



Bylaws/ COP Subcommittee Meeting Minutes

Monday, October 23, 2017

12:00 pm – 1:30 pm; U-SU Board Room 303AB

Attendees: Bylaws and Judicial Review Committee & General Public

I. Organizational Items:

a. Call to Order

The meeting was called to order at 12:15 PM.

b. Roll Call

Jeovany Aguilar	Chief Justice	<input checked="" type="checkbox"/> Present
Gabriel Babuch	Associate Justice	<input checked="" type="checkbox"/> Present
Zermeen Vakil	Associate Justice	<input checked="" type="checkbox"/> Present
Rachel Duffy	Associate Justice	<input checked="" type="checkbox"/> Present
Adriana Navarrete	Elections and Orientation Commissioner	<input checked="" type="checkbox"/> Excused Tardy 12:21
Vacant	Committee Member	<input checked="" type="checkbox"/> Vacant
Vacant	Board of Directors Representative	<input checked="" type="checkbox"/> Vacant
Dr. Gar Culbert	Faculty Member	<input checked="" type="checkbox"/> Absent
Intef W. Weser	Executive Director	<input checked="" type="checkbox"/> Present
Carol Roberts-Corb	University President's Designee	<input checked="" type="checkbox"/> Present
Guests of the Gallery		

c. Approval of Agenda (action):

>Additional Notes (if necessary)

Offered By:	Rachel D.	Seconded by:	Zermeen V.
Motion to approve the adoption of Agenda with stated edits for Monday, October 23, 2017. Discussion: Remove BOD policy 002 due to lack of review by other committees.			
Vote Tally:			
All in Favor:	ALL	Opposed:	0
		Abstained:	0
		Motion:	<input checked="" type="checkbox"/> PASSED

Offered By:	Zermeen V.	Seconded by:	Rachel D.
Motion to amend the agenda by adding the approval of the minutes from September 25 th , 2017. Discussion:			
Vote Tally:			
All in Favor:	ALL	Opposed:	0
		Abstained:	0
		Motion:	<input checked="" type="checkbox"/> PASSED

d. Approval of Minutes (action):

Offered By:	Rachel D.	Seconded by:	Gabriel B.			
Motion to approve the minutes from September 25 th , 2017. Discussion:						
Vote Tally:						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED

Offered By:	Zermeen V.	Seconded by:	Gabriel B.			
Motion to approve the minutes from October 9 th , 2017. Discussion:						
Vote Tally:						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED

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. New Business

IV. Action

a. Review Policy 115 – Bylaws committee members will review recommended edits to the Student Assistant Classification and Pay Plan policy for approval.

- Minimum wage chart Section 3.3
- Student assistant position labeling
- 5.1.2.2. Missing periods; meaning of merit
- Permanent increases based on performance review
- 5.1.2.1.1 Promotion vs. demotion

Offered By:	Zermeen V.	Seconded by:	Gabriel B.			
Motion to approve the recommended edits to Student Assistant Classification and Pay Plan policy. Discussion:						
Vote Tally:						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED

b. Review Policy 102 – Bylaws committee members will review recommended edits to the Board of Directors Codes of Procedures.

- Needs less hierarchical visual structure
- Veteran commissioner and housing representative
- General aesthetic recommendation

Offered By:	Zermeen V.	Seconded by:	Gabriel B.			
Motion to approve the recommended edits to the Board of Directors Codes of Procedures. Discussion: Adjusting for finance position in hierarchy, discussing standing committees, removal of excess periods.						
Vote Tally:						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED

V. Old Business

Removal of Appointed Members Language in Governing Codes of Procedures – The committee will review the language regarding removal of appointed members reflected in each Code of Procedures addressing allowable consecutive unexcused absences, unexcused absences, unexcused tardies, or unexcused early departures during any one (1) semester.

- Announcing someone as being late, excused tardy announcement during roll call
- Lack of oversight
- Absolute limits
- Room for unexcused and excused absences
- Three unexcused absences are not acceptable
- Emergency tardies/absences
- Defining early departure
- 10 minutes after roll call = tardy
- Leaving 15 minutes early = early departure
- 2 meetings per semester for monthly meetings

Reports:

- a. Chief Justice: **Jeovany Aguilar**
- b. Associate Justices
 - a. **Gabriel**
 - b. **Zermeen**
 - c. **Rachel**
- c. ASI Executive Director: **Intef Weser**
- d. ASI Elections and Orientations Commissioner: **Adriana Navarrete**

Viii. Adjournment

Offered By:	Rachel D.	Seconded by:	Adriana N.			
Motion to adjourn the meeting at 1:30 PM.						
Discussion:						
Vote Tally:	all					
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED

Associated Students, Inc.
 Bylaws/COP Subcommittee Meeting
Summary of Actions Taken
Monday, October 23, 2017

Organizational Items

a. Approval of Agenda (action):

Offered By:	Rachel D.	Seconded by:	Zermeen V.			
Motion to approve the adoption of Agenda with stated edits for Monday, October 23, 2017.						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED

Offered By:	Zermeen V.	Seconded by:	Rachel D.			
Motion to amend the agenda by adding the minutes for September 25 th , 2017.						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED

b. Approval of Minutes (action):

Offered By:	Rachel D.	Seconded by:	Gabriel B.			
Motion to approve the minutes for Monday, September 25, 2017.						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED

Offered By:	Zermeen V.	Seconded by:	Gabriel B.			
Motion to approve the minutes for Monday, October 9, 2017.						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED

c. Motion

Offered By:	Zermeen V.	Seconded by:	Gabriel B.			
Motion to approve the recommended edits to the Student Assistant Classification and Pay Plan policy. Discussion:						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED

Offered By:	Zermeen V.	Seconded by:	Gabriel B.			
Motion to approve the recommended edits to the Board of Directors Code of Procedures. Discussion:						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED

d. Adjournment

Offered By:	Rachel D.	Seconded by:	Adriana N.			
Motion to adjourn the meeting at <u>1:30 pm.</u>						
All in Favor:	ALL	Opposed:	0	Abstained:	0	Motion: <input checked="" type="checkbox"/> PASSED

CERTIFICATION

Official Minutes taken for the **BYLAWS COMMITTEE MEETING** of the Associated Students, Inc., Cal State L.A. held on Monday, October 23, 2017 in the U-SU Board Room, U-SU 303AB. Approved by the A.S.I. Bylaws Committee on: Monday, November 27, 2017

Prepared by:

Rachel Duffy
Recording Secretary and Committee Chair

Confirmed by:

Jazmin Ortiz
Secretary/Treasurer

Certified