



Board of Directors Meeting Minutes

Date: Thursday, February 20, 2020
 Time: 3:15-5:45pm
 Location: Board Room U-SU 303
 Attendees: Board of Directors & General Public
 Type of Meeting: General

I. Organizational Items:

a. Call to order by: Chair Jacquelyn Acosta, A.S.I. President 3:16 PM

b. Roll Call:

Jacquelyn Acosta	<i>President</i>	Present
Teady Ochoa	<i>Vice President for Administration</i>	Present
Christopher Koo	<i>Vice President for Finance</i>	Present
Joceline Rivera Jimenez	<i>Vice President for External Affairs and Advancement</i>	Present
Diana Chavez	<i>VP for Academic Governance</i>	Present
David San	<i>Secretary Treasure-Rep-At-Large</i>	Present
Vacant	<i>College of Health and Human Services Rep.</i>	
Jocelyn Vargas	<i>College of Health and Human Services Rep.</i>	Excused Tardy-Present 3:16pm
Kayla Misa	<i>College of Business & Economics Rep.</i>	Present
Jorge Salazar	<i>College of Business and Economics Rep</i>	Present
Ece Ertunc	<i>College of Arts and Letters Rep.</i>	Present
Vacant	<i>College of Arts and Letters Rep.</i>	
Vacant	<i>College of Engineering, Comp. Science & Technology Rep</i>	
Kyle Misa	<i>College of Engineering, Comp. Science & Technology Rep.</i>	Excused Absence-Present 3:57
Sathya Raminani	<i>College of Natural & Social Sciences Rep.</i>	Present
Anna Nguyen	<i>College of Natural & Social Sciences Rep.</i>	Present
Vacant	<i>Civic Engagement Officer</i>	Present
Jorge Cruz	<i>Diversity and Inclusion Officer</i>	Unexcused Absence
Vacant	<i>Chief Justice</i>	Present
Dr. Jennifer Miller	<i>University President's Designee</i>	Present
Christopher Johnson	<i>Staff Support Director</i>	Present
Vacant	<i>Senior Coordinator of Student Engagement & Outreach</i>	Present
Dena Florez	<i>Office Manager of Administration & Services – RS</i>	Present
Guests of the Gallery		

c. Adoption of Agenda: Thursday, February 20, 2020

- ❖ Discussion:
 - None

Offered By:	Jorge Salazar	Seconded by:	Anna Nguyen
Motion to approve the agenda for Thursday, February 20, 2020			
Consensus to approve the agenda for Thursday, February 20, 2020 - Consensus reached			
All in Favor	All	Opposed	0
		Abstained	0
Motion: Passed			

d. Approval of Minutes: Thursday, February 6, 2020

- ❖ Discussion:

➤ None

Offered By:	Anna Nguyen	Seconded by:	Kayla Misa			
Motion to approve the minutes for Thursday, February 6, 2020. Consensus to approve the minutes for Thursday, February 6, 2020 - Consensus reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

II. Public Comment:

- a. This time is allotted for 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.

➤ None

III. Special Presentation: Jonna Fries, CAPS Director, will update the Board on major changes and answer any pressing questions from the Board. (TIME CERTAIN 4:15-4:30)

- Jonna: I'm Jonna Fries, I am the director of CAPS and a psychologist. I don't have much time, but I would be very happy to come back another time. *Jonna reads the CAPS mission statement.* So CAPS is located in the student health center. We have 11 counselors and are in the process of hiring 2 more full time counselors. The counselors are all licensed. *She continues to explain what CAPS is, how many staff members there are, and how it is funded. She also explains the process of getting an appointment at CAPS and the different workshops they offer.* Thank you for giving me this opportunity to provide ASI with a CAPS update. I also want to thank all of you for the advocacy you do for the students.
- Jacquelyn: So you said you get money from the student fees, if we want more funding for CAPS who do we refer to?
- Jonna: I'm not sure exactly who to talk to about funding, we get most of it from the student health fee. Maybe just getting an increase in that? I can ask around and see how to advocate for more money.
- Jacquelyn: What is a specific deciding factor that determines if a student can see a counselor immediately or is referred to workshops?
- Jonna: I did touch on that. I can't give specifics because if I give you our rubric for that, what happens is students may come in saying specific things that aren't accurate just to get services quicker. The way we do it is, if someone is suicidal, homicidal, or has been sexually abused they may see someone same day. If the focus of their history is sexual or physical abuse trauma, they are more likely to be sent to individual therapy because that is something that maybe can't be helped by our workshops. *She explains more how students are triaged.*
- Jacquelyn: I know you have to go, but I will follow up with how to get more involved and advocate for the need for CAPS.

IV. Action Items

- a. ASI Appointed Positions: The Board will consider taking action on appointing candidates to open ASI Positions

1. Chief Justice

- Ryan: Hello my name is Ryan...I'm currently an associate justice for ASI. Being chief justice would be my way of giving back to the Cal State LA community. It's an open position, but there are lots of intricacies and responsibilities. I accept that I'll have a more active role in ASI. Amongst the justices, there's currently lots of chaos that I would like to resolve. I also want to make justices more visible in ASI.
- Jocelyn: How will you ensure that you're running effectively if given this position and how do you plan on implementing teaching Robert's Rules?
- Ryan: Justices serve as a parliamentarian. If the chairs aren't running their meetings properly, it's a rule for parliamentarians to step up. I will make sure my associate justices are comfortable with their knowledge of Robert's Rules. The former chief justice had planned some Robert's

rules events, I want to build off his plans and push the visibility for the benefit of the clubs. If clubs are confused, the Robert's Rules events will be throughout the semester.

- Jacquelyn: I am giving Ryan my recommendation. He was really excited to step up after our last chief justice resigned. I like his ideas...for justices to feel like an equal part of ASI. I like his idea for Know Your Rights.

Offered By:	Christopher Koo	Seconded by:	Teady Ochoa			
Motion to approve Ryan for chief justice						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

b. ASI Internal Committees: The Board will consider taking action on appointing candidates to open ASI Internal committee membership.

1. **Finance Committee**

- Jacquelyn: Does the board feel comfortable appointing the candidates knowing that one of them has not been interviewed?
- Jorge: Can they attend the finance meetings?
- Jocelyn: Can I motion to table this to the next BOD? For the one candidate.
- Brian: My name is Brian, I want to join the finance committee in order to oversee the financial planning and make sure that funding is available for everyone. *Brian continues to explain why he wants to join the finance committee.*
- Diana: When you say "funding for everyone," what do you mean by everyone?
- Brian: I mean if any clubs need funding for an event or something.
- Christopher: I interviewed Brian...he's very new to ASI, but after looking at our policies he asked me to show him different line items we have and seems excited. I give him my full recommendation.

Offered By:	Jocelyn Vargas	Seconded by:	Jorge Salazar			
Motion to table Chia-I's application to the next board Consensus to table the candidate's application - Consensus reached						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed
Offered By:	Anna Nguyen	Seconded by:	Diana Chavez			
Motion to approve the candidate Brian to the finance committee						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

2. **Strategic Planning Committee**

- Ece: I want to be on strategic planning committee because I know our goal is to reach as many students and look back at events and see how we can improve ourselves. *Ece continues to explain why she wants to join the committee.*
- David: I interviewed Ece...she seems passionate about feedback. I personally feel that people that do a lot of programming fit well in the strategic planning committee. I give her my full recommendation for SPC.

Offered By:	Kayla Misa	Seconded by:	Jocelyn Vargas			
Motion to appoint Ece to the strategic planning committee						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

3. **General Election Committee**

- Jacquelyn: Wendy could not make it. General Election committee members don't have to sit on the board, they only have to make it to the committee meetings.

- Marlene: Hi, I'm Marlene and I want to get involved with elections because I didn't know all of this was going on until recently. I started learning a lot and it made me want to become involved.
- Jacquelyn: I'm going to read Wendy's recommendation. I'm in favor of Marlene because she really wants to get involved with ASI and this committee fits her interests. *Jackie continues to read Wendy's recommendation.*

Offered By:	Diana Chavez			Seconded by:	Christopher Koo	
Motion to appoint Marlene to the general election committee						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

c. University-Wide Committees-The Board will consider confirming appointments made by the Vice President for Academic Governance.

1. **NSS Steering Committee**

- Diana: I interviewed Akalpit...he wants to know more about university policies, he's actually very interested in this. He brought up really good concerns and issues that students face in NSS, so I give him my full recommendation.

d. **Menstrual Products Resolution**-The Board will consider taking action on a resolution for menstrual products across campus.

- Jacquelyn: There weren't any major changes, just some grammatical corrections.
- Diana: Will this be going to the academic senate?
- Jacquelyn: I didn't see the point of it going to the academic senate, I saw more of it going to facilities. If you want it to be presented at the senate, you can make that motion to include the academic senate.
- Diana: I just think it would be good to have another body on campus approve this.
- Jorge: So we'd be sending it for their approval?
- Diana: For them to endorse it to show support.

Offered By:	Diana Chavez			Seconded by:	Jocelyn Vargas	
Motion to approve the resolution to provide menstrual products campus wide Motion to have the Menstrual Products Resolution be presented at the academic senate						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

e. 6&6 Operating Budget-The Board will consider taking action on the draft of the 6&6 Operating Budget.

- Christopher: There have been a couple of edits as of last we met. We have a proposal for new iPads as well as the ASI Earth Day. We wanted to bring it to the board to deliberate which iPads to buy.
- Diana: Last week during finance meeting, I said I didn't think it was smart for ASI to invest in iPads. I asked Dena to ask IT if it would really damage our budget. *Diana continues to talk about the different iPads.*
- Dena: The amount of gigabytes on the iPad starts at 32, 64, and then skips to 256. I proposed to the finance committee the new iPad which goes from a 64 to 158. IT recommended the iPad air. *Dena talks about the other options proposed.*
- Diana: My biggest concern is that we would be using them just for that one app. We could rent them out to organizations and clubs.
- Christopher: If we only keep them to ourselves, there will be a lot of downtime. I think using iPads at certain events will be useful for other clubs.
- Dena: I don't have a problem lending out equipment, but because this is technology and it is costly, we would have to come up with an agreement. *Dena continues to speak her concerns.*
- Christopher Johnson: Presence is the software that CSI uses, I think we would be able to use the iPads for other clubs and events. *He explains how presence works.*

- Jacquelyn: I don't know much about technology, but I think we should be able to lend it out to other clubs because it can help clubs and orgs expand. *She explains how they can be used to help others.*
- Teady: We could make a liability form where if anything happens the clubs would be responsible.
- Chris Koo: If you look at the proposal there are two different options shown. The amounts do differ by a good amount. *Chris goes over the prices.*
- Jorge: I think we should buy the iPad air because they were recommended, and we should come up with some agreement to lend them out.
- Chris: We allocated \$2200 but this would be \$3567. If we go with the iPad air, the amount allocated would be \$3567. The next proposal is EPC's proposal for Earth Day.
- Diana: Why haven't we looked at android options? I know they're a little bit cheaper.
- Dena: At the finance committee, androids were not brought up. The idea proposed was iPads...we could look at android options, but it would have to go to finance first.
- Jocelyn: If we did get iPads, we would have apple care for 4 years so if there were any problems we could send it back. *Jocelyn asks other questions regarding lending out the iPad.*
- Jorge: I think it's a good thing to have an iPad because they last a long time and even though they cost more money you do get your money's worth. Out of curiosity, how long have we had the iPads that we currently have? I just think it's worth it instead of having to buy cheaper ones more frequently.
- Dena: I've been here for about 6 years and there was one when I got here.
- Christopher Johnson: ITS regularly recommends apple products. Of course you don't have to purchase them, but that is their recommendation.
- Teady: Is the presence app available via android? Or just iOS?
- Student: I guess I'm just seeing a theme, a few months back we were talking about buying 2 iMac pros and I think it's really easy to go with the best option when it's not your own money, but this is student's money. *The student states concerns about cost and use of the iPads.*
- Chris Koo: I'll take this back to the finance committee and free up the money back into unrestricted. Unrestricted should be at about \$5,000.
- Dena: By removing the iPads from the budget, 6&6 can still pass. The iPad proposal will have to wait for the 9&3.
- Chris Koo: For Earth day, they do still have money in their budget, however they are going to be proposing a very ambitious earth week with lots of different workshops and events that all cost money. *Chris explains how much money they will need.*
- Jocelyn: As previously mentioned at the last BOD, we talked about a CPR training. How can I ask for money from the unrestricted for CPR training? *She explains what the money would be used for.*
- Chris: It would be late for the 6&6 because we are motioning it right now. It would have to go through finance first. If you can have it later in the semester, maybe we can fit it into the 9&3.
- Dena: I understand where you're coming from for the CPR training...maybe Teady can look at her budget and we can collaborate with other colleges to make it happen.
- Teady: I'm all for it, maybe it can be a housing event.
- Jocelyn: It's for almost 100 people so I don't know if housing can accommodate that.
- Chris: Given that we have funds in unrestricted, I'm okay with leaving those funds to the 9&3 and we can replenish funding to other areas that help to fund this event.
- Dena: In the past this event used to come out of CCOE. *Dena explains how the funding could work to fund this event.*
- Jocelyn: I am open to this. We haven't had this event in a long time and it is very successful.
- Chris: Just get the proposal to me ASAP. For now we'll leave the budget untouched.

Offered By:	Diana Chavez	Seconded by:	Jocelyn Vargas				
Motion for the iPad proposal to go back to finance for further discussion.							
All in Favor	All	Opposed	0	Abstained	0	Motion:	Passed

Offered By:	Diana Chavez	Seconded by:	Jocelyn Vargas				
Motion to approve the 6&6 budget							
All in Favor	All	Opposed	0	Abstained	0	Motion:	Passed

V. Information Items

- a. **CSSA Resolution Opposing Upcoming Title IX Policy 2020**- The Board will be informed of the newly passed resolution at CSSA opposing the new Title IX policy changes.
 - Jacquelyn: A student from San Francisco State took the initiative to lead the resolution and has been working a lot to discuss the potential impacts of the new changes. *Jackie has the board members read aloud the resolution.* I wanted to share this because I don't know how well informed you all are on title IX policy updates. We do interact with students daily and it's good to have this information to share. CSSA is pushing the chancellor's office to move in the right direction.
- b. **Annual Evaluations Timeline**- The Board will be informed of the timeline for end of the year staff evaluations.
 - Teady: I'll just go through it step by step. We all did the midyear evaluation back in Fall. The next evaluation is open March 9-13 and it is pretty lengthy. It will be due March 13th in a brown envelope to the president just like midyear. *Teady continues to explain how the evaluations timeline will happen.*
 - Jacquelyn: This is a lengthy evaluation and I ask that you take the time to give good feedback.
 - Teady: It is about 100 questions total.

VI. Discussion Items

- a. **2018 Tax Return**-The Board will discuss the 2018 Tax Return.
 - Chris Koo: *Chris goes over the 2018 tax return and what it means for the organization.*
- b. **Ethnic Studies Requirement**-The Board will discuss the Ethnic Studies Requirement and Resolution from the ASCSU in preparation for the CSSA Special Meeting.
 - Jacquelyn: CSSA is having an internal debate on their stance whether they are in favor of the ethnic studies requirement or not. *Jackie reads aloud the requirement proposal from the statewide academic senate.* It would be adding more units to graduate, so some students are saying that it would affect their graduation rate and it would go against the 2025 initiative. *Jackie discusses the various arguments people have about the requirement.*
 - Jorge: I don't think they should dictate what requirements we should be taking. I think they're thinking it's a domino effect because they're adding ethnic studies now and then maybe implementing things later. *He says how it may be a bigger issue for other campuses, but at CSULA we already have upper division GE diversity requirements.*
 - Jocelyn: I'm also in favor of the resolution, I'm all for this curriculum being implemented in the CSU. We do already have this in LA, but other campuses will benefit.
- c. **ASI Town Hall**- The Board will discuss updates on the Townhall.
 - Jacquelyn: I did submit a formal proposal for March 19. BOD will be short that day so that we can have town hall at 4:30. *Jackie says her plans for the town hall and how she plans on getting more student feedback.*
 - Jocelyn: Do you have the dates for the huts?
 - Jacquelyn: I'll be making a doodle poll.
 - Teady: Where will the town hall be held?

- Jacquelyn: I'm thinking the USU plaza because I don't like the idea of being in a closed space. I'm open to other suggestions in open areas.
- Jocelyn: Alternative areas could be by the PE building where the farmers market used to be.
- Teady: How will we get marketing attention?
- Jacquelyn: Gus is working on all of the marketing and I'm working on sending out emails to get them out to all of the students. *Jackie lists the other ways she plans on getting the event publicized.*
- Teady: I want to get flyers and take them out to students on the main walkway and in classrooms because social media doesn't work.
- Jocelyn: Even just when clubs and orgs meet, that's another way to reach out.

VII. Reports:

a. ASI President: **Jacquelyn Acosta**

- Jacquelyn Acosta: I'm happy that the menstrual resolution passed, now I'm just mainly working on the town hall and how we're going to market it. We want as much engagement as possible. I've been collaborating with the CCC on the women's speaker series. We just finalized the dates in April. We just have to finalize the layout and what speakers I want. Also working on Executive director stuff...we will have one by May. We're coordinating with everytable and anonymous donor for the wellness week kick off. I've also been working with Candice on the mobile food pantry and finalizing dates with that. I met with social justice caucus for a mental health town hall. I want to create a mental health task force to host regular mental health town halls.

b. ASI Vice President for Administration: **Teady Ochoa**

- Teady Ochoa: I was going to talk about evaluations, but I already did that earlier. We're in the process of hiring a student staff that will help with programming temporarily until we get a senior coordinator, we're talking about that in personnel. My area is working on making sure the VRC is ADA compliant hopefully by Spring break. If you are running for ASI elections, remember there are mandatory events you need to attend. Earth week will be happening. If any of you dorm, there is a town hall today.

c. ASI Vice President for Finance: **Christopher Koo**

- Christopher Koo: We just approved the 6&6. Naot much else to report. Thank you all for approving the 6&6, now it's time to start working on the 9&3.

d. ASI Vice President for Academic Governance: **Diana Chavez**

- Diana Chavez: Specifically for the senators, I am going to be tracking your committee report forms because they haven't been getting turned in lately. It is part of your duties and responsibilities. I will be checking it two different ways. I finally met with my senators one on one, I also met with community members. I'm contacting everyone I know to get an updated list on the committees and who has available space for students to sit on.

e. ASI Vice President for External Affairs and Advancement: **Joceline Rivera Jimenez**

- Joceline Rivera Jimenez:

f. ASI Secretary/ Treasurer: **David San**

- David San: State of affairs due soon. It is due in the 10th week of the semester. As always, reach out to me or committee chairs and I'll try my best to help you out. First one to turn in their bi-weekly report was Ece, she's new and on top of it. We didn't have SPC, but I emailed those that sit on SPC to see if I could get feedback about the ASI event tracker.

g. ASI Board of Directors:

- Kyle: I just came from my event and it was surprisingly more successful than I thought.
- Jorge: I was at the Cal State LA alumni meeting yesterday and they announced that they are going to go through the process of approving a new alumni member to sit on the board of trustees for the Cal State system and Larry Adamson is in the top 4 finalists.
- Jocelyn: I got back from a meeting from the advising center for HHS and there are a lot of changes in our advising center. We are the largest college on campus, but we're kind of all over the place.

- Ece: I wanted to give an update on the prison bill presented a couple BODs ago. I met with Selene and right now they want to hold an event but they don't know about deadlines or how far along they are. They don't seem too sure on their part, but they do need funding.
- Student: I just want to thank all of you for volunteering your time like this. *The student talks about how more students should be here for these discussions and talks about his problems with CAPS.*
- Jocelyn: I definitely agree there needs to be more discussion and follow up with this because it felt like we were just being read a transcript. *She lists her complaints with the CAPS director's statement.*
- Diana: Should we email you with questions we want to send as a follow up? *Diana has complaints about the CAPS director's statement as well.*
- Jacquelyn: It was a little too robotic for me. We emailed her preparation questions in advance which I was expecting a more in-depth response. *Jackie goes over her problems with the statement.*
- Jorge: I definitely agree that 15 minutes was not enough time. *Jorge talks about coming up with a resolution.*
- Jacquelyn: There's already been a resolution started by the social justice caucus.
- Jocelyn: I just want to say that the CAPS rubric should be given and there is a lack of transparency.
- Christopher Johnson: She did mention funding for CAPS comes from the student health center fees, so I want to remind everyone that CAPS is supported through student fees. Increasing funding for CAPS likely means increasing student fees or finding alternate funding.

h. Staff Support Director: Christopher Johnson

- Christopher Johnson: We are moving forward through the semester, make sure you're checking your emails from the staff and checking that your event details are accurate or letting us know well in advance if there need to be any changes in order to avoid cancellation fees.

i. University Designee: Dr. Jennifer Miller, Dean of Students

- Dr. Jennifer Miller:

VIII. Adjournment:

Offered By:	Diana Chavez			Seconded by:	Jocelyn Vargas	
Motion to adjourn the meeting at 5:19PM. Consensus to adjourn the meeting at - Consensus reached.						
All in Favor	All	Opposed	0	Abstained	0	Motion: Passed

CERTIFICATION

Official Minutes taken for the ASI Board of Directors Meeting of the Associated Students, Inc., Cal State Los Angeles held on February 20, 2020 in the: U-SU Board Room, 303 and were approved by consensus by the A.S.I. Board of Director Committee on Thursday, March 5, 2020. Prepared by:

Dena Florez- Recording Secretary

David San- Secretary/Treasurer