



Cabinet of College Representatives  
**Meeting Minutes**

Thursday, March 8, 2018

Time: 4:45-6:00 pm

Location: USU Boardroom 303 AB

Attendees: Cabinet of College Reps, General Public

Type of Meeting: General

**I. Organizational Items:**

**Call to order by: Kenya Maria Pineda, Cabinet Chair at 4:46 pm**

**b. Roll Call**

Candy Noriega	<i>Rongxiang Xu College of Health and Human Services Rep.</i>	Present
Jocelyn Vargas	<i>Rongxiang Xu College of Health and Human Services Rep.</i>	Present
Ansis Salas	<i>College of Business &amp; Economics Rep.</i>	Excused absence
Cesar Dominguez	<i>College of Business &amp; Economics Rep.</i>	Excused absence
Jesus Mora	<i>College of Arts and Letters Rep.</i>	Present
Selene Castillo	<i>College of Arts and Letters Rep.</i>	Present
Kenya Maria Pineda	<i>Charter College of Education Rep.</i>	Present
Lavernis Martin	<i>Charter College of Education Rep</i>	Present
Richard Shu	<i>College of Engineering, Comp. Science &amp; Technology Rep.</i>	Present
Smithkumar Patel	<i>College of Engineering, Comp. Science &amp; Technology Rep.</i>	Unexcused absence
Debbie Ascencion	<i>College of Natural &amp; Social Sciences Rep.</i>	Present
Lily Nguyen	<i>College of Natural &amp; Social Sciences Rep.</i>	Present
David Zitser	<i>ASI President</i>	Excused absence
Ashley Joseph	<i>Staff Support</i>	Excused absence
Guests of the Gallery		

**c. Adoption of Agenda:**

<b>Offered By:</b>	<b>Jocelyn Vargas</b>	<b>Seconded by:</b>	<b>Lavernis Martin</b>		
Motion to approve the adoption of the agenda for March 8, 2018.					
<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>Candy Noriega</b>	<b>Seconded by:</b>	<b>Debbie Ascencion</b>			
Motion to approve the minutes for February 22, 2018.						
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: Passed</b>

**II. Public Forum**

- ✚ This time is allotted to members of the public to address the board.
- ✚ None

**III. Reports:**

- ✚ Electronic reports requested 24 hours before the next meeting.

**a. Arts & Letters: Jesus Mora & Selene Castillo**

- ✚ D-stress went well
- ✚ Met with dean
  - Didn't have much information
  - Suggestion to talk to associate dean or someone in student services
- ✚ Have been contacting department chairs
- ✚ Career center forums
  - Relatively high attendance
  - Students appreciated it

**b. Business & Economics: Ansiris Salas & Cesar Dominguez**

- ✚ Not present

**c. Charter College of Education: Kenya Maria Pineda & Lavernis Martin**

- ✚ D-stress planning
  - Were able to engage students last time with activities
- ✚ Programming
  - Starting to work with stakeholders within their college for the Teacher Academy
    - Meeting with student services representative
    - Community outreach for LGBTQ+ students
  - CPR class is full

**d. Engineer, Computer Science, & Technology: Richard Shu & Smitkumar Patel**

- ✚ D-stress coming up
  - Finished goodie bags
  - SHAC + HPEC tabling
  - ECST cub tabling
- ✚ CSULA hackathon
  - Code for 24-36 hours
  - Smit is working on it
  - Emailed hackathon organizer -larger student org which helps
- ✚ Meeting with dean and department chairs

**e. Natural & Social Sciences: Debbie Ascencion & Lily Nguyen**

- ✚ D-stress
  - Great location with a lot of people
- ✚ Grad school initiative book meeting
- ✚ Meeting with dean's assistant
- ✚ Meeting with communication's director
- ✚ Emailing department chairs
  - Some stopped responding
- ✚ More pop-up initiatives throughout the semester

**f. Rongxiang Xu College of Health & Human Services: Candy Noriega & Jocelyn Vargas**

- ✚ D-stress
  - Went well
- ✚ Box City
  - Students sleep in boxes outside the union to bring awareness to homelessness
- ✚ Wellness Fair
  - Marisa
- ✚ #StigmaFree
  - Dylan
- ✚ Safe Spring Break
  - Need to talk with Ashley
- ✚ Community hangout type of thing
  - Club for orientation
  - Big games and stuff; similar to d-stress
  - Undo commuter school stigma

**g. ASI President: David Zitser**

- ✚ Absent; no report
- ✚ List of committees
  - Ashley and Marcus are working on getting all the committees together to find student spaces
  - Colleges with interim deans are having some trouble

**h. ASI Staff: Ashley Joseph**

- ✚ Transition folders should be in next week

**IV. New Business**

**a. Action Item: Cabinet of College Representatives Code of Procedure**

<b>Offered By:</b>	<b>Jocelyn Vargas</b>	<b>Seconded by:</b>	<b>Lavernis Martin</b>		
Motion to approve the changes to the Cabinet of College Representatives Code of Procedure. Amendment passed to change 72 hours to 48 hours. Amendment passed to add language that 1/6th of the cabinet pot would be the maximum amount allowed to request for without a proposal. Items below this amount would still be required to be on the cabinet agenda as an information item.					
<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>Lavernis Martin</b>	<b>Seconded by:</b>	<b>Jocelyn Vargas</b>			
Amendment to change 72 hours to 48 hours.						
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: Passed</b>

- ✚ Template will be sent out to college reps
- ✚ Reports will be due 4 pm on the Tuesday prior to the Cabinet meeting

<b>Offered By:</b>	<b>Candy Noriega</b>	<b>Seconded by:</b>	<b>Lavernis Martin</b>			
Amendment to add language that 1/6th of the cabinet pot would be the maximum amount allowed to request for without a proposal. Items below this amount would still be required to be on the cabinet agenda as an information item.						
<b>All in Favor</b>	<b>7</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>1</b>	<b>Motion: Passed</b>

- ✚ Add language about accessing cabinet funds
  - Encourages co-college activities
  - Having concrete language to set precedence
  - Individual colleges access cabinet money by writing a proposal to be reviewed by the committee
- ✚ Language to include
  - Chair can call emergency meetings
  - Proposal needed for events costing over a certain amount
    - 1/6th of the current cabinet money allocated at the beginning of the academic year
  - Less than that amount just needs to come to the Cabinet as an information item

**b. Discussion Item: Shared Governance Council Policy 023**

- ✚ Policy changes address relationship (or lack thereof) between academic senators and college reps
- ✚ Item 3.4.
  - States that college specific committees will be handled by college reps
  - College reps will keep tabs of students who sit on committees, collect reports, and review them before submission to VPAG
  - A concern was brought up that some college reps will have more work because they have more college specific committees
    - Still ultimately a responsibility of VPAG
    - Items 4. states that if college reps feel overwhelmed, the job can be deferred to the VPAG
  - A pro is that students feel comfortable talking to a student within their college
  - College reps should be encouraged to join college specific committees
    - Need to strengthen one external committee requirement
    - To become experts in their colleges
  - Added language to give college reps a more active role in recruiting for college specific committees
  - A concern was brought up about ASI members taking up spots for students
    - Increase in student spots on college committees
  - A concern was brought up about inactive students on committees
    - Normally professors recruit the students to sit on committees
    - It is the job of the VPAG to make sure students are active
  - Clarification on committee reports
    - College reps review them before they get sent to VPAG (unless the college rep doesn't have time)
  - A concern was brought up about the need for training for college reps on overseeing people

- Would probably be included in the summer
- Want to form a closer relationship with VPAG
  - Office of collegiate collaboration committee to sit in Cabinet
- A concern was brought up about what it means to oversee people
  - This point in addition to reading college specific reports should be included in college rep responsibilities
    - Revise Bylaws and BOD COP
- Clarification that committee members would still need to attend SGC
- A pro is that college reps would be supporting the VPAG and gaining knowledge of what's going on in each college

Item IV.1.

- Defines what a college-specific committee is
- Ashley and Marcus compiling a list of all the college-specific committees
  - Colleges have different committees

Academic senators would prefer to have a spot in the Cabinet

- To observe any overlapping issues between colleges
- An alternative would be having one Cabinet meeting where college reps focus on academic senator interests

Through this system, issues could be easily brought to college administrators

- Reps make connections with people in their college

**V. Adjournment:**

<b>Offered By:</b>	<b>Lavernis Martin</b>	<b>Seconded by:</b>	<b>Selene Castillo</b>			
Motion to adjourn the meeting at 5:51 pm.						
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: Passed</b>

Cabinet of College Representatives Meeting  
 Thursday, March 8, 2018  
 Summary of Actions Taken

**Adoption of Agenda:**

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**CERTIFICATION**

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Official Minutes taken for the **CABINET OF COLLEGE REPS MEETING** of the Associated Students, Inc, Cal State Los Angeles held on Thursday, March 8, 2018 in the USU Boardroom 303 AB.

Prepared by:

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**Lily Nguyen**  
**Cabinet Vice Chair**

Confirmed by:

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**Jazmin Ortiz**  
**Secretary Treasurer**