



# Board of Directors Meeting Minutes

Date: Thursday, November 29, 2018  
 Time: 3:15- 5:45 pm  
 Location: U-SU Board Room 303 AB  
 Attendees: Board of Directors & General Public  
 Type of Meeting: Special

**I. Organizational Items:**

**a. Call to order** by: Chair Nia Johnson, A.S.I. President 3:36 PM

**b. Roll Call:**

Nia Johnson	<i>President</i>	Present
Jacquelyn Acosta	<i>Vice President for Academic Governance</i>	Present
Aaron Castaneda	<i>Vice President for Finance</i>	Present
Veronica Garcia-Martinez	<i>Vice President for External Affairs and Advancement</i>	Present
Matthew Keels	<i>VP for Academic Governance</i>	Present
David San	<i>Secretary Treasure-Rep-At-Large</i>	Present
Rashad Freeman	<i>College of Health and Human Services Rep.</i>	Present
Jocelyn Vargas	<i>College of Health and Human Services Rep.</i>	Present
Christopher Koo	<i>College of Business &amp; Economics Rep.</i>	Present
Selene Castillo	<i>College of Arts and Letters Rep.</i>	Present
Jacob Isai Amaya	<i>College of Arts and Letters Rep.</i>	Unexcused Tardy @4:20 PM
Raul Rodriguez	<i>Charter College of Education Rep.</i>	Unexcused Absent
Smitkumar Patel	<i>College of Engineering, Comp. Science &amp; Technology Rep</i>	Unexcused Tardy
Edgar Chavez	<i>College of Engineering, Comp. Science &amp; Technology Rep.</i>	Present
Fritza Plasencia	<i>College of Natural &amp; Social Sciences Rep.</i>	Present
Davona Watson	<i>College of Natural &amp; Social Sciences Rep.</i>	Present
Krystal Rubio	<i>Campus Affairs Representative At Large</i>	Present
Nia Allen	<i>Chief Justice</i>	Present
Dr. Jennifer Miller	<i>University President's Designee</i>	Excused Tardy
Marcus Rodriguez	<i>Director of Government Affairs &amp; Leadership Programs</i>	Present
Dena Florez	<i>Office Manager of Administration &amp; Services – RS</i>	Present
Guests of the Gallery		

**c. Adoption of Agenda: Thursday, November 29, 2018**

❖ Discussion:

<b>Offered By:</b>	Jacquelyn Acosta	<b>Seconded by:</b>	Rashad Freeman
Motion to approve the agenda for Thursday November 29, 2018.			
Consensus to approve the agenda for Thursday November 29, 2018- Consensus reached			
<b>All in Favor</b>	All	<b>Opposed</b>	0
<b>Abstained</b>	0	<b>Motion: Passed</b>	

**d. Approval of Minutes: Thursday, November 15, 2018**

❖ Discussion:

- Jocelyn Vargas: Can I make an edit with the minutes? I did send out an email that I was requesting an excused absence, however, I end up showing. May I change it to excuse tardy?
- Nia Johnson: As chair I would allow it but it's up to the board.

<b>Offered By:</b>	Rashad Freeman	<b>Seconded by:</b>	Krystal Rubio			
Motion to approve the minutes for Thursday November 15, 2018. Consensus to approve the minutes for Thursday November 15, 2018. - Consensus reached						
<b>All in Favor</b>	All	<b>Opposed</b>	0	<b>Abstained</b>	0	<b>Motion:</b> Passed

<b>Offered By:</b>	Jocelyn Vargas	<b>Seconded by:</b>	Aaron Castaneda			
Motion to make a change Jocelyn Vargas from excused absent to excuse tardy. Consensus to make changes Jocelyn Vargas from excused absent to excuse tardy. - Consensus reached						
<b>All in Favor</b>	All	<b>Opposed</b>	0	<b>Abstained</b>	0	<b>Motion:</b> Passed

II. **Public Forum:**

- a. This time is allotted to members of the public to address the board.

III. **Action Items:**

- a. **Appointment for Vacant ASI and Campus Committee Positions:** The Board will appoint individuals to the following vacant ASI and student committee positions.

1. **ASI Board of Directors Appointment(s):**

a. **Undergraduate Academic Senator Application - Jasmin Ramos**

I. Discussion:

- Jacquelyn Acosta: (*Jacquelyn Acosta is informing the board that Jasmin will not make it to the BOD*). I was wondering if the board would still potentially like to appoint her. I have been in a lot of meeting with Jasmine and she did want to be an undergraduate academic senator. She did want to wait until the spring semester due to the internship that she wanted to finish. Now that she's done, she is ready for this position. I believe she's the best candidate for this position because she is very passionate about going to the meetings and she's always interested. One of the things she likes is she wants to work with academic curricula. (*Jacquelyn Acosta is giving her recommendation and informing the board why Jasmin Ramos is the best candidate*).
- Matthew Keels: Is this schedule for spring?
- Jacquelyn Acosta: Yes, it's for spring but she'll be appointed for right now.
- Aaron Castaneda: She's already appointment to three committees. It's just that she'll be able to go to the retreat and other events.
- Krystal Rubio: She is great I've worked with her and she always tries to get involved when she can.
- Matthew Keels: Would she be able to be a part of the winter retreat?
- Jacquelyn Acosta: Yes, she can, it's just in the matter of fact that is she'll be appointed or not.

<b>Offered By:</b>	Jacquelyn Acosta	<b>Seconded by:</b>	Jocelyn Vargas			
Motion to approve Jasmin Ramos as the Undergraduate Academic Senator Application						
<b>All in Favor</b>	All	<b>Opposed</b>	0	<b>Abstained</b>	0	<b>Motion:</b> Passed

b. **Associate Justice Application - Elan Studebaker**

I. 1 Minute Speech:

- Elan Studebaker: (*Elan Studebaker is giving her 1 minutes speech on why she is the best candidate for the position.*)

II. 2 Questions:

- Aaron Castaneda: Do you have any ideas which committee you'd want to be available for?
- Elan Studebaker: I'm not sure at this moment. There is two that I'm ready for but, I try to make my classes were I won't be available after 4:00 PM.

- Nia Johnson: With how involved you are on campus. How would you balance yourself with being in ASI and being a part of other respectable organization?
  - Elan Studebaker: I'm been a part of a lot of organization, I know what is my priority and ASI is my top priority. Everything comes after that. I'm at a point in my life where I know I'm very flexibly with what I'm doing.
- III. Discussion:
- Nia Allen: I do give my recommendation for Elan. I had an interview with her today and she did express how is very devoted and how she's interested in being associated justice. She even changes up her schedule to meet all her meetings. She is a part of the executive board in her organization which makes her aware of the bylaws. She very informed on the policy edited though, my concern is knowing the Robert Rules. She stated that she got the introduction in some of the meetings due to that fact that she's a secretary of the sorority. I believe she's able to grasp the concept quickly because she stated that she very devoted.
  - Veronica Garcia-Martinez: It seems like she very good at presenting and she knows what she's getting herself into. My only concern is, it's more personal because I know how involved delta beta members have to be. So, my only issue is that not only she'll be a part of ASI member but, she's also an executive in her sorority.
  - Fritza Plasencia: She's very involved and she is also an honor student. Which, shows she's able to maintain her grade.
  - Matthew Keels: You mention that she doesn't know much about Robert Rules. Do you have the confidence that she'll be able to pick it up on Robot Rules because she is the one who would be sitting on the meeting making sure we follow Robert Rules?
  - Nia Allen: I do believe that she'll be able to pick up on that just because she very determine. Again, winter break is coming up which gives her a lot of time to prepare and review Robert rule before we come back. I always wanted to express that she changes her schedule around to attend all the meetings.

<b>Offered By:</b>	Rashad Freeman	<b>Seconded by:</b>	Veronica Garcia-Martinez			
Motion to appoint Elan Studebaker as Associate Justice.						
<b>All in Favor</b>	All	<b>Opposed</b>	0	<b>Abstained</b>	0	<b>Motion:</b> Passed

2. **Internal Committee Appointment(s):**
3. **University Wide Committee Appointment(s):**

b. **ASI LAIF Signature Update:** The Board will vote to update the signature authorization on the ASI LAIF investment account at the State Treasurer's Office.

- Aaron Castaneda: This document is going to be sent to the state entity. This document just shows the signature order. There is two new addition signatures that is needed as backup. *(Aaron is informing the board more about the ASI LAIF Signature).*
- Veronica Garcia-Martinez: Looking at the document it says "passed and adopted by the Board of Director of Los Angeles of State of California on November 5, 2018", did that happen?
- Aaron Castaneda: I did speak to John about that at the meeting. At the time, there was and administrated error by John. He forgot to change the date and he still needs to the signatures. Though, this won't affect anything unless the board wants to change that.

<b>Offered By:</b>	Aaron Castaneda	<b>Seconded by:</b>	Veronica Garcia-Martinez			
Motion to approve ASI LAIF Signature Update and the edit.						
<b>All in Favor</b>	All	<b>Opposed</b>	0	<b>Abstained</b>	0	<b>Motion:</b> Passed

c. **Policy Amendments:** The Board will take action on the following policy amendments recommended by the Bylaws Committee.

1. **Policy 213: Academic Student Organization Travel**

- Aaron Castaneda: This is a policy for students to travel and get funded through ASI. We made a few changes which are the clubs needs to be recognized with CSI before anything. Travel events have occurred in the overnight stay. (Aaron is informing the board on the changes that were made in Policy 213).
- Rashad Freeman: As long as you are within 25 miles from the University.
- Jocelyn Vargas: Regarding the policy under 5.6.6. As far as that organization doesn't fall under academic is there a list that shows that club falls under what category?
- Aaron Castaneda: That's why we have the president put their name on there.

<b>Offered By:</b>	Aaron Castaneda		<b>Seconded by:</b>	Matthew Keels		
Motion to approve Policy 213 and edits. Consensus to approve Policy 213 and the edits- Consensus reached						
<b>All in Favor</b>	All	<b>Opposed</b>	0	<b>Abstained</b>	0	<b>Motion:</b> Passed

2. **Policy 224: University Council of Clubs and Organizations**

- Aaron Castaneda: Policy 224 is to provide policy regarding the disbursement of A.S.I. provided U.C.C.O. funds that meet the needs of the council and the clubs/organizations it serves. (Aaron is informing the board more about Policy 224).
- Nia Johnson: (Nia is informing the board that policy 224 will be removed later on).

<b>Offered By:</b>	Aaron Castaneda		<b>Seconded by:</b>	Rashad Freeman		
Motion to approve Policy 224. Consensus to approve policy 224- Consensus reached						
<b>All in Favor</b>	All	<b>Opposed</b>	0	<b>Abstained</b>	0	<b>Motion:</b> Passed

3. **Policy 202: Funding Flowchart**

- Aaron Castaneda: Policy 202 will be removed. This is an internal policy and one of the things the committee notices is that we have a lot of policy name policy. In the upcoming month, we'll have a lot of edits. (Aaron is informing the board more on Policy 202).
- Matthew Keels: This has nothing to do with the policy but for ASI logo, that's the old one.
- Jacquelyn Acosta: Also, she's not here but I want to praise Lily. Before she was here, it was a mess; therefore, I want to give a round of applause to her.
- Edgar: Maybe under RPP, may you explain what it is?

<b>Offered By:</b>	Aaron Castaneda		<b>Seconded by:</b>	Rashad Freeman		
Motion to approve Policy 202. Consensus to approve Policy 202- Consensus reached						
<b>All in Favor</b>	All	<b>Opposed</b>	0	<b>Abstained</b>	0	<b>Motion:</b> Passed

IV. **Special Presentation: President Covino (Time Certain 4-4:30 pm)**

- α. President Covino will address the Board in regards to this semester's successes and challenges. A short Q&A will follow the presentation
  - Nia Johnson: This special presentation is a clerical error due to the fact that president Covino has a previous engagement off campus therefore he won't make it.

V. **Information Items:**

- α. **ASI Referendum Update:** The VP for Finance will update the Board on the status of the ASI Petition.
  - Aaron Castaneda: So I know Thanksgiving we didn't have classes or any session. We had at least 806 signatures today. I know most of you are saying, "I'm holding on to it, I'm waiting for the last moment to turn in." Now I'm wondering if that's the case. Front desk does not have the time to put

in 13-14 in a day. The referendum is still going to happen. *(Aaron informing the board on the dates and time of the meeting).*

➤ Nia Johnson: The competition is to work together in that team. *(Nia is encouraging the board to go out and get more signatures).*

**b. Important Dates and Meetings:** The Board will be reminded of important upcoming dates.

**1. Fall Holiday Celebration and White Elephant Activity:**

- Nia Johnson: We are not just broke, we are broke broke. This is an event that will be happening in our next potluck. This will be happening on December 7, 2018. *(Nia is informing the board on the Fall Holiday Celebration and the White Elephant activity).*
- Davona Watson: Getting a gender-neutral gift.
- Rashad Freeman: May I go over the \$10 rules?
- Nia Johnson: You may pass, but I would not encourage.
- Matthew Keels: same question.
- Jocelyn Vargas: I would discourage it because I do not want to this to be another episode of the office.
- Fritza Plasencia: What time?
- Dena Florez: I'm mainly looking at 12:00-2:00 maybe 12:00-3:00.
- Aaron Castaneda: Keep it under \$10.
- Matthew Keels: Sometimes, games get very vicious.
- *(The board is going over the rules of White Elephant).*

**2. Winter Leadership Training: January 17 and 18, 2019**

- Marcus Rodriguez: *(Marcus is reviewing the Winter Leadership Training with the board).*
- Davona Watson: When will the winter retreat take place?
- Marcus Rodriguez: We might do it at downtown.
- Nia Allen: Will we be having transportation to downtown.
- Marcus Rodriguez: We will be going through public transit, what we will do is take the public transit and walk together.
- Aaron Castaneda: Is the 18 ODC?
- Marcus Rodriguez: No.
- Matthew Keels: Just want to say public transportation is not that bad.
- Selene Castillo: I take the bus every day; it's not that bad.
- Veronica Garcia-Martinez: Let's not continually make fun of public transporting because it might hurt someone's feelings.
- Marcus Rodriguez: if you do not have the pass, we can take care of that.

**c. State of Affairs:** The ASI President will present the State of Affairs to the Board of Directors.

- Matthew Keels: I have an edit to make, so Military Connected is an actual hyphen.
- Veronica Garcia-Martinez: Should we make sure the language is in the third person?
- Rashad Freeman: In this sentence, is that promoting ASI or promoting of ASI student-faculty?
- Nia Johnson: *(Nia Johnson is answering Rashad's question).*
- Christopher Koo: Can you clarify what 6 and 6 is?
- Aaron Castaneda: We'll be looking at more at the mid-year budget review.
- Rashad Freeman: *(Rashad is giving his recommendation).*
- Jacquelyn Acosta: I think, you should just get take out the sentence..
- Nia Johnson: May someone tell me if this accurate within the organization.
- Rashad Freeman: As for my organization, this is a good recreation.

VI. Discussion Items:

- a. **Board of Trustee Recap:** The Board will discuss the highlights and key take aways of the recent Board of Trustee visits.
- Matthew Keels: When I met with the board of trustee, we wanted to bring up sponsorship. They would jump around and they didn't really answer the questions. They did answer that it is CSU problem. I hope wished they had answered it better.
  - Veronica Garcia-Martinez: I did learn that members can join through a phone call with the governor. Back then, when we hear there was change, they said that they received a phone call and was offered to join the trustees. I'll be looking into more on that process.
  - Davona Watson: My question was about student's murder that hap happens. I wanted an update and what I found was that it wasn't a problem they handle but they push the problem so it may be addressed.
  - Aaron Castaneda: I didn't get to go to the meeting; I had the opportunity to meet with the trustees. The things I picked up was that, it's better when you are talking to them one on one.
- b. **Recap of Pizza with the President:** The Board will discuss the effectiveness of our most recent Pizza with the President and potential ways to enhance this meeting.
- Nia Johnson: President Covino expresses that he enjoy that experience. Thank you all to those you attends this event.
  - Davona Watson: I do not remember much, mostly because we were laughing so much. One of the things I like about the meeting was the idea of having a polling place on campus and this was actually one of the ideas he has.
  - Veronica Garcia-Martinez: I think it was very effective because we would talk about different topics. We also get to see what happen after the mid-term election and discuss it. We also started building on new ideas and he thinks it was great.
  - Marcus Rodriguez: *(Marcus is giving his feedback to the board).*

VII. Reports:

a. ASI President: **Nia Johnson**

- Nia Johnson: I have been working with the state of affairs document. I'm trying to communicate with Matthew and pick up where we left off. I'm trying to create a way to recognize all the work we've been doing. Through reading the bi-weekly reports, I found out that multiple people had mentioned they are burned out. I want to recognize that as student leader we are here for the students. I appreciate all the students' leader.

b. ASI Vice President for Administration: **Matthew Keels**

- Matthew Keels: Mostly want to talk about the commissioners. We have the first commissioner meeting. We made a lot of policy changes and Veteran Representative we want to change the title to change to Military Connected Student Representative. This Friday, we are making policy changes. I met with the spirit commission. She was kind of unsure of things. She was confused about the COC meeting. She didn't know she supported to attend the meeting. Jourdan's event is starting at 6:00 PM. We had some issues, but this will is a great event. Jessal had a personal issue, Javier has two people drop from his committee, as for the housing, and we have a replacement for Caitlin.

c. ASI Vice President for Finance: **Aaron Castaneda**

- Aaron Castaneda: The finance committee will meet tomorrow. I split the finance committee meeting into two meetings. We worked on club funding and other things we have done in this semester such as passing 7 policies edit. Next semester, we'll be focusing on budgeting. The referendum is still going on. Last week, an administrator question my credibility for this committee, therefore, I want to say thank you to Nia for defending me. Thank you, Nia, for all that you did.

- d. ASI Vice President for Academic Governance: **Jacquelyn Acosta**
  - Jacquelyn Acosta: A lot of things are pretty much the same. I'll be presenting to my academic senate of what I expect from them in ASI. This semester had been hard for me, in this position I have two representatives that have resigned but, I just want to say that my senators are amazing.
- e. ASI Vice President for External Affairs and Advancement: **Veronica Garcia-Martinez**
  - Veronica Garcia-Martinez: We ended drafting up the letter and sent them out. We had CHES coming up. I want to give a shout-out to Krystal. I'll still be having meeting after finals for the civic engagement. Right now we have over 400 points of civic engagement events.
- f. ASI Secretary/ Treasurer: **David San**
  - David San: The bi-weekly has been turned in. Dina is of the first who turn it in this week. I know I have to get ready for the strategic planning for next semester.
- g. ASI Board of Directors:
  - Rashad Freeman: I'm looking on putting stuff together on December 14 at my house.
  - Jocelyn Vargas: We have a de-stress event coming up, we'll be tabling at the library.
  - Veronica Garcia-Martinez: I think it's something that needs to be heard of Krystal. She partnered with Paige and the external empower group. They look at what are the best dances for the different culture. She also asked anyone who stopped by to make a little design and put them all together and hangs it up somewhere so we may show the students that we are all unify.
  - Krystal Rubio: we got interviewed by the university time.
- h. ASI Staff: **Marcus Rodriguez, Interim Executive Director**
  - Marcus Rodriguez: January of 14 we'll be having a meeting. There is a bunch of paid internship that CSULA students haven't apply for and are qualified for. You may apply through the career center. We have a calendar with Gus. I had a fantastic meeting about the culture shift and I was able to talk with student leader like Dioncia about the wellness of the program in CSULA. You can write a resolution and we'll bring it to the CSSA. Lastly, we are working on the data and Dena has been a great help so that ASI is better.
- i. University Designee: **Dr. Jennifer Miller, Dean of Students**
  - Dr. Jennifer Miller: I came from my favorite grad. I'm excited to see the student doing better and getting closer to graduating on time. I also got back from CSU meeting with the dene for three hours. What we are doing is polling places and focus on administrative work such as counseling and just other ideas that are better for our campus. I'm applying for the 12 grants that I have personally committed to. People can be upset but it's better to be upset and be informed. The puppies are coming on Wednesday, as well as I'm trying to get the cat, but they are very hard to handle. We also have yoga and other de-stress activity.

VIII. **Adjournment: 5:32PM**

<b>Offered By:</b>	Rashad Freeman	<b>Seconded by:</b>	Christopher Koo			
Motion to adjourn the meeting at 5:32 PM.						
Consensus to adjourn the meeting at 5:32 PM- Consensus reached.						
<b>All in Favor</b>	All	<b>Opposed</b>	0	<b>Abstained</b>	0	<b>Motion:</b> Passed

CERTIFICATION

Official Minutes taken for the ASI Board of Directors Meeting of the Associated Students, Inc., Cal State Los Angeles held on November 29, 2018 in the: U-SU Board Room, 303 and were approved by consensus by the A.S.I. Board of Director Committee on Thursday, January 31, 2019. Prepared by:

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Dena Florez- Recording Secretary

*David San*

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David San- Secretary/Treasurer

CERTIFIED