



Board of Directors Meeting Minutes

Date: Thursday, October 4, 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 @ 3:15 PM

b. Roll Call:

Nia Johnson	<i>President</i>	Present
Jesus Mora	<i>Vice President for Administration</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
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 & Economics Rep.</i>	Unexcused Tardy, Present @3:18pm
Isai Amaya	<i>College of Arts and Letters Rep.</i>	Unexcused Tardy, Present @3:18pm
Raul Rodriguez	<i>Charter College of Education Rep.</i>	Unexcused Absent
Smitkumar Patel	<i>College of Engineering, Comp. Science & Technology Rep</i>	Present
Edgar Chavez	<i>College of Engineering, Comp. Science & Technology Rep.</i>	Present, Left @4:23pm
Fritza Plasencia	<i>College of Natural & Social Sciences Rep.</i>	Present
Davona Watson	<i>College of Natural & Social Sciences Rep.</i>	Present
Nataly Aviles	<i>Community Affairs Representative at Large</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>	Present
Intef W. Weser	<i>Executive Director</i>	Present
Marcus Rodriguez	<i>Director of Government Affairs & Leadership Programs</i>	Present
Dena Florez	<i>Office Manager of Administration & Services – RS</i>	Present
Guests of the Gallery		

c. Adoption of Agenda: **Thursday, October 4, 2018**

I. Discussion:

- Aaron Castaneda: I want to make a clerical amendment for September 20 not September 6
- Nia Johnson: Intef can you fix that right now?
- Intef W. Weser: No
- Nia Johnson: You can't edit that right now? Ok we'll accept that as a clerical error.
- Jocelyn Vargas: I want to make an amendment to the agenda and add information E regarding program evaluations.
- Veronica Garcia-Martinez: I do not give consensus because for report, I don't know if the name for secretary/treasurer is supposed to be Jennifer. Or did we change that?
- Nia Johnson: We can accept that as a clerical amendment.

Offered By:	Veronica Garcia-Martinez	Seconded by:	Jocelyn Vargas				
Consensus to approve the agenda of Thursday October 4, 2018 – Consensus Reached							
Motion to approve the Agenda of Thursday October 4, 2018.							
All in Favor	All	Opposed	0	Abstained	0	Motion:	Passed

Offered By:	Jocelyn Vargas	Seconded by:	Aaron Castaneda			
Motion to add an information item E regarding Program Evaluations under the informational item D.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

d. Approval of Minutes: **September 20, 2018**

II. Discussion:

- Nia Allen: My name is not on the list.
- Nia Johnson: We'll make edit on that, Dena may you fix that?
- Dena Florez: Yes

Offered By:	Rashad Freeman	Seconded by:	Aaron Castaneda			
Motion to approve the minutes for Thursday, September 20, 2018						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

II. Public Forum:

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

- Chief Wall: When I was last here, there was a police report regarding the police shooting. I am here to report you regarding that incident due to the appropriate investigation I've done. I felt it was best to inform the board that on the October 15 approximately 9:36 AM in the afternoon we got a call from Phi Sigma and the call again said, "Hey we heard what sounded like gunshots coming from the southern freeway, we just want to let you know we have some concern" and then we asked "have you notify Cal State LA". The cops were sent to the position to check out on it. The cops went to the fraternity house and talk to the members. The cops continue to check everywhere such as stores and freeways. After continuing the search and not finding any evidence they clear the scene around 10:00 AM. We did come out after the call 5 minutes. I just want to let you know that if something gets screwed up please contact me.
- Lieutenant: I just want to say thank you, thank you. I want to say we are excited for your support and working together with events. We are raising funds and if you know anyone who wants to buy patches, the patches are 10 and you can buy them at the front counter.

III. Action Items:

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

i. Board of Directors Appointment(s):

1. College of Arts and Letters Representative:

• Discussion:

- Nia Johnson: I just want to say that this person was not able to make it due to the fact that the contact number that was provided was incorrect. But because they were a former ASI candidate we were able to reach out to them and we were informed that they were in the hospital. Therefore, I recommend that we should postpone this position because even if we appoint the candidate they'll still be in the hospital, Jocelyn Vargas: I like to motion the postponed the College of Arts and Letters Representative.
- Aaron Castaneda: Does that means the window would be closed or open?
- Isai Amaya: To be fair, I would leave it open so that we can give the opportunities to someone else but just postpone her appointment.
- Nia Johnson: Someone amend the motion.
- Jocelyn Vargas: If we are leaving it open, would we leave it for the student to apply? So that we may be consistent with the way we do things.
- Intef W. Weser: Yes, it is the same condition. I think we should leave it open but we'll assign her in the next meeting.
- Rashad Freeman: I disagree with Intef, we should leave it open. If she was not ready, we should give that opportunity to the next applicant.
- Nia Johnson: Again, I also want to say that she provided us with the wrong contact number. Though, if I did want her to come into today, she wouldn't be able to.
- Jocelyn Vargas: I agree with Rashad but we should be consistent.
- Fritza Plasencia: I agree with Jocelyn Vargas, we are representing our organization, therefore, we should follow through.
- Isai Amaya: I agree and disagree with Intef. *(Giving his reasons on why he agrees and disagree with Intef.)*

Offered By:	Jocelyn Vargas	Seconded by:	Isai Amaya			
Motion to postpone the College of Arts and Letters Representative position to the next BOD.						
All in Favor	14	Opposed	0	Abstained	0	Motion: Passed

ii. Associate Justice Appointment(s):

1. Associate Justice:

• Discussion:

- Nia Allen: I just want to say I wasn't able to meet with the individual. So, I wasn't able to interview with the individual. So he is not here.
- Intef W. Weser: So we have to make sure, was he unavailable to you or?
- Nia Allen: He was unavailable. He didn't contact me until it was too late.
- Intef W. Weser: Just to clarify, if they apply on time they should be able to still attend the BOD.
- Jocelyn Vargas: When we are postponing the applicant, they'll still be there for the next meeting and if the person doesn't get appointed the person will be appointed the next meeting.

Offered By:	Rashad Freeman	Seconded by:	Fritza Plasencia			
Motion to postpone the Associate Justice position to the next BOD.						
All in Favor	14	Opposed	0	Abstained	0	Motion: Passed

iii. Spirit Commissioner Appointment(s):

1. **Spirit Commissioner:**

• **Discussion:**

- Jesus Mora: So, in the last Board of Director Meeting, we were going to appoint her but, we didn't due to the fact that she had class at 4:30 PM. I was under the impression that she was going to come to the BOD meeting today but Intef had informed me that no one contacted her. Therefore, we should postpone the position to the next BOD and keep the position open.
- Aaron Castaneda: I think it's an administrative error. I think the candidate should still be a priority because it's unfair for this individual to not be appointed due to the fact that no one contacted her.
- Jocelyn Vargas: Was she interview the first time for the BOD? You have to be consistent so we have to interview the second time.
- Jesus Mora: I interview her for the first time and interview someone else the second time.
- Krystal Rubio: Did anyone let her know that she was supposed to come?
- Jesus Mora: Yes, but we just let her know that to come but that all.

Offered By:	Rashad Freeman	Seconded by:	Jocelyn Vargas			
Motion to postpone the Spirit Commissioner position to the next BOD.						
All in Favor	14	Opposed	0	Abstained	0	Motion: Passed

iv. Internal Committee Appointment(s):

1. **Lobby Corps Member:**

a. 1 Minutes Speech:

- Javier Mora: Hello everyone, I believe I'm a good candidate for this committee because I've worked on my own outside of school. The things I've protested about are the Environmental Justice, Seniors Health Care System, and College Tuition. I'm also a part of an organized group regarding student activism.

b. 2 Questions:

- Veronica Garcia-Martinez: Can you talk a little bit about your experience as far as for the campaign and internship you are doing?
- Javier Moro: Oh yeah, so as far right now, I'm interning for Kevin Hejia because he is running for house representative for this district (*Giving detail of other internships he had done.*)
- Jocelyn Vargas: How comfortable are you to work with the lobby Corps?
- Javier Moro: I'm very comfortable with working with Lobby corp. I'm working in the Cal state LA science club so with that being said I'm comfortable seeing the different side.
- Aaron Castaneda: How do you truly intend to make everything you do nonpartisan?
- Jesus Mora: I want to fix my vocabulary and improve it. As well as for networking.

• **Discussion:**

- Veronica Garcia-Martinez: So, based on the interview, he talked about the things we can do with networking and working together. However, in the interview, there was a time conflict with the meeting and his personal schedule. So, base off of that, I give my recommendation. But, I do want to see if he can switch. Its office hours that conflict with the time. But I do want to give my recommendation.
- Aaron Castaneda: In the Lobby Corp there well speakers who have different views. How are you comfortable do you feel with Javier speaking to those candidates?

- Veronica Garcia-Martinez: I think because he had experience with those campaigns it slips. We still have time until we go to advocate in March at CHESS. I'm planning to make workshops so that we are preparing to speak with legislators. I want to give him the opportunity to give him the time.

Offered By:	Jesus Mora	Seconded by:	Davona Watson			
Motion to appoint Javier Mora as a Lobby Corps Member.						
All in Favor	13	Opposed	0	Abstained	0	Motion: Passed

2. ASI Bylaws Codes of Procedures Committee:

a. 1 Minutes Speech:

- Rashad Freeman: I want to join this committee, so I can be in charge of the Bi-Law and following the procedure. In order to advocate for the student, our ASI needs to operate will therefore in order to do so I understand the importance of reviewing and making changes.

b. 2 Questions:

- Aaron Castaneda: Hello Rashad, so I know you are sitting in committee board, and any decision that is made goes to the committee that you sit on. So, I want to know, how we would know you are not going to be biased when it comes to the decision making for the by-law.
- Rashad Freeman: Great question, in fact, I love facts and figure and even if things are supposed to be a certain way I look at fact and figures. There's no one set of an idea that I strap to myself too. I have training in my academic mind to looking furthermore in life.

• Discussion:

- Nia Allen: I do recommend Rashad because he knows the law and also his vocabulary is very well. He is well spoken therefore, I do recommend Rashad.

Offered By:	Christopher Koo	Seconded by:	Jocelyn Vargas				
Motion to appoint Rashad Freeman as ASI Bylaws Codes of Procedures Committee.							
All in Favor	12	Opposed	0	Abstained	1	Motion:	Passed

3. ASI Finance Committee - Student Committee Member

a. 1 Minutes Speech:

- David San: I won't say I'm the most qualify but I grew an interest in the Finance Committee. I did attend a couple of Sub-Committee meeting and I was very interested therefore I want to be a part and help with the process.

b. 3 Questions:

- Rashad Freeman: In the application you mention that you had experience with treasurer, what are the responsibility did you have?
- David San: In ASB in high school, we have a couple of committees and there were about 30 students and other positions. We all have our own jobs and when it comes to financing we did give suggestion on what should we do or not do with the money.

• Discussion:

- Aaron Castaneda: I did have the opportunities to interview David. He did state the fact that it's his first time; he is honest. Just one, he did mention the policy. I do recommend him to be on the finance committee.

Offered By:	Jocelyn Vargas	Seconded by:	Christopher Koo			
Motion to appoint David San into the ASI Finance Committee.						
All in Favor	14	Opposed	0	Abstained	0	Motion: Passed

v. University Wide Committee Appointment Report

IV. Special Presentation:

- a. **Veterans Affairs Resource Commissioner** will present recent survey results pertaining to military connected students **4:15 PM Time Certain**

- Matthew Keels: I sat down with a couple of people and came up with survey questions on how student feel about working with us. We close on September 24. So, today I'll talk about the result. It will take a couple of weeks to get the report. As of this semester, we have about 641 students in the military; we thought we had 1,000. 122 student who respond so that's about 20 percent of them. The winner was picked and they'll get the iPad on Monday. The report has 114 pages. As for question 9; what highest degree and around 39 percentage people say, master. 10 individual said doctor for what degree they want. There are 9.65 % coming from College of art and letters, 16.67 % coming from business and economics. 9.65 % coming from the college of education. 11.40% is coming from engineering, computer science, and technology. 16.16 % coming from the natural and social science and the most percentage is 35.96 is coming from the college health and human service. For question 60 discuss the institution and how veteran- friendly is. Question number 72 is very shocking to me because the most problem on campus is about advisement but this static shows how great the advisement is. *(Matthew gives more detail on the result of the survey)*
- Jocelyn Vargas: Were you able to break down how many veterans are in each department?
- Matthew Keels: We did ask the question what major they were. It was a fill-in so, for that one is very long.
- Aaron Castaneda: First of all, I want to congratulate you because this was a great survey. My question is, how would think we could improve our center and the service so that ASI may help our veterans?
- Matthew Keels: The survey is to find issue. But, if you look through the result there isn't issue with the service.

- b. **Sesley Lewis, Coordinator of Food and Housing Security**, will update the Board on recent developments and efforts to minimize food and housing insecurity **5:10 pm Time Certain**

- Sesley Lewis: I work with Cal fresh and food pantry and anything that relates to food. I want to talk to you all on how my position came to be. Many of you may be aware of student studies, for those who experiment for food insecurity. Through that research, they found out 30 % have food insecurity and 2 % of student are homeless. We did create programs such as Cal Fresh. This is known as the food stand program. The main idea for Cal Fresh is that students can receive the benefit of our program. Right here on the third floor, there is a food pantry; it is mainly dry food. It is staff by volunteers and we do have one open once a week and Monday are donation date.
- Veronica Garcia-Martinez: What is the other service you are proving the student?
- Sesley Lewis: As for right now, there are no more services. Though, my goal is to find more permanent places for students to be.

- Rashad Freeman: One, how long does that application takes? How long is the response about the hotel voucher? Third, how much space do you have for housing for students?
- Sesley Lewis: The application process is quick, and the response is quick. I do not have an answer to the voucher hotel and for housing, we have one apartment with 6 beds.
- Davona Wastson: Is there anything we can do in the meantime since the students are saying they are homeless?
- Sesley Lewis: I think the question is, what is that we need to work with the housing department on?
- Isai Amaya: Why is that the food pantry is only open for one day a week?
- Sesley Lewis: If we open multiple days we would not have enough resources for the student because we don't always have food stock up. As for volunteers, we have an internship program for students. For this semester, we have a nice amount of applications and only one student follow up.

• **Discussion:**

- Rashad Freeman: I would like to let you know I have class.

Offered By:	Veronica Garcia-Martinez	Seconded by:	Krystal Rubio
Motion to extend the meeting by 10 minutes.			
All in Favor	0	Opposed	All
		Abstained	0
Motion: Not Passed.			

V. Information:

a. **Mid-Year Evaluations-** The Board will be informed of the Mid-Year Evaluation process.

- Intef W. Weser: There is the evolution where you can do it. Everyone is encouraged to do it. As you can see, there is a different but similar process to do the evaluation. Nia is also doing a summary of her reports. A senator well gives feedback on Marcus. We do try to fit it into the category to people you work with.
- Nia Johnson: May you give more detail on how we would go off of someone who doesn't work with that person?
- Intef: If you don't work with that person, you do not need to do the evaluation.
- Nia Johnson: Are we encouraging people to do that?
- Intef W. Weser: There is little things people can evaluate.
- Dena Florez: I do understand the direction. I did have one bad situation where who I had someone who I didn't interact with. I do not want a bad evaluation because I don't get along with that person.
- Dr. Jennifer Miller: We should not be discouraging about the evaluation. We do want an accurate opinion, so we may have the feedback.
- Intef W. Weser: We also read through the process so we get feedback.
- Nia Johnson: Jesus do you have anything to add?
- Jesus Mora: I just want to stress about the evolution so that we can have it successfully unlike last year. Also, be fair and make sure to do it. It on the page and the evolution will be put in everyone mail box.

b. **Referendum status-** The Board will be informed on the status of our ASI Referendum and how they can support our efforts stakeholders in ASI.

- Aaron Castaneda: Our referendum is the student balance. The ASI this year talks about the student body fee. We have the lowest ASI fee which is \$53 a year. \$1000 is giving to the student body. Every time we increase the revenue is because we are accepting more people. Our enrollments are increasing, and everything is getting expensive. All these costs are growing up and we love to expend the system. So, we

do not have the fund. What is an index? An index is the cost of living. The average five years that the student is paying is about \$10 more. But again, imagine the services we provide for the student such as the bluebooks and scantron. The student is getting their money back. The 10 percentage for student petition is for sponsoring students. We will create sign sheet asking for CIN, email, and name. We are trying to get digitally for the student who wants to reach out. Also, please attend the meeting; out of 20 only, 2 goes.

- Fritza Plasencia: You talk about that increase right, is it every year?
- Aaron Castaneda: The goal is to have an increase, and the president can have the right to stop it or go with it. The increase is only \$2 increase and not a dramatic increase.
- Nia Johnson: I do want to say that attending the meeting will help you to communicate with students who come and say what we are doing for parking problems. The meeting can really train you on what to say and what is the policy. Such as offering more funding for U-Pass. In order to make a difference, we need the funding.

c. **CSSA Updates-** The Vice President for External Affairs and Advancement will update the Board on recent CSSA developments.

- Veronica Garcia-Martinez: So, Chico is involved with the food challenge. They talked about what food should be on our campus farm, instead of having them coming from other places. We see result how other campuses are being involved with this. They also discuss civic engagement. Each campus well tasks up the civic engagement activity regarding our events that we host. At the end of the year, we will get the end of the year trophy so that we may have and also holding on that title. I brought this up to our legislature affair to make a list of our event that we had so far. We also talk about how grant help student succeed.
- Nia Johnson: I also want to say that those who attend the meeting please if you have anything to add feel free. Aaron, Krystal, Natali, and Medrik.
- Krystal Rubio: I think we might have mentioned this, how to work with the food pantry. We should reach out to the local food bank.

d. **Internal Audit Update-** The Board will be updated on recent progress made to remedy University concerns.

- Aaron Castaneda: We will go through the internal audit. This is conducted on our credit card and how our transaction. This was more about the policy which was authorized by the department. They are just looking at the transaction and the policy by the university and the reimbursement policy. There was a pattern of RPP recipe were missing. *(Aaron going into more details regarding the internal audit update with the board.)*
- Dena Florez: I just want to make a clarification since I work with the U.S. bank payments and it was never late. What it is that they did mention about the missing recipe. As for someone who misses recipe I have to discuss to individual about the importance of missing recipe. For the travel form, we have a purchase card for the student who have the card. Even BFS, they handle ASI Work. Though, we do have three bids on how we filed the paperwork. For athletic game ticket, we did game tickets to enter a game with the Lakers, clippers. If we do not sell the tickets by that day, they come a collect it. *(Dena informing the board on the process of how ASI handles tickets and payments transaction.)*
- Dr. Jennifer Miller: The U.S. is an issue even if we have not been suspended. It is the students' money and we want to make sure the money is well spent. I don't want to

get into an argument, but these are things the auditors are looking at and you need to take a look at it.

- Aaron Castaneda: Dena did create a corporate card so it lets students know how to use the credit cards. Number two that the game tickets those tickets need to be accountable for. The Executive Director need to review the document and approve it. *(Aaron informing the board on the deadline and going into more about the recommendations of the internal audit.)*
- Veronica Garcia-Martinez: After we have all this done by Oct 31, we would have any require recommendation to keep this as it is?
- Aaron Castaneda: The goal is to have everything done by October 31.

e. **Program Evaluations** - The Board will discuss program evaluations. (amended)

- Jocelyn Vargas: After an ASI member are done with the event, you do need to file an evaluation form and submit it to Marcus.
- Nia Johnson: I do like to echo that you have to do it. So that, we have a feedback and I want to stress these evaluations.

VI. Discussion:

a. **Presidents Priority Issue List**– The Board will review amendments made to the expectations section and make recommendations to enhance this document.

- Nia Johnson: We are having pizza with the president so please review the policy, so we may be ready. The next pizza with the president is on October 26. *(Nia informing the board on the importance of understanding the topic before the event.)*

Offered By:	Jocelyn Vargas	Seconded by:	Rashad Freeman			
Consensus to table the Presidents Priority Issue List and report to the next BOD. – Consensus Reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

VII. Reports:

- a. ASI President: **Nia Johnson**
- b. ASI Vice President for Administration: **Jesus Mora**
- c. ASI Vice President for Finance: **Aaron Castaneda**
- d. ASI Vice President for Academic Governance: **Jacquelyn Acosta**
- e. ASI Vice President for External Affairs and Advancement: **Veronica Garcia-Martinez**
- f. ASI Secretary/ Treasurer: **David San**
- g. ASI Chief Justice: **Nia Allen**
- h. ASI Board of Directors
- i. ASI Staff: **Intef W. Weser and Marcus Rodriguez**
- j. University Designee: **Dr. Jennifer Miller, Dean of Students**

VIII. Adjournment: Adjourn By Nia Johnson at 5:45 pm

CERTIFICATION

Official Minutes taken for the ASI Board of Directors Meeting of the Associated Students, Inc., Cal State Los Angeles held on October 4, 2018 in the: U-SU Board Room, 303 and were approved by consensus by the A.S.I. Board of Director Committee on Thursday, October 18, 2018. Prepared by:

Dena Florez- Recording Secretary

David San

David San- Secretary/Treasurer