



Executive Committee Meeting

Minutes

Tuesday, April 3rd, 2018

Time: 4:30 – 6:00PM

Location: U-SU Board Room 303 AB

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>	Unexcused Absent
Marcial Romero	<i>Vice President for Administration</i>	Present
Aaron Castaneda	<i>Vice President for Finance</i>	Present
Marcos Montes	<i>Vice President for External Affairs</i>	Unexcused Tardy @4:48
Jeovany Aguilar	<i>Chief Justice</i>	Unexcused Absent
Jazmin Ortiz	<i>Secretary/ Treasurer</i>	Present
Lavernis Martin	<i>BOD Member</i>	Present
Jennifer Miller	<i>University Presidents Designee</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 & Services</i>	Excused Absent

c. Adoption of Agenda for Tuesday:

Offered By:	Marcial Romero	Seconded by:	Jazmin Ortiz			
Motion to approve the adoption of Agenda for Tuesday, April 3 rd , 2018.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

i. Amendment to Main Motion

Move Action Item A down to top of Discussion Items, and make it Discussion Item A.						
All in Favor	Consensus	Opposed	0	Abstained	0	Motion: Passed

d. Approval of Minutes:

Offered By:	Aaron Castaneda	Seconded by:	Lavernis Martin			
Motion to approve the adoption of Agenda for Tuesday, March 20 th , 2018.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

e. Friendly Amendment to the Agenda

Motion to table the adoption of Minutes for Friday, February 23 rd , 2018 to the next Executive Committee meeting.						
All in Favor	Consensus	Opposed		Abstained		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. Standing Discussion

a. BOD Agenda: The committee will discuss potential agenda items for the next BOD.

The committee would like to see a discussion item on policies on the BOD agenda.

IV. Action Items

a. ASI Infrastructure Restructure: Chief of Staff Restructure Proposal

The committee shared differing opinions on the proposed duties of the Chief of Staff position. Some committee members stated that the Chief of Staff should not manage the College Representatives, as managing twelve people is too much burden on a non-voting position. Additionally, it was stated that the President's Administrative Assistant should be in charge of reviewing GIAs.

The option of removing the President's Administrative Assistant position and merging its duties with the Chief of Staff was brought up for consideration.

Motion to approve

Offered By:	Aaron Castaneda	Seconded by:	Jazmin Ortiz			
Approve Chief of Staff proposal and send to BOD with a recommendation with the amended changes.						
All in Favor	2	Opposed	1	Abstained	1	Motion: Passed

Amendment to Main Motion

Offered By:	Aaron Castaneda	Seconded by:	Jazmin Ortiz			
Move Chief of Staff out of Article 3, Section 1, Clause 1.						
All in Favor	2	Opposed	1	Abstained	1	Motion: Passed

b. Policy Review & Amendments: Policy 009

- ✚ The committee recognized Marcos Montes at 5:00pm.
- ✚ The committee brought up the issue with eligibility for members who take a semester off from college. Members can only really take Spring semester off when they are graduating that semester. Members cannot take Fall semester off as that is directly following their appointments. Since this was introduced during the quarter system, taking a quarter off from college was much more feasible. Under the semester system, a member would essentially be missing half of the academic year. Some members believed that allowing ASI members to take semesters off would be encouraging them to not be as devoted to graduating on time.
- ✚ The system currently in place requires the ASI member to contact the Executive Director to request a semester off, followed by the Executive Director contacting the Division of Student Life, which then makes the final decision on whether the student is granted this leave or not.

Amendment to Main Motion

Offered By:	Aaron Castaneda	Seconded by:	Lavernis Martin			
Move to approve the recommended edits to eligibility in Policy 009.						
All in Favor	3	Opposed	0	Abstained	2	Motion: Passed

V. Discussion

a. ASI Office Performance & Removal Procedure: Policy 020

- ✚ A recommendation was to make a process map to better understand the removal process.

b. Appointment Process: Policy 016

- ✚ The committee discussed better ways to streamline the appointment process. One recommendation made called for the process to go through Shared Governance rather than only the Vice President for Administration. The committee considered that the appointment process for Board of Directors members took too long and was an inconvenience to the organization. A solution to this could be to give the Vice President for Administration the ability to appoint Board members. This, however, could create conflicts of interest and issues with risk management. A committee member stated that there should be consistency throughout all of ASI's appointment processes. This process should work for all committees and task forces. Another member voiced concerns about the consistency and fairness of this process. It was stated that all applicants must have a interview-style meeting with an Executive to establish their eligibility prior to the BOD meeting at which they may or may not be appointed.

Motion to Extend Executive Committee Meeting

Offered By:	Aaron Castaneda	Seconded by:	Jazmin Ortiz			
Meeting will be extended by 10 minutes.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

c. Continuity: Administration Transition Process

- ✚ The committee shared ideas for how to smooth the transition process from one administration to the next. One possible plan was to require executive applicants to meet with the members currently in their positions to acquire a better understanding of the position's duties. This way the applicant knows what

the responsibilities of this position are. Additionally, it could be encouraged that the applicants attend the last Board of Directors meeting from the previous administration to see the perspectives of the exiting members and understand how their vision will evolve from it, as well as to simply provide an introduction to Robert's Rules. Furthermore, creating a transition folder for the next administration would be highly beneficial as well.

VI. New Business

VII. Informational Items

VIII. Reports

IX. Adjournment:

Offered By:	Consensus	Seconded by:			
Motion to adjourn the meeting at 6:00pm					
All in Favor	All	Opposed		Abstained	Motion: Passed

Executive Committee Meeting
 Tuesday, April 3, 2018
 Summary of Actions Taken

Adoption of Agenda:

Offered By:	Marcial Romero	Seconded by:	Jazmin Ortiz				
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All in Favor	All	Opposed	0	Abstained	0	Motion:	Passed

Amendment to Main Motion

Move Action Item A down to top of Discussion Items, and make it Discussion Item A.							
All in Favor	Consensus	Opposed	0	Abstained	0	Motion:	Passed

Approval of Minutes:

Offered By:	Aaron Castaneda	Seconded by:	Lavernis Martin				
Motion to approve the adoption of Agenda for Tuesday, March 20 th , 2018.							
All in Favor	All	Opposed	0	Abstained	0	Motion:	Passed

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Amendment to Main Motion

Offered By:	Aaron Castaneda	Seconded by:	Lavernis Martin			
Move to approve the recommended edits to eligibility in Policy 009.						
All in Favor	3	Opposed	0	Abstained	2	Motion: Passed

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Adjournment:

Offered By:	Consensus	Seconded by:				
Motion to adjourn the meeting at 6:00pm						
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 Tuesday, April 3rd, 2018 in the University Student Union 303AB. Consensus by the ASI Board of Directors on Tuesday, April 17th, 2018

Prepared by:

Dena Florez
Recording Secretary

Confirmed by:

Jazmin Ortiz
Secretary/Treasurer