



# Executive Committee Meeting

## Minutes

Friday, February 23<sup>rd</sup>, 2018

Time: 4:02 - 4:59PM

Location: U-SU Pasadena Room 307

Attendees: Executive Committee, General Public

Type of Meeting: Special

**I. Organizational Items:**

a. Call to order by: Executive Committee at 4:18pm

b. Roll Call

David Zitser	<i>President</i>	Present
Neyda Umana	<i>Vice President for Academic Governance</i>	Present
Aaron Castaneda	<i>Vice President for Finance</i>	Present
Marcos Montes	<i>Vice President for External Affairs</i>	Excused Absent
Jeovany Aguilar	<i>Chief Justice</i>	Excused Absent
Jazmin Ortiz	<i>Secretary/ Treasurer</i>	Present
Lavernis Martin	<i>BOD Member</i>	Excused Tardy
Jennifer Miller	<i>University President's Designee</i>	N/A
Robert Yonemoto	<i>University President's Designee (Substitute)</i>	Present
Intef W. Weser	<i>Executive Director</i>	Present
Marcus Rodriguez	<i>Director of Programs and Leadership</i>	Present
Dena Florez	<i>Office Manager of Administration &amp; Services</i>	Present

c. Adoption of Agenda:

Offered By:	Jazmin Ortiz	Seconded by:	Aaron Castaneda				
Motion to approve the adoption of Agenda for Friday, February 23 <sup>rd</sup> , 2018.							
All in Favor	All	Opposed	0	Abstained	0	Motion:	Passed

## 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. Action Item

a. Performance Review - The Committee will take action on the ASI Vice President for Academic Governance's (Neyda Umana) request to remove Graduate Academic Senator, William Hess.

i. Vice President for Academic Governance, Neyda Umana:

The committee listened to the Vice President for Academic Governance present the evidence against Graduate Academic Senator William Hess that was listed on the Executive Committee meeting webpage.

Alongside two performance reviews, a document containing email and text exchanges between the VPAG and William Hess spanning back to Fall 2017 were presented to the committee as evidence for the removal. This document outlined the numerous instances that William Hess had failed to respond to or meet with his direct report, the VPAG, as well as his failure to attend Cabinet of Academic Senators meetings. Neyda Umana presented this file, explaining the basic premise behind each section of the document and the interactions between herself and William Hess.

The VPAG concluded in recommending the removal of William Hess from his position as Graduate Academic Senator.

ii. Graduate Academic Senator, William Hess:

The defendant William Hess was then given 5 minutes to address the evidence presented against him. He covered Ethics Policy 022, stating that Neyda did not try to improve their working relationship and instead chose to file the petition for his removal. William expressed his concern that he was being punished for taking time away from ASI and CSULA to care for his ailing family member.

iii. Questions

Marcos Montes: William, why were you able to respond to other staff and academic senators, but not the VPAG?

William Hess: Please list the specific emails.

Marcos Montes: The email span from November 2017 to January 2<sup>nd</sup> 2018.

Neyda Umana: I understand that William was in communication with Marcus and Jazz, but not directly with myself. Specifically, I had no communication with him in December.

William Hess: In December, I was still communicating with Neyda. I wanted to tie in Marcus so he could use his abilities to facilitate better communication between us.

Jazmin Ortiz: William, could you justify your behavior on the first performance warning, regarding the discourtesy to coworkers?

William Hess: As an associate justice, Zermeen Vakil was supposed to enforce Robert's Rules. She interrupted me while I was giving my presentation. That was not fair. She was not on that committee, so I reminded her of this. The next thing I knew, I had this performance review.

Neyda Umana: The reason I decided to move forward with the performance review was because that was still a discourtesy to a member of ASI.

Aaron Castaneda: To my understanding, both of you have met twice regarding this. How did that conversation go? Also, William, was there a reason that you did not sign any of the performance warnings?

William Hess: I was cut off while trying to ask a question during our meeting. And regarding the second question, I have a lawyer in my family that I asked about my performance reviews. I was advised to not sign the performance reviews because if this escalates and is taken to court, the signed performance reviews can be presented as an admittance of guilt. Additionally, you are not required to sign the review.

- ✚ Neyda Umana: As written in the report, I offered William time to speak offline about the items that were introduced at Monday's meeting that were not on the agenda. Since this was taking too much time, I ultimately decided to move forward with the performance review. Regarding the second question, from what I witnessed, both times there was no understanding of the ethics policy we were trying to address or the demeanor in how he acted and how that can affect others or create a negative environment. It was emphasized the first time that this was not acceptable behavior and that we were asking for a change in direction.
  - ✚ Marcos Montes: William, you said that the meeting on Wednesday was meant to remedy your behavior and working relationship with Neyda. Why hadn't you done this since November?
  - ✚ William Hess: I have been in compliance, this meeting was only to improve our working relationship.
  - ✚ Neyda Umana: I would like to state that William did not address his desire to improve our working relationship until he confirmed his one-on-one meeting with me this past Sunday, and that's where he included that he wanted Marcus in the room with us. Since the Fall, I'd minimal communication with him. I've been wanting to have a one-on-one meeting with him since Fall to oversee his progress and work. It was never made clear to me that improving our working relationship was important to William.
  - ✚ Marcos Montes: William, you expressed that you were not satisfied with the way that the VPAG conducts meetings. Did you ever address this with her direct report, the ASI President?
  - ✚ William Hess: I addressed that directly to Neyda. I didn't think I needed to contact her direct report for this.
  - ✚ Neyda Umana: I didn't make the decision to hold the Cabinet of Academic Senators meeting like I did. With my leadership style, I try to include everyone in the decision making. I had asked all the senators how they wanted to hold their meetings, and they all agreed on wanting to hold the meetings formal-style. Prior to all of this, I have always been inclusive in my efforts.
- iv. Deliberations
- ✚ Jazmin Ortiz: My recommendation is removal. My reasoning is that the evidence shows that it took William a semester to reply and meet with Neyda, in addition to his failure to submit biweeklies.
  - ✚ Marcos Montes: I recommend removal. This has not been an isolated incident, as the evidence dates back to November 2017. William should have used the multiple opportunities presented to him to improve his working relationship with Neyda, but he has not. Also, I have seen that the defendant has tried to undermine the leadership of direct reports by avoiding Neyda and not going to the ASI President to attempt to resolve this issue. While my interaction with academic senators is limited, when I have interacted with the defendant I have received impulsive and condescending behavior.
  - ✚ Lavernis Martin: Based off of the evidence provided, I believe there was a lot of missed opportunities. I haven't reached a recommendation as of yet.

**Main Motion**

<b>Offered By:</b>	<b>Neyda Umana</b>	<b>Seconded by:</b>	<b>Aaron Castaneda</b>			
Remove William Hess from the position of Graduate Academic Senator.						
<b>All in Favor</b>	<b>All</b>	<b>Opposed</b>		<b>Abstained</b>		<b>Motion: Passed</b>

IV. Adjournment:

Offered By:	Consensus	Seconded by:			
Motion to adjourn the meeting at 4:59pm					
All in Favor	All	Opposed		Abstained	Motion: Passed

CERTIFIED

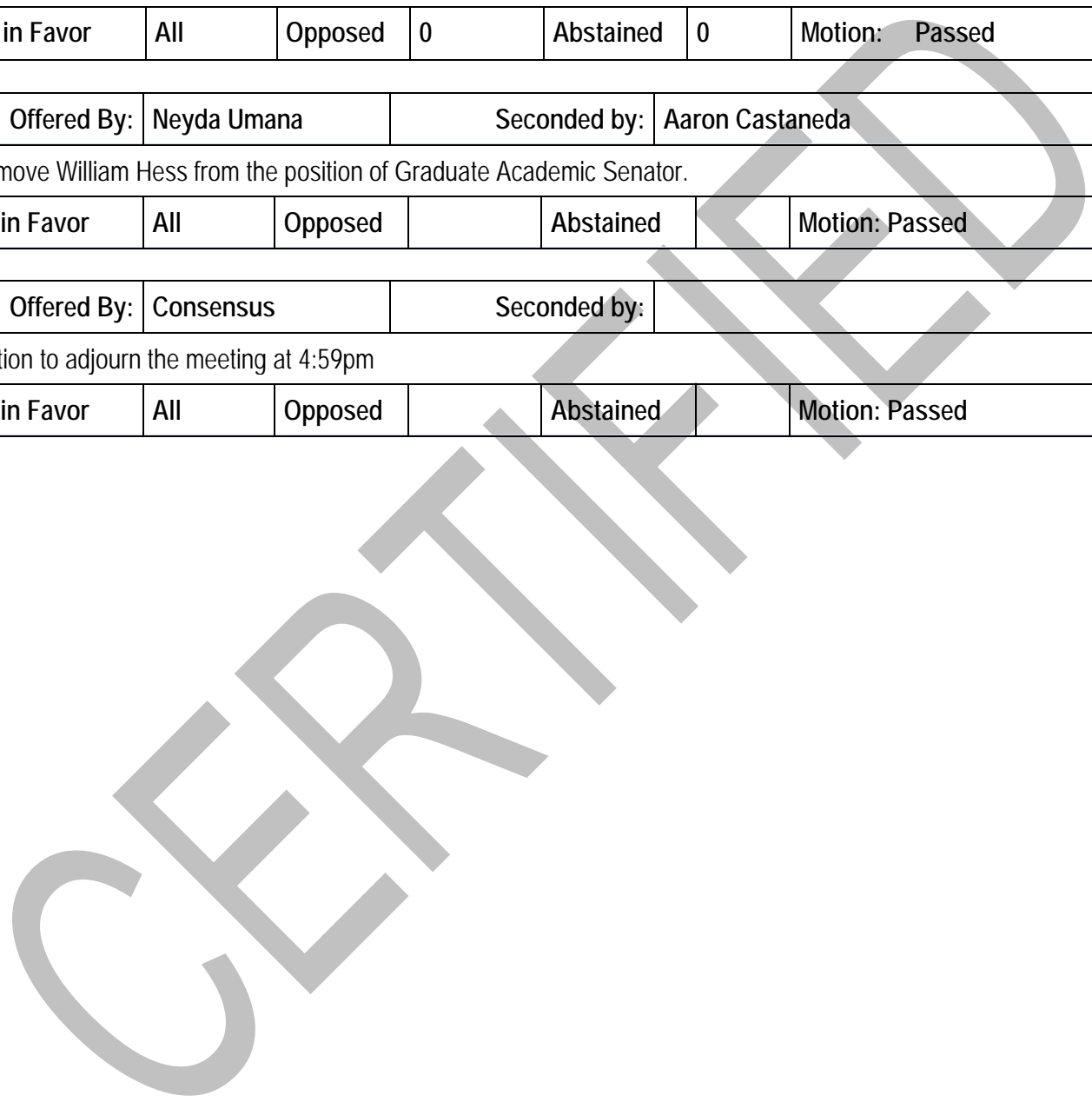
Executive Committee Meeting  
 Friday, February 23, 2018  
 Summary of Actions Taken

**Adoption of Agenda:**

Offered By:	Jazmin Ortiz	Seconded by:	Aaron Castaneda			
Motion to approve the adoption of Agenda for Friday, February 23 <sup>rd</sup> , 2018.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

Offered By:	Neyda Umana	Seconded by:	Aaron Castaneda			
Remove William Hess from the position of Graduate Academic Senator.						
All in Favor	All	Opposed		Abstained		Motion: Passed

Offered By:	Consensus	Seconded by:				
Motion to adjourn the meeting at 4:59pm						
All in Favor	All	Opposed		Abstained		Motion: Passed



---

**CERTIFICATION**

---

Official Minutes taken for the **EXECUTIVE COMMITTEE MEETING** of the Associated Students, Inc, Cal State Los Angeles held on Friday, February 23<sup>rd</sup>, 2018 in the University Student Union 307. Consensus by the ASI Executive Committee on Tuesday, May 1<sup>st</sup>, 2018.

Prepared by:

---

**Dena Florez  
Recording Secretary**

Confirmed by:

---

**Jazmin Ortiz  
Secretary/Treasurer**

CERTIFIED