction.

d. Graduate Academic Senator Reports – Joseph Shichuan Li

- Attended same meeting as Elise Dang and Leslym Mendez
- Met with Dean and Coordinator of Graduate Studies and wants students to be connected because graduate students located in unused, nonvisible locations, i.e. Library basement.
- Establish Graduate Student Association with university recognition and wants A.S.I. to promote Graduate Student Association Facebook page and Graduate Information
- Grad Center has international peer mentor program which connects international students with local student and JL proposes ASI fund to expand program. A coordinator will be appointed soon. Also wants to host study fest for midterms and finals and needs A.S.I. funding. Can provide bluebooks, scantrons, coffee, and snacks for graduate center.
- Propose putting student on Faculty Tenure Committee since tenure needs 3 aspects of service, scholarship, and teaching area. Student are not allowed on committee since may not be well informed on faculty matters but JL feels student should have input in tenure selection since it influences student's professor quality.

e. Undergraduate Academic Senator – Matthew Hu

- Regarding grace period being removed after graduation, there were criticism that it'll burden students and faculty. Interested in learning and talking more about this policy.
- Next week there is Fiscal Policy and agenda items include electing new chair and overview budget

f. Committee Representative Report – Shirali Shah

- Been communicating with committee members when to meet and hasn't met yet because looking at everyone's schedule for availability. Possible meeting next week and this meeting doesn't meet often unless necessary.

g. Committee Representative Report – Michael Acevedo

- As college representative, working on NBC initiative and spoke with Arts and letters faculty to allow students to come to NBC President's speech.
- For committee, still need to look for committee members, from faculty and students, in order to meet quorum and meet up. Difficult to have committee.
- Joseph Li: How to promote Graduate Student Association with A.S.I.?
- Intef W. Weser: Contact Gus or student position, Web and Social Media, to connect and promote.

h. Committee Representative Report - David Zitser

- In Environmental Policy Committee, chair is delegating tasks to committee members, considering whether to apply for Greenovation Fund, and creating a plan for fall semester.
- Food and Security/Housing Displacement will meet in 2 weeks.
- Intef W. Weser: Incorporating internal committee information is great, but Shared Governance Committee focuses primarily on Campus Wide Committee reports.
- Matthew Hu excused at 3:58 PM.

IV. New Business

a. Review Codes of Procedures
i. Read Article I

- John Martinez: How does people feel about increasing student fees?
- Michael Acevedo: Increasing it is beneficial to A.S.I. Policy aside, CSULA has the lowest student fees in all the CSU schools and in increasing student fees, and it may incur a backlash.
- Joseph Li: I agree with Michael. Need to have a plan before increasing fees.
- Shirali Shah: Other CSU schools has a higher fee. In comparison, other schools who are also small and a commuter school has a higher fee and also more student who stay on campus.
- Marcos Montes: Clarification, which student fees are we discussing?
- John Martinez: A.S.I. fees.
- Elise Dang: Not sure fees discussion is relevant.
- Intef W. Weser: A.S.I. fees are for Finance Committee.

- ✦ Marcus Rodriguez: This committee can focus more on how campus wide fees are used responsibly, which include student success fees, not only on A.S.I. fees. We have the ability to assess fees are used as stated, avoid redundant use and other malpractices by being vigilant. Campus wide fees can be brought up to their respective committees to be discussed but the A.S.I. student fees are for Finance Committee.

Intef W. Weser: Presentation about fees will be available at a later date.

- ✦ David Zitser: In the policy, Article I, what is "Review, research..." that academic senators needs to address?
- ✦ Intef W. Weser: Some examples include graduation changes where it may impact students. Students can bring up the issue and address it as a group. Our responsibility is to represent the student voice at the committees we are a part of and have reports.
- ✦ Marcus Rodriguez: It's to report and also share information from the committees to the students.

ii. Read Article II

- ✦ Intef W. Weser: Whoever serves as Vice Chair and take minutes, can get service hours.
- ✦ John Martinez: Anyone interested as serving as Vice Chair in Shared Governance?
- ✦ Elise Dang: I am.
- ✦ Leopold Saldana: Am I part of the committee, because under membership, it doesn't mention any specific Board of Director positions.
- ✦ David Zitser: Anyone part of any external committee are a member of this meeting.
- ✦ Leslym Mendez: How to volunteer for Vice Chair?
- ✦ Intef W. Weser: Let the Chair know outside the meeting unless there is competition. When there are multiple volunteers, we'll briefly discuss it.

iii. Read Article III

- ✦ Michael Acevedo: Under section 4, letter B, how are people assigned to Academic Senators and how are reports submitted?
- ✦ Shirali Shah: In order for John Martinez, A.S.I. VPAG, to understand the on goings of external committees, he will delegate students who are external committee members to report to Academic Senators. Then, the Academic Senators will report back to the VPAG.
- ✦ Elise Dang: How to write and submit report to VPAG?
- ✦ Intef W. Weser: It will be reviewed later on as an agenda item.
- ✦ Shirali Shah: Academic Senators report to VPAG. Committee members report to Academic Senators.

iv. Read Article IV

- ✦ Michael Acevedo: Does Shared Governance Committee still meet 2-3 times? I am asking because we have converted from quarter to semester system.

- Intef W. Weser: Since we are in semester system, Shared Governance Committee will meet 4 times.

v. Read Article V

- Elise Dang: Is September 29, 2016, a Board of Director's meeting date?
- Shirali Shah: No, it is not a meeting date for Board of Directors. Shared Governance Committee and College Representatives meetings are on the same day, not Board of Directors.
- David Zitser: How do College Reps who are part of SGC balance going to SGC and College Reps meeting?
- Intef W. Weser: SGC and College Reps meeting times do not conflict. They meet at different times.

vi. Read Article VI and Article VII

- John Martinez: After each external committee, committee members have 3 days to turn in their reports of their respective committees to VPAG. Otherwise, there will be consequences.
- Shirali Shah: How do you want the committee reports submitted? Online? A suggestion to verify attendance of committee members is to require committee members attach the minutes to their report upon submission.
- Michael Acevedo: Do we need to submit reports for SGC?
- Intef: No, all internal committees have a recording secretary taking minutes to prove your attendance, including SGC.
- John Martinez: Report forms will be sent out at a later time. Please email reports to VPAG.
- Intef W. Intef: Provide well written reports as they will be archived and shared with other students.

V. Discussion

a. Committee Incentive Expectations

- Intef W. Weser: Verification form is for committee members, not for internal A.S.I. members. There's a \$25 per meeting attended incentive, as long as they attend 70% of the SGC meetings. Verification form is due Friday before Finals week. The Chair signs and date the Verification Form. Once turned in, there is about a 7 day turnaround where the form will be processed.
- Bonnie Lee: Is the incentive applicable only for internal or campus wide committees?
- Intef W. Weser: Both committee types are eligible for incentive. The difference is that internal committee members don't need to submit a report but external committee members do. VPAG will work with the Academic Senators to gather information about the committees.
- David Zitser: For Board of Director members, would attending additional committees be eligible to also get the Verification Form's incentive?
- Intef W. Weser: This will need to be discussed with Kayla, Bonnie, and I once discussed, we can define Service Hours or provide extra perks.
- David Zitser: For external meetings that do not meet biweekly affect the Grant-In-Aid (GIA)?

- Bonnie Lee: As Secretary/Treasurer, I can assure you it will not affect the GIA. I understand that certain external committees do not meet regularly and will not penalize you for it as long as you are appointed to that specific committee.
- Intef W. Weser: Our goal is to recruit students to sit on all available committee student positions.

VI. Discussion

a. Academic Senate Executive Committee 4:40 PM

Offered By:	Marcos Montes	Seconded by:	Michael Acevedo			
Motion to recess for 5 minutes.						
All in Favor	All	Opposed	0	Abstained	0	Motion: PASSED

- Resumed at 4:46 PM.

i. Nancy Warter-Perez, Academic Senate Chair, 2014-2017 presents Senate 101.

- Bonnie Lee: How long are the terms to serve on external committees? And if a committee member is no longer part of A.S.I, are they still part of the external committee?
- Shirali Shah: The student serves for the academic year once appointed. If student is no longer part of A.S.I., they can still be part of the external committee as a student committee member.
- Marcos Montes: After reading through the policy, I discovered I am exempted from this committee.
- Leopold Saldana and Marcos Montes excused @ 5:25PM.
- Joseph Li excused @ 5:29PM.

b. Provost Lynn Mahoney 5:40 PM

Offered By:	Kendra Glade	Seconded by:	Michael Acevedo			
Motion to recess until 5:40 PM.						
All in Favor	All	Opposed	0	Abstained	0	Motion: PASSED

- Resume Session at 5:40 PM.

VII. Adjournment

Offered By:	Adam Rteimeh	Seconded by:	Shirali Shah			
Motion to adjourn the meeting at 5:50 PM.						
All in Favor	All	Opposed	0	Abstained	0	Motion: PASSED

- Adjourn at 5:50 PM.

Associated Students, Inc.
Executive Committee Meeting
Summary of Actions Taken
Friday, August 8, 2014

I. Organizational Items:

c. Approval of Agenda (action):

Offered By:	Shirali Shah	Seconded by:	Adam Rteimeh				
Motion to approve the adoption of Agenda for <u>Thursday, September 1, 2016.</u>							
All in Favor	All	Opposed	0	Abstained	0	Motion:	PASSED

VI. Discussion

a. Academic Senate Executive Committee 4:40 PM

Offered By:	Marcos Montes	Seconded by:	Michael Acevedo				
Motion to recess for 5 minutes.							
All in Favor	All	Opposed	0	Abstained	0	Motion:	PASSED

b. Provost Lynn Mahoney 5:40 PM

Offered By:	Kendra Glade	Seconded by:	Michael Acevedo				
Motion to recess until 5:40 PM.							
All in Favor	All	Opposed	0	Abstained	0	Motion:	PASSED

VII. Adjournment

Offered By:	Adam Rteimeh	Seconded by:	Shirali Shah				
Motion to adjourn the meeting at 5:50 PM.							
All in Favor	All	Opposed	0	Abstained	0	Motion:	PASSED

VIII. CERTIFICATION

Official Minutes taken for the **SHARED GOVERNANCE COUNCIL COMMITTEE MEETING** of the Associated Students, Inc., Cal State L.A. held on Thursday, September 1, 2016 in the U-SU 303AB. Approved by the A.S.I. Shared Governance Council Committee on: Thursday, October 13, 2016
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Prepared by:

Recording Secretary

Confirmed by:

Bonnie Lee
Secretary/Treasurer