



# Strategic Planning Committee Minutes

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February 12, 2019

4:45 p.m. to 5:45 p.m. USU Board Rm. 303 AB

Attendees: ASI Secretary/Treasurer, Executives, General Members and General Public

**I. Organizational Items:**

**1.1 Call to Order** – David San called the meeting to order at 4:45 p.m.

**1.2 Roll Call**

<b>David San</b>	Secretary/Treasurer	Present
<b>Jacquelyn Acosta</b>	Vice President for Academic Governance	Present
<b>Nia Johnson</b>	President	Present
<b>Matthew Keels</b>	Vice President for Administration	Present
<b>Aaron Castaneda</b>	Vice President for Finance	Present
<b>Veronica Garcia-Martinez</b>	Vice President for External Affairs and Advancement	Present
<b>Dena Florez</b>	Office Manager of Administration & Services	Present
<b>Marcus Rodriguez</b>	Interim Executive Director	Present

**Adoption of the Agenda:**

<b>Offered By:</b>	<b>M. Keels</b>	<b>Seconded by:</b>	<b>A. Castaneda</b>			
Motion to approve the adoption of the agenda for February 12, 2019						
<b>Consensus</b>	<b>5</b>	<b>Opposed</b>	<b>0</b>	<b>Abstained</b>	<b>0</b>	<b>Motion: Passed</b>

**Amendment to the Agenda**

<b>Offered By:</b>	<b>N. Johnson</b>	<b>Seconded by:</b>	<b>M. Keels</b>
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Motion to amend the agenda to add the discussion item for CAS (Council for the Advancement Standards) overview for NASPA						
<b>Consensus</b>	<b>5</b>	<b>Opposed</b>	<b>0</b>	<b>Abstained</b>	<b>0</b>	<b>Motion: Passed</b>

**Adoption of the Minutes:**

<b>Offered By:</b>	<b>M. Keels</b>	<b>Seconded by:</b>	<b>N. Johnson</b>			
Motion to approve the adoption of the minutes for January 29, 2019						
<b>Consensus</b>	<b>5</b>	<b>Opposed</b>	<b>0</b>	<b>Abstained</b>	<b>0</b>	<b>Motion: Passed</b>

**II. Public Forum/Announcement:**

**2.1** This time is allotted for members of the public to make announcements and/ or address the committee.

- ✚ **N. Johnson:** Encourages all committee members that the Referendum should be discussed in their respective committees.

**III. Discussion**

**3.1 Expansion of Services**

- ✚ **N. Johnson:** Suggest that there be a physical document as to how ASI is going to expand, possibly create a resolution. She envisions ASI exploring free printing on campus, high profile programming and a concert.
- ✚ **D. Florez:** Recommends bringing back the speaker series as it goes well with the strategic planning and potentially doing a summer concert.
- ✚ **A. Castaneda:** would love to have a concert but emphasizes the idea of collaborations with different areas rather than doing the concert as an ASI event.
- ✚ **N. Johnson:** This discussion/document is not just about planning, but the key is finding out what is interesting about joining forces and collaborating with ASI. We can mention rhetoric about past events, such as the hip hop and comedy fest.
- ✚ **M. Keels:** Suggests we include food pantry, housing and parking as possible idea to expand which would also give students something dream about as nothing is unattainable.

- ✚ **D. Florez:** would like to see more lockers as the demand for them increases.
- ✚ **M. Rodriguez:** Emphasizes the importance of hitting all the different areas, and that a telltale would be all the funding proposals; which, are indicative of all the areas that need to be funded.
- ✚ **N. Johnson:** encourages the possibility of expanding our advocacy budget so that ASI can send more students to more opportunities.
- ✚ **A. Castaneda:** Reminds the committee that when we market, it is better to leave it as broad as possible, so we don't affix ourselves to certain issues or solutions.
- ✚ **V. Garcia-Martinez:** asks if we are working to create a physical document of ways we want to expand ASI services.
- ✚ **D. San:** redirects that it would be more of a verbal advertisement.
- ✚ **M. Keels:** mentions that a simple piece of paper with these ideas will keep everyone on the same track rather than members mentioning random ideas.
- ✚ **M. Rodriguez:** A possible funding proposal that would be promoted to the constituency would serve as a living document for future administration.

### 3.2 Service Hour Proposal

- ✚ **V. Garcia-Martinez:** Proposed to add to class presentations: members must show confirmation and commitment that they are going to present and maybe show a follow up email.
- ✚ **A. Castaneda:** Is concerned about the 20 hours per semester. He asks what if members don't them? Is a direct report obligated to talk to their member about removal?
- ✚ **M. Keels:** Recommends changing the responsibility of service hours to PRMC and VPA, instead of the election's commissioner.
- ✚ **N. Johnson:** Asks to clarify what counts as a campus wide event (non ASI event). She also mentions that covering front desk should count as service hours. As for the hours themselves, she recommends doing a checkpoint: 50% +1 at week 8-9 as a checkpoint, to see where members are at their service hours.
- ✚ **M. Keels:** Asks if a commissioner's event counts as their own service hours.
- ✚ **A Castaneda:** Suggests that having a wider range would make it easier for members to reach the service hour goal, however, we don't need to list all the possible events.
- ✚ **M. Keels:** Points out if there is a discrepancy about service hours, that it would be up to the direct report.

- ✚ **N. Johnson:** CSSA doesn't count as an ASI event, if there is no official coordination of an ASI event, anything less does not count.

### 3.3 Council for Advancement Standards

- ✚ **M. Rodriguez:** It's an accreditation that is rubric extensive. There are programs and services that fall under 3 ASI areas. We have event evaluations and assessments, which collect the data. This is how ASI is able how to assess things and conclude how we are reaching our achievements.

#### Reports:

- ✚ **D. San:** is working on the strategic plan, modifying the service project proposal and looking at new strategies to make the new member orientations more modernized.
- ✚ **M. Rodriguez:** is looking into CFA as they see how involved ASI is in academic challenges. He's also working closely with student life council meetings, graduation 2025. He also mentions that there will be a resource fair through voters' registration and parent programs that are teaching parents how to be involved in student life.

#### Adjournment:

<b>Offered By:</b>	<b>A. Castaneda</b>	<b>Seconded by:</b>	<b>M. Keels</b>			
Motion to adjourn the meeting at 5:39 p.m.						
<b>Consensus</b>	<b>5</b>	<b>Opposed</b>	<b>0</b>	<b>Abstained</b>	<b>0</b>	<b>Motion: Passed</b>

**CERTIFICATION**

Official Minutes taken for the **Strategic Planning Committee** of the Cal State LA Associated Students, Incorporated held on February 12, 2019 in the U-SU Board Room 303AB. Approved by the Strategic Planning Committee on: \_\_\_\_\_.

Prepared by:

Jacquelyn Acosta  
Strategic Planning Committee Vice Chair

Confirmed by:

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Secretary/Treasurer