



Strategic Planning Meeting

Minutes

Day/Date: ___Tuesday, September 17, 2019_

Time: ___4:45 – 5:45_____

Location: ___ASI Conference Room 203__

Attendees: Strategic Planning committee, General Public

Type of Meeting: ___General_____

I. Organizational Items:

Call to order by: Chair David San, ASI Secretary/Treasurer @ _4:49_PM_____

b. Roll Call

P	David San	<i>Secretary/Treasurer</i>
P	Aaron Castaneda	<i>President</i>
P	Teady Ochoa	<i>Vice President for Administration</i>
P	Jacquelyn Acosta	<i>Vice President for Academic Governance</i>
EA	Christopher Koo	<i>Vice President for Finance</i>
P	Joceline Rivera-Jimenez	<i>Vice President for External Affairs and Advancement</i>
P	Alexander Berry	<i>Chief Justice</i>
-	Vacant	<i>BOD Representative</i>
-	Vacant	<i>BOD Representative</i>
-	Vacant	<i>Academic Senator</i>
-	Vacant	<i>Student at Large</i>
-	Vacant	<i>Interim Executive Director</i>
P	Dena	<i>Office Manager</i>
P	Christopher Johnson	<i>Staff Support</i>

c. Adoption of Agenda: Tuesday, September 17, 2019

Offered By:	Jacquelyn Acosta	Seconded by:	Aaron Castaneda			
N/A						
All in Favor	4	Opposed	0	Abstained	0	Motion: Passed

d. Approval of Minutes (action): Tuesday, September 3, 2019

Offered By:	Jacquelyn Acosta	Seconded by:	Joceline-Rivera			
N/A						
All in Favor	4	Opposed	0	Abstained	0	Motion: Passed

II. Public Forum

- a. 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.
 - N/A

III. Informational Items

- a. New Member Orientation Check: – The committee will look over the New Member Orientation to provide feedback on the content of the orientation.
 - David: I've provided the New Member Orientation Check; I want you all to introduce this to you all and get feedback. Everyone here is an expert in their field, is there anything you would like to add to the PowerPoint?
 - Tedy: For the Cabinet of Commissioners, is it possible to add another description such as The Cabinet of Commissioners (COC) considers issues related to sustainability on campus, student housing, student veteran support, spirit initiatives, and ASI elections and orientations.
 - David: Okay, send that over to me. Any other discussions on other areas?
 - Alex: Slide does say parliamentarians, the slide does say parliamentarians, can we adjust the wording there, although right now were doing more code of procedures and by laws.
 - David: Speaking on that most of what's on the orientation is from policy, in terms of full-staff description that comes from policy. The word parliamentarians could be changed since I don't think it's in policy.
 - Alex: We don't have that position anymore but maybe it was in the past.
 - Jacquelyn: One the portion that talks about ASI, adding the wording allyship and advocacy because ASI has shifted to this to reflect more the focus about ASI. Then, for Undergrad and Graduate, do you over the

requirements because when they apply, they read the description in the application. I don't think it unnecessarily have to be in the PowerPoint.

- Dena: Under the ED Position the ED reports to the ASI President due to our hierarchy Chart.
- Jacquelyn: I'll provide you with a blurb for Shared Governance. For committee appointments I would rather you possibly include the positions for external, sometimes commissioners ask me if they have to sit on an external. Adding these specific positions are the only ones that sit on an external but are not limited too.
- David: I do like the idea.
- Dena: Under my position, I don't really advise you, I support you in your position because you do the work. I think support would be better terminology.
- Jacquelyn: Understand the student representative roles, slide could be removed because we don't provide an orientation for external committees, this slide follow for anyone. The information does not protein to the new members during the orientation.
- Damarea: For the Job description, let's just add the current job descriptions.
- Jacquelyn: I say adding the staff support under the student leader position.
 - b. Strategic Plan Related Events Brainstorming – The committee will brainstorm events that can fulfill some of the goals from the Strategic Plan to try to implement over the academic year.
- David: I want to see what Marcus did before, having us come up with events for the programmers in general. I want to look at our strategic plan and then come up with events instead of the other way around. This is an older document, but the goals are still the same. Any ideas? I'll list a few I have
- Aaron: I don't have program initiatives, but I went today to the Presidents Leadership team and they introduced their strategic plan How can we use the data we currently have to create program initiatives?
- David: We don't have much data; all I have from this year is from *Welcome Weekend*.
- Jacelyn: Personal Statement writing workshop aligns with goal number one because most of our students are first generations. This workshop provides the insight of what faculty members look for when applying for grad school and guiding them in the process.
- Damarea: I also think that aligns with another goal and in general as well. We need to access our program proposals in how it aligns with the strategic plan goals.
- Jacelyn: Open Deliberation emphasizes goal number 2. I have set up a few meetings with multiple panelist. This bridges the gap with students and senior administrators when discussing key issues on campus.
- Damarea: We should see how the University's strategic goals align with our goals
- David: When the strategic plan goals was created it was influenced by the University's strategic goals
- Aaron: The new administration shifted the strategic plan goals to be more student focused.
- David: We need to do more of goal number one and three because our turnout is low. We need to be more inviting to our events by adding signs or give a small pitch about the event. For number three, work better in student feedback. We can provide a feedback box so we can see what students want.
- Jacelyn: When it comes to a more welcoming environment is guiding our events to target different populations on campus.
- Alex: You mentioned on paper or electronic on a feedback box, why not adding comments to meetings that way students can engage more.

V. Reports

a. Committee Chair

- David: I try to reach out to Deans to promote more outreach in events, but I have only heard back from ECST. Other than it's the biweekly process, new member orientations, keeping track of the new members.

b. ASI Interim Executive Director

➤ N/A

VI. Adjournment

Offered By:	Jacquelyn Acosta	Seconded by:	Teady Ochoa			
Motion to adjourn the meeting at 5:18PM.						
All in Favor	4	Opposed	0	Abstained	0	Motion: Passed

DRAFT