



# Cabinet of Commissioners Committee Meeting Minutes

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Day/Date: October 4, 2019  
 Time: 10am – 12:00pm ASI Conference Room  
 Location: ASI Conference room  
 Attendees: COC Commissioners, Damarea, General Public

**I. Organizational Items:**

**Call to order by: Chair Vice President of Administration, at 10:03AM**

**b. Roll Call**

Teady Ochoa	Vice President for Administration	✓Present
Ugbad Farah	Environmental Affairs Commissioner	✓Present
Brianna Vela	Housing Commissioner	✓Present
Arie Lea Kuo	PR & Marketing Commissioner	✓Present
Victor Ceballos-Delgado	Spirit Commissioner	✓Present
Alexander Berry	Chief Justice	✓Unexcused tardy (10:07am)
Vacant	Military-Connected Student Representative	✓Present
Damarea Parker	Senior Coordinator	✓Present

**c. Adoption of Agenda: October 4, 2019**

<b>Offered By:</b>	<b>Victor</b>	<b>Seconded by:</b>	<b>Brianna</b>			
Motion to approve Agenda for Friday, October 4, 2019						
<b>All in Favor</b>	<b>Consensus</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: ✓ passed</b>

**d. Amendment of Minutes (action):**

<b>Offered By:</b>	<b>Ugbad</b>	<b>Seconded by:</b>	<b>Arie Lea</b>			
Motion to make an amendment to the Minutes for Friday, September 20, 2019, to correct Ugbad's last name						
<b>All in Favor</b>	<b>Consensus</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: ✓ passed</b>

**e. Approval of Minutes (action):**

<b>Offered By:</b>	<b>Arie Lea</b>	<b>Seconded by:</b>	<b>Ugbad</b>			
Motion to approve the Minutes for Friday, September 20, 2019						

<b>All in Favor</b>	<b>Consensus</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: ✓ passed</b>
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**II. Public Forum**

This time is allotted to members of the public to address the board regarding items not included on the meeting agenda. Speaker cards are available for those wanting to speak on agenda items as listed below. Those comments will be heard as the item is introduced.

**III. Discussion Items**

1. **October 31: The Cabinet will discuss ideas for the upcoming event**
  - **Victor:** Housing and Teady went to the soccer field and we are planning how to do the student section. We will have music and reach out to housing and Greek life to advertise the game. We will also have a DJ.
  - **Teady:** We will be going to get supplies during the week, and we will have a section in the bleachers and we will have a little cemetery there. Decorating will start at 2pm.
2. **International Festival: The Cabinet will receive final updates on the event**
  - **Arie Lea:** It will be November 21, from 10am-2pm, with an in-person rehearsal on November 5<sup>th</sup>. We'll need help for our ASI booth, and we'll need help with keeping performances going smoothly on the day of.
3. **Eagles-Take-Flight Student Resource Fair: The Cabinet will receive information from PRMC Commissioner about the event.**
  - **Arie Lea:** We are having a student resource fair on November 14, from 11am-2pm. We have the Center for Academic Success, CSI, Veterans resource center, Student Health, Career center, Epic, Deans office. We are asking the centers to help us purchase snacks for students.
4. **PINK GAME: The Cabinet will discuss ASI involvement and promo items.**
  - **Victor:** The PINK game is for breast cancer awareness and so we'll be handing out pink pins, shirts, and towels. We want to have a banner for this and is where we will first start the student section. We are trying to get Universal Studios to appear at the event with a character. It is October 18, 6:30pm-8:30pm. We are also planning to do Eaglechella for the next semester. It will be like Coachella and it will be a festival in the soccer arena with music and food. It will be open to all Cal State LA students.
  - **Teady:** There will be music with different hours with different music and we'll have backdrops for people to take pictures. We are trying to get more school spirit. We are thinking of bringing the EPC there to promote environmental issues.
  - **Victor:** We are also trying to not use paper for the surveys for the PINK game and will instead use a QR code to do it online.
5. **Beach Clean-Up: The Cabinet will discuss event turnout and feedback.**
  - **Ugbad:** The event was very successful. Based on participant feedback, we will probably choose another beach to clean up that needs more cleaning up. We did follow our original learning outcomes and our strategic goals.
6. **Housing: The Cabinet will receive an update from the Housing Commissioner about their program proposal in regard to October 31<sup>st</sup>**
  - **Brianna:** I would like to have some more promotional items to give to housing residents to get them interested in ASI. I've been working on trying to get the stairs decorated.
7. **Open forum**
  - **Alex:** The JRC had a planning meeting for the "Know Your Rights Panel". The initial one will be in Mid-November and hopefully in the spring we can have five events. Hopefully, we can get 6-8 speakers to have a panel to help students know their rights on campus, at the state-level, and at the federal-level. We would like to work with the Cabinet of Commissioners going forward. There will be a lot of information that is relevant to Cal State LA students and it should really help students who don't know what to do with their university rights. Speakers will have time to present and then there will be a question and answer session.

**IV. Reports:**

- **Vice President for Administration:** Please fill out the mid-year evaluations. I am working with Brianna and Victor on their program proposals. I am also going to reach out to the Career Center to work on a program with them. We also have a new Elections and Outreach Commissioner.
- **Spirit Commissioner:** We are working on the Oct 31 game and working on the student section. I am going to have a meeting to discuss Eaglechella and I'm trying to find sponsors for the event.
- **Environmental Affairs Commissioner:** I have information about the Urban Sustainability Symposium on campus this month. Thurs, Oct 24, 8am-1pm in golden eagle ballroom. This will bring researchers, students, faculty and others together to discuss Urban Sustainability. Nicole from food and water watch was interested in coming to Cal State LA to discuss how to help teach

students about how to preserve water and save money while doing that. I was thinking of reserving part of the library to talk with the DWP and have light refreshment. Hopefully, we can do this next semester, possibly on Earth Day.

- **Housing Representative:** We have our RHA board together and we have gotten most of the ideas figured out and we are going to present our ideas to the board and get everything going. We are trying to decide whether to do a seat at the table or a self-care fair. Both are good ideas, but I am hoping we can do a seat at the table this month and the self-care fair next semester.
- **PR and Marketing Commissioner:** I finished the in-class presentation and tabling schedule for October and sent that out. I have finished most of the details for the International Festival and we are holding planning meetings for the student resource fair every Friday and are inviting the Screaming Eagles to come help us.
- **Senior Coordinator:** For the "Life After College Event", I sat in the initial meeting and it was a good idea. We should have an event like this because it falls in line with our strategic planning. We had 278 participants for NVRD and it was a good turnout. We are also working with different departments about Cal State LA being a polling center and about how they will be introducing the new electronic polling system. There is also a collaboration between ASI, CSI, and the Health Center with Wellness Week for students.

**Adjournment**

<b>Offered By:</b>	<b>Arie Lea</b>	<b>Seconded By:</b>	<b>Victor</b>			
Motion to adjourn the meeting at 11:03 am.						
<b>All in Favor</b>	<b>Consensus</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: ✓ passed</b>

Associated Students, Incorporated  
Cabinet of Commissioners Meeting  
**Summary of Actions Taken**

**Adoption of Agenda: October 4, 2019**

<b>Offered By:</b>	<b>Victor</b>	<b>Seconded by:</b>	<b>Brianna</b>			
Motion to approve Agenda for Friday, October 4, 2019						
<b>All in Favor</b>	<b>Consensus</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: ✓ passed</b>

**Amendment of Minutes (action):**

<b>Offered By:</b>	<b>Ugbad</b>	<b>Seconded by:</b>	<b>Arie Lea</b>			
Motion to make an amendment to the Minutes for Friday, September 20, 2019, to correct Ugbad's last name						
<b>All in Favor</b>	<b>Consensus</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: ✓ passed</b>

**Approval of Minutes (action):**

<b>Offered By:</b>	<b>Arie Lea</b>	<b>Seconded by:</b>	<b>Ugbad</b>			
Motion to make an amendment to the Minutes for Friday, September 20, 2019						
<b>All in Favor</b>	<b>Consensus</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: ✓ passed</b>

**Adjournment**

<b>Offered By:</b>	<b>Arie Lea</b>	<b>Seconded By:</b>	<b>Victor</b>			
Motion to adjourn the meeting at 11:03 am.						
<b>All in Favor</b>	<b>Consensus</b>	<b>Opposed</b>	<b>None</b>	<b>Abstained</b>	<b>None</b>	<b>Motion: ✓ passed</b>

**Certification**

Official Minutes taken for the **CABINET OF COMMISSIONERS MEETING** of the Associated Students, Incorporated, Cal State LA held on Friday, October 4<sup>th</sup>, 2019 in the ASI Conference Room U-SU 203. Approved by the **CABINET OF COMMISSIONERS** on: \_\_\_\_\_.

Prepared by:

\_\_\_\_\_  
Cabinet Vice Chair - Recording Secretary

Confirmed by:

\_\_\_\_\_  
ASI Secretary/Treasurer