



# Board of Directors Meeting

## Minutes

Date: Thursday, September 19, 2019

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 Aaron Castaneda, A.S.I. President 3:15 PM

#### b. Roll Call:

Aaron Castaneda	<i>President</i>	Present
Jacquelyn Acosta	<i>Vice President for Academic Governance</i>	Excused Absence
Christopher Koo	<i>Vice President for Finance</i>	Present
Joceline Rivera Jimenez	<i>Vice President for External Affairs and Advancement</i>	Present
Teady Ochoa	<i>VP for Administration</i>	Present
David San	<i>Secretary Treasure-Rep-At-Large</i>	Present
Nadine Gostantian	<i>College of Health and Human Services Rep.</i>	Present
Jocelyn Vargas	<i>College of Health and Human Services Rep.</i>	Present
Kayla Misa	<i>College of Business &amp; Economics Rep.</i>	Present
Jorge Salazar	<i>College of Business &amp; Economics Rep</i>	Present
	<i>College of Arts and Letters Rep.</i>	
	<i>College of Arts and Letters Rep.</i>	
Kyle Misa	<i>College of Engineering, Comp. Science &amp; Technology Rep</i>	Present
Ameya Ingale	<i>College of Engineering, Comp. Science &amp; Technology Rep.</i>	Present
Sathya Raminani	<i>College of Natural &amp; Social Sciences Rep.</i>	Present
Anna Nguyen	<i>College of Natural &amp; Social Sciences Rep.</i>	Present
Pandian Rajaram	<i>Civic Engagement Officer</i>	Present
Matiana Parra	<i>Diversity and Inclusion Officer</i>	Present
Alexander Berry	<i>Chief Justice</i>	Present
Dr. Jennifer Miller	<i>University President's Designee</i>	Present
Christopher Johnson	<i>Staff Support Director</i>	Present
Demarea Parker	<i>Senior Coordinator of Student Engagement &amp; Outreach</i>	Present
Dena Florez	<i>Office Manager of Administration &amp; Services – RS</i>	Excused Absence
Guests of the Gallery		

c. **Adoption of Agenda:** Thursday, September 19, 2019

#### ❖ Discussion:

- Aaron: I have two notes to make. Both in regards to the special presentations. The first special presentation, Food and Water Watch, are unable to attend due to a schedule conflict. They will be coming to the next Board of Directors meeting for their special presentation. Consensus to schedule them for the next Board of Directors meeting established.
- Aaron: The following is about the time frame for Changeist. Their time starting is established at 4:15. The special presentation time was TBA. Consensus established for the start time of 4:15.

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<b>Offered By:</b>	Christopher Koo	<b>Seconded by:</b>	Joceline Rivera Jimenez			
Motion to approve the agenda for Thursday Consensus to approve the agenda for Thursday - Consensus reached						
<b>All in Favor</b>	All	<b>Opposed</b>	0	<b>Abstained</b>	0	<b>Motion:</b> Passed

**d. Approval of Minutes:** Thursday, September 5, 2019

❖ Discussion:

➤ Aaron: Any discussion? Seeing none.

<b>Offered By:</b>	Teady Ochoa	<b>Seconded by:</b>	Anna Nguyen			
Motion to approve the minutes for Thursday, September 5, 2019.						
<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 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.

➤ Aaron: Is there any member of the public that wishes to speak at this time? If you are here for an appointment, we will get to you in just a minute. Is there anybody else that would like to speak at this time? Seeing none. We will move on.

**III. Action Items:**

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

**1. Associate Justice - Teresa Ramos and Alejandro Oviedo**

I. Questions:

- Aaron: Each of you will have 2 minutes to explain why you're the best person for the position. There will be speaker cards, so when you see the word "stop," finish off your closing remarks. Anyone may begin.
- Alejandro: Hello, my name is Alejandro Oviedo. I am a junior here at Cal State LA. The reason why I applied for this position and why I feel I am eligible is because as you guys opened up today, I saw myself in these chairs. I saw myself actually being a part of this committee and being a part of board of director meetings. I did have an interview where I did talk to Berry, discussing why I feel like I should be here and I was just explaining that a little bit to you guys as well. One of the reasons I came here and wanted to join this position is because I did know a member here, not a current member, Alexander Morales. He introduced me and told me that I should apply and that if I see forth to it, to follow through. So I applied, and doing so I realized that I actually feel a connection to ASI. When I came in to apply, after three years of being at Cal State LA made me realize that students here connect with one another and being on judicial review committee I think would help me share my thoughts and actually let students be able to understand. That is all.
- Aaron: Thank you very much and now the other candidate may begin.
- Teresa: Good afternoon, my name is Teresa. I'm here for a couple reasons actually. It is my first year and first semester at Cal State LA. I'm a transfer student from ELAC. I applied for this position because I felt like I should be more involved in where I'm getting my education and getting myself known and opening up that network. Cal State LA has been something that's been on my list since like high school. It took a while to work to get to CSULA but I'm here now and being associate justice would help me discipline myself with my school work and also help me get my feet wet with getting involved with the school. Being associate justice I feel like I would be a good candidate because I am a flexible person meaning that I can envision my goal and I will do whatever it takes to get to that goal. I work very well under pressure and in a fast pace environment. Looking into where I'll be stepping in as associate justice with the bylaws, I feel like

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it's a great opportunity for me to start learning about what the school's goals and objectives are with our students and with our entire environment. Apart from that I am also a very helpful person. It's a passion for me to help people and others even if it means balancing my schedule around. There's no such thing as too much on my plate.

- Aaron: Thank you very much. Before we open it up for questions, Teresa, is this your first semester at CSULA?
- Teresa: Yes.
- Aaron: Okay. That should have been made clear during your interview that you have to be at least one semester already enrolled at CSULA prior to applying to ASI. I understand that you're a junior, but since you have not met the one semester requirement, you are not eligible for this position. That should have been made clear to you during the interview process. There are positions here at ASI that do not require that one semester requirement such as screaming eagles. I do encourage you to stick around afterwards to talk to one of us about those positions and then spring semester you're able to apply to all of these positions. Is that okay with you? Again, I do apologize. So we only have one candidate for consideration which is Alejandro. Thank you so much Teresa, you may take a seat if you want. Are there any questions for the candidate?
- Jorge: Do you have any experience with Robert's rules?
- Alejandro: This was brought up in the interview and unfortunately I am not fully experienced with Robert's rules. I do understand the concept of it. I am a political science major so I have seen judicial review committees especially during the Kavanaugh hearings. As far as actual experience with Robert's rules, I do not have any.
- Aaron: Thank you. Any other questions?
- Joceline: So you mentioned that you're part of model UN. Are you taking a class, or are you involved in the organization?
- Alejandro: Yes, actually both. I am in the class right now and I do writing up for delegates and know what it's like to be in a model UN environment. We're trying to get more students involved in model UN so that they know exactly what it is and why it's important.
- Aaron: Any final questions? Alright, seeing none. Thank you so much for speaking. Before we discuss your appointment, you may step out of the room, but you are more than welcome to stay while we discuss your appointment.

## II. Discussion:

- Aaron: We'll begin with recommendation from the interview conducted by Berry.
- Alexander: So I do apologize for that oversight on my part, but regardless, my recommendation would have gone to Alejandro. When I spoke to him in the interview he showed a clear interest in the work that our committee does, and moreover he had already been looking into our work and our bylaws. He asked me specifically what business our committee was conducting, he had looked over the minutes of the meeting. To me it is clear and I am aware that he doesn't necessarily have direct experience with Robert's rules, but to me it is clear that he does have the commitment to learn that and he does have the commitment necessary to work with our committee. Especially with the amount of engagement that I'm demanding of members.
- Aaron: Thank you Alex. Any questions or discussion regarding the candidates? Seeing none. We are voting one candidate for the position.
- Aaron: Thank you so much Alejandro for applying. Congratulations, you've been appointed associate justice for ASI.

## 2. Environmental Policy Committee – Marlen Millan

### I. Questions:

- Aaron: You will have 2 minutes to explain why you're the best person for the position.
- Marlen: Hi everybody, I'm Marlen Milan and I want to be an environmental policy commissioner because I have two passions in my life: the environment and policy. When I was in elementary school I went to an environmental magnet, in middle school another environmental magnet, and

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then high school I went to an environmental science academy. In college I want to continue to build upon that. I have an internship with the Los Angeles Mayor with the city council district and was an environmental policy commissioner last semester. So I really want to build upon what we started. Last semester was foundations and now this semester I'm looking forward to continuing and actually writing policy that will benefit our campus in a positive way.

- Joceline: You said you were involved in different environmental policies. So what is an event or some things that you have done that reflect that?
- Marlen: Well last semester we did the earth week and beach clean ups, but this semester I hope to be able to make sure that clubs don't use single use plastics for fund raising events. That's something that we've been trying to push for, but unfortunately last year we didn't have the time or resources to be able to do that. But now that everybody else kind of has the gist of everything, we're looking forward to doing that. Another thing that we would like to do is having a space on campus where people could give stuff away that is not badly used. Kind of like a thrift shop but without having to pay for anything because it's more environmentally savvy to reuse things such as clothes, bikes, random items that you take for granted that are actually not good for the environment.

## II. Discussion:

- Teady: (*Speaking for Jacquelyn because she is not present*) I interviewed Marlana a couple of weeks ago where we discussed her application, past experience in the EPC, and plans for the committee. In our interview she was really able to fill in the gaps and answer any questions I had for her about the EPC reports and programs. Marlana was part of the EPC last year where she also worked with me on classroom presentations throughout the semester which was very helpful and helped spread awareness regarding sustainability and being environmentally conscious. She was also an instrumental member of our earth day event and she's worked with local city council, district 14, Los Angeles City Hall, and young invincibles who also focus on adult leadership, policy, advocacy and research. Her experience would be beneficial. Marlana is a great addition to EPC and I give her my full recommendation.
- David: Something I just noticed because GPA was a thing before, I don't know if it's the same thing. How Marlen quoted about her credits on the application, unless that was a mistake. The very last question, "have you earned less than 150 semester units?" I'm assuming that's going to be another check with the division of student life.
- Aaron: Yeah, there will be a check. We can't appoint a candidate, but if they come back with older units, we've had in the past where someone in ASI has gone over the threshold and they've requested a letter of exemption from the division of student life to get granted. The only issue is when they drop to a low GPA. That's when the division won't sign off. If it's their last semester or last year, I can't speak on behalf of the division, but in the past they have allowed exemptions for the 150 units. Typically they don't want students in their 170s or 180s going way beyond the unit threshold, but I believe Dr. Miller can explain that.
- Dr. Miller: We really try to make decisions based off of what's in the student's best interest here at Cal State LA. So the letters help us, but it's not always the same answer.
- Aaron: We can't appoint them today, but if it is a unit thing they will have to write a letter to the division of student life and the division will have to approve on a case by case basis.

<b>Offered By:</b>	Christopher Koo	<b>Seconded by:</b>	Jocelyn Vargas			
Motion to approve appointing a candidate to the associate justice position.						
<b>All in Favor</b>	All	<b>Opposed</b>	0	<b>Abstained</b>	0	<b>Motion:</b> Passed
<b>Offered By:</b>	Jorge Salazar	<b>Seconded by:</b>	Teady Ochoa			
Motion to approve appointing a candidate to the environmental policy committee.						
<b>All in Favor</b>	All	<b>Opposed</b>	0	<b>Abstained</b>	0	<b>Motion:</b> Passed

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- b. ASI Internal Committee Appointments: The Board will consider action on appointing candidates to open ASI internal committee positions.
- c. University Committee Appointments: The Board will consider action on appointing candidates to open external university committee positions
- Aaron: To my knowledge there are no university committee appointments. All I can remember was just one which was for the student policy advisory committee. Did she have an opportunity to interview for this? No? Okay, so Jackie is currently at the academic senate meeting at the chancellor's office. I don't think she had anybody else apply for university committee, so we will move on.
- d. Policy 011: The board will take action on edits to the Strategic Planning Committee Code of Procedures.
- Aaron: Are there any questions regarding Policy 011?
  - Alexander: *(recapping last meeting edits)* This is really just a quorum amendment. It changes the quorum requirement from a five member cap on the strategic planning committee to 50% plus one. With the current appointed membership of the strategic planning committee, what this would effectively mean is that the strategic planning committee's quorum requirement would go down to four. It also means that the quorum requirement will grow as people are appointed to the committee. This amendment was introduced because it has been hard traditionally for the secretary treasurer to get quorum with this five member requirement and also because it's a best practice. Robert's rules recommends quorum of simple majority anyway. This was agreed upon unanimously by my committee and reported here.
- e. Policy 019: The board will take action on edits to the Sustainability Guidelines.
- Alexander: *(recapping last meeting edits)* Nothing has changed in this since the last meeting. This is really just a clerical amendment. It fixes grammatical errors and changes A.S.I. to ASI. Other than that it's not a huge amendment. You'll see the highlights only because we've been fixing grammar.
- f. Policy 004: The board will take action on edits to the Elections Committee Code of Procedures.
- Alexander: I made a presentation at the last meeting. Since then the bylaws and codes of procedure committee took this up for consideration. We did change a couple things. Primarily, we struck the unofficial letter of intent to run in pre-campaigning. We changed it so that the application would constitute that letter of intent to run for other documents that require it. We also adjusted the way in which candidacy requirements are determined because as Carol brought up in our committee, the registrar's office can't determine whether or not a student is in good standing with the university. That falls under the jurisdiction of the office of the dean of students. So, we added a line here, "good standing as determined by the office of the dean of students." We also added a definition section at the beginning just outlining what good standing is and differentiating between applicants and candidates. Those were the amendments offered by my committee when we made these changes. *(Alex points out the changes in the document.)*
  - Chris: Just a comment on the formatting. Will this be uploaded with the new ASI logo and formatting for policies?
  - Aaron: Yes, we'll make sure Gus takes care of that.

<b>Offered By:</b>	Joceline Rivera Jimenez	<b>Seconded by:</b>	Teady Ochoa			
Motion to approve the edits to policy 011. All in favor to approving edits. Policy passes unanimously.						
<b>All in Favor</b>	All	<b>Opposed</b>	0	<b>Abstained</b>	0	<b>Motion:</b> Passed
<b>Offered By:</b>	Joceline Rivera Jimenez	<b>Seconded by:</b>	Kayla Misa			
Motion to approve the edits to policy 019. All in favor to approving edits. Policy passes unanimously.						
<b>All in Favor</b>	All	<b>Opposed</b>	0	<b>Abstained</b>	0	<b>Motion:</b> Passed

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<b>Offered By:</b>	Christopher Koo	<b>Seconded by:</b>	Teady Ochoa			
Motion to approve the edits to policy 004. All in favor to approving edits. Policy passes unanimously.						
<b>All in Favor</b>	All	<b>Opposed</b>	0	<b>Abstained</b>	0	<b>Motion:</b> Passed

g. ASI Audit (TIME CERTAIN - 4:00PM): The board will take action on the draft of the 2018-2019 audit by CohnReznick.

- Aaron: We do have a representative from CohnReznick here to go over the audit.
- CohnReznick Representative (Mike): My name is Mike, I am the audit partner for CohnReznick. I have a local office here. This is our first year doing the audit of the organization. I know we met last week and we went through with the committee with quite a lot of detail. Do you have a preference as far as how much time and detail we're going to go through here?
- Aaron: Maybe if we can get it to ten minutes?
- Mike: Okay, yeah. I'll just go through it really high level. I'll give you a status update. As I mentioned before, this is our first year that we performed the audit. As far as our status, we've completed our audit. We're just waiting for a final approval by the board and then we should be able to release the audit tomorrow. In summary, we have a clean or a modified opinion. So if you look at page 2, that's our independent auditor's report. That's the highest level of assurance that we can provide with respect to an audit of an organization. If you look at page 3, we continue our audit report. We made reference to the prior year financial statements because we didn't audit those, we referenced the previous auditor. Also there is the report on supplementary information. So in case you're not aware, the back of the audit is about ten pages or so of details and supplementary information provided by the chancellor's office. So all of the auxiliaries recorded the information in one format and then it goes up to the state wide system. So we could just walk quickly through high level on page 4, we have a statement of financial position or essentially your balance sheets. So those are your assets or your liabilities when you compare year over year. Overall your net assets or your equity went up about 448,000. On page 5, those are essentially your income statements. So that shows both your revenues and your expenses for this past year. Fiscal year being June 30, 2019. The revenues were fairly consistent and the expenses went down about 250,000 if you look on page 6. We have the detail there on the various expenses, so you can kind of see where some of the fluctuations are. There are pension related changes, that's a new presentation. I won't go into the detail, but essentially there is a pension liability for retiring employees within the organization and that's the change in the value. The change in net assets, 447,000 is essentially your net income. The other thing I want to point out is the footnotes. For the most part they're fairly consistent year over year. I do just want to point out there's a new financial statement change that wasn't in effect last year. That just changes the presentation classification of some of the net asset descriptions. The implementation of that new accounting standard is on page 10. *(Mike continues to explain other parts of the audit)*. For the most part the rest of the notes are consistent. Any questions on the actual financial statements?
- Joceline: How is it that the committee went about to decrease amounts in areas? How did you guys go about it?
- Mike: So we reported what the actual results were. I guess these decisions to reduce some of the program expenses would have maybe been that actual expenses were just less. The responsibility of the audit is just to make sure that the numbers stated here are materially accurate. To make sure that these expenses actually existed and were for the appropriate program. If things fluctuate significantly it's usually a result of the board and the budget.
- Jorge: Do you know why the name got changed for the asset descriptions?
- Mike: Yeah, so the FASB had been wanting to add some additional transparency to not for profit organizations. There was some confusion on the description, so before they were unrestricted net assets and other types of assets. This organization only had unrestricted. They felt that it was more user friendly if it was in two categories. I don't know if it adds any more transparency or if it makes

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it easier for the leader. Their ultimate goal was to have transformative changes and the initial exposure draft had a lot of changes in it. They whittled it down to end up being only a couple minor changes. Does that answer your question?

- Jorge: Yes.
- Mike: *Continues to go through SAS letter 14 and other various policies/letters.* So the estimates as applied by management are consistent with prior years and they are reasonable and within expectations of what we would think estimates of that nature are.
- Aaron: Are there any questions regarding the letters?
- Alex: On the second letter section 2 I know it says “no material weaknesses noted,” does that also mean that you didn’t note any deficiencies or significant deficiencies?
- Mike: The only one that we actually report on are material weaknesses.

<b>Offered By:</b>	Jorge Salazar	<b>Seconded by:</b>	Anna Nguyen			
Motion to approve the audit as is. All in favor of approving 2018-2019 audit						
<b>All in Favor</b>	All	<b>Opposed</b>	0	<b>Abstained</b>	0	<b>Motion:</b> Passed

#### IV. Special Presentations

- a. Food and Water Watch (TIME CERTAIN - TBA): The board will listen to a presentation by Nicole Levin about Food and Water Watch, an environmental nonprofit organization.

➤ *Moved to next Board of Directors Meeting*

- b. Changeist (TIME CERTAIN – 4:15pm): The board will listen to a presentation about Changeist, a nonprofit organization focused about teaching social issues to high school students.

➤ Changeist (Alfredo): This afternoon we come to the ASI to kind of negotiate and see if there’s any way we can access your open networks. I know that ASI has a large public network that reaches students on a large basis. So Changeist is a social justice organization that others use in middle school and high school throughout LA and we focus on issues that need help like gentrification, housing rights, gender rights, environmental justice and it’s something we are passionate about. We meet on Saturday’s from 9-5 starting in January-July and it counts as community service hours.

➤ Changeist (Olga): So my name is Olga and growing up I was born in Watsonville, but I was actually raised in Mexico. I came back and I started school here. I think a lot of the time I really didn’t know what I wanted to do, but I knew that I wanted to do something cool. Years passed and it took me a long time to realize that I really enjoy working with people, talking to people and getting to know people and figuring out what we can do together as a community to make this world a better place. *Continues telling her story of what she studied.* So what Changeist does is we recruit middle school youth, high school youth, and college age to be the team leaders in this program. So you all get a network of people over the course of 22 weeks with a stipend included and you get the opportunity to mentor younger folks, have access to other college aged peers across the city and you get the opportunity to be part of a group that essentially does sort of like an internship throughout the course of the space. It’s a great opportunity to network and mentor. What we’re asking from you all is the possibility to come give flyers out, if you have a newsletter that you could put our flyer on. Our application is due October 31 and our team leader training would begin the second week of November.

➤ Aaron: So we don’t do a newsletter, but we do have social media. We can provide those social media graphics. Any Questions regarding this?

➤ Joceline: You mentioned middle school and high school students can also participate?

➤ Olga: Yes, so if you have younger siblings, friends, and cousins they can also participate but they will be participants of the program. If any of you were to apply, it would be as team leaders supporting the staff members with the program and curriculum development.

➤ Teady: I’m trying to find the location on your website, did you mention where Changeist is located?

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- Olga: So our office is located in Downtown. We meet with all of the youth and our leaders in Pershing Square. Last year we had about 200 students and this year we are aiming for 300 students. It's a lot students, but it's very personalized too.
- Alfredo: The reason we're here at CSULA is because I'm a second year student here at CSULA and I'm a computer science major as well. The main reason I wanted to involve the CSULA community is because being a member of your community, I know that there's a lot of untapped potential here and a lot of the students here are underserved with opportunities to do professional development and experience peer mentoring which is something I want to bring back to my campus and my community.
- Jocelyn: Will you be passing out any flyers?
- Alfredo: The first flyer is the one that we would put out around campus and the second one kind of describes what it is that our program is centered around.
- Jocelyn: Is there any contact info for any of you guys?
- Alfredo: We do have business cards for Olga.
- Aaron: I encourage the college representatives when you meet with your deans to discuss this as one of the things that is going on for recruitment. *Aaron talks about the ways that they can provide outreach.*
- Olga: We do have a partnership with UCLA as well and they worked it out so that you can get class credit and community service hours. So if any professors want to talk to me directly, we can definitely set up a meeting.
- Jocelyn: Have you contacted our center for student engagement here?
- Olga: Yes, we've also thought about contacting you're career center.
- Teady: You mentioned they're associated with who?
- Olga: So we have a class connection through the center for engagement. *Olga talks about other various connections that Changeist has.*
- Jorge: So if we apply to be a team leader it's 20 Saturday's you said? At what time?
- Olga: It's 22 Saturday's from 9am-4pm.
- Aaron: Thank you for taking time out of your guys' busy schedule to come talk to us.

## V. Reports:

### a. ASI President: **Aaron Castaneda**

- Aaron Castaneda: A couple of things I've been working on since we have last spoken. The first thing is regarding the fourth year math requirement. CSSA will be introducing a letter of opposition drafted by me at the university affairs committee. CSSA is meeting this weekend in San Marcos and we're hoping that CSSA will take a position on this by the October meeting in Fresno. The board of trustees will be introducing their proposal at this board of trustees meeting in September toward the end of the month. I believe their agenda should be posted soon if it hasn't been already. I been discussing about the fourth year math requirement and how it would be an extra barrier of entry into the CSU. The letter that I wrote was for CSULA, but the letter that CSSA will be posting will be regarding the entire CSU. I'm hoping that that is a good discussion on Saturday when we have the university affairs committee. In addition to academic affairs, I've actually been meeting with Dr. Hollie from undergrad studies. She is the associate vice president for undergrad studies, she works in academic affairs. We've been discussing the sophomore experience. We've been having a conversation about how second year students here at CSULA are supported. The conclusion we've come up with is that we do everything we can to support our first year students which is very important, but it kind of feels like we get them from their first year experience and try to get them into their majors as soon as possible. That second year sophomore experience you get kind of lost in the wayside, and so they actually want to partner with ASI to do research conducting focus groups with second year students or third year students talking about their experiences as a sophomore. How can we support them, in what ways do they want the university to support them during that process. The way that Dr. Hollie described it is that you're trying to get your feet wet, you're trying to explore what it is your



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major is, or deciding to switch majors during that time. The second year is more like affirmation to what your degree choice is. If you're going to change your degree, they obviously want that done as soon as possible so that it doesn't hinder you. They want to address that as soon as possible so if anybody is interested about the second year experience and creating focus groups about that, please let me know so we can facilitate those focus groups. We can figure out the questions and how to facilitate that entire process. Regarding advising, we had a lengthy discussion about advising in terms of how advising is done in different departments. I had the opportunity to meet with some of the directors of the other advising centers or the person who was overseeing that department. You could clearly see a huge difference between how advising is done within each college which is challenging. Some colleges have challenges that other colleges don't. It's something that Dr. Hollie was talking to me about as well especially with Andrea, she's the director of academic advising now. She's barely onboard, she's been here for about two months and their focus is trying to make sure academic is the best possible for all colleges. So we're going to continue that conversation in the coming weeks and hopefully come up with a plan to support our advising centers. If you have concerns about advising or a student brings it up, record it and let me know so I can tell this to Dr. Hollie. She needs the student perspective. I know each college has their challenge or something to improve on to make it the best possible. I also attended the University of Reserves Board of directors meeting yesterday, they meet every quarter. We discussed the audit for their organization. We'll talk about our audit in a couple of minutes. That audit was discussing how they handle contracts and grants for UAS and how they've complied. They've done a pretty good job in terms of minimizing their expenses. If you look at previous audit reports they expensed out more than revenue, they've now come to a level where they are balanced. They were talking to me about how they've been partnering up with ASI to make it a really collaborative experience. I'm proud of the connection that we're building between ourselves and UAS to make sure that UAS is a partner with us. How can we expand that and support each other with creating initiatives, events. Even though the USU is not the UAS building, they're right next to each other and support each other in every capacity as much as possible. So we talked about the report, we talked about what's going on at the food court, also seeing what's going on with the spots. They say it's going really well, we're getting a lot of returning customers on there. If you have any questions regarding the spot and transitioning into that, come talk to me afterwards. We also talked about the bookstore and how it's utility has been used in terms of purchases, student support, staffing, and make sure other areas that are overseen by UAS but not necessarily in the building like Café 47, Golden Eagle express, Everytable as well. Speaking of Everytable, they are going to open a second location on campus at Salazar Hall in mid-November. They said that based on research they've done with surveys, a lot of people utilize Everytable and people that have classes in Salazar Hall may not walk all the way to the current location and then walk all the way back to Salazar for their next class. We've been trying to support all areas with the transitioning out of Marcus from this organization. Christopher Johnson has been coming in to support our staff, they've been meeting with me periodically to let me know what's going on. If there are any questions about support, please let us know so we can address it as soon as possible. In terms of the executive director search process, we have reopened the position, all the forums. We're hoping to get enough applications to put the committee to consider. *(Aron explains the process of interviewing and hiring for this position)* We hope to begin conducting phone interviews by early October and then have on campus interviews in November or December. The challenge is scheduling on campus interviews because it's a whole day endeavor for the candidate. *(Aron explains the process of on campus interviews)* So that's where I've been with that. Some stuff to be on the lookout for, upcoming CSSA, next week I have a conference call with Rise. *(Aron explains what Rise is)* The conference call is to address how we make first steps to coming up with a real solution at the beginning of the year. It is going to be on Thursday next week if anyone is interested.

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

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- Teady Ochoa: So we did personnel mid-year evaluation and we talked about the template. I am adding the other box that Joceline suggested where we put our name and our position. We got the mid-year timeline approved as well. The elections timeline I did kind of use the same dates, just using this year and next years dates. I looked through the elections policy as well, so it's the timeline that me and Demarea came up with and successfully achieved. I had a training this past Friday for screaming eagles that went well with a good turnout. We're excited to see where we can fit them in. I'm also working alongside Demarea and my spirit commission as well as my housing commissioner to come up with things we're going to start doing. October 31 is the Halloween game.
- c. ASI Vice President for Finance: **Christopher Koo**
  - Christopher Koo: In my area, last Friday we had our finance committee meeting and we went over our budget timeline and approved the audit. The budget should be coming pretty soon. I'm not sure if it's the next board or the one after, but the 309 will be coming very soon and I will be scheduling meetings with many of the execs to determine funding priorities for the new influx of funding that last year's surplus has left us. That's what I'm working on currently. We're also looking to revamp our funding policy which we will be talking about tomorrow. If you're interested you should come, it will be starting at 12.
- d. ASI Vice President for Academic Governance: **Jacquelyn Acosta**
  - Jacquelyn Acosta: *Jacquelyn is not present.*
- e. ASI Vice President for External Affairs and Advancement: **Joceline Rivera Jimenez**
  - Joceline Rivera Jimenez: So currently, with the help of Demarea and Gus, National Voter Registration Day is confirmed. We do need volunteers, so I know there was an email sent out. I'd appreciate it if you're available, if not that's okay. If you volunteer you get a shirt, so we're looking forward to that. We're also trying to get as many students involved and get the word out, so talk to professors, send emails, talk to students to let them know what's going on. Also, I was able to get in touch with ---. He came here to Cal State LA, he's an inspirational speaker and civic engagement in different states trying to talk to students about the importance of you being you and being yourself. Also being able to know what's going on and what is able to affect them. Such as issues that could affect their status, not as a student but as an individual. He's going to come in October. We're still working on when, what time. I feel like he's a good person to bring to campus because he brings that inclusion aspect on campus. He's really good at bringing different types of students together in regards to building a community, so we'll see how that goes.
- f. ASI Secretary/ Treasurer: **David San**
  - David San: It's mostly the usual. The only things that are different are that during SPC I really want to try emphasizing whenever anyone has programming, utilize those evaluations more so that we can all help each other out. So that we're able to understand our high points and our weak points between our programs such as what is effective and what isn't effective so that we can understand what things we should utilize better as well as advocating more for the students. We can actually see their responses and feedback on what they really want from the section or event that you've hosted. The only other thing I would say from my report is State of Affairs. It's around week 5 of the semester. State of affairs will be due week 10. I just need confirmation that the template that we have is okay to use, then I'll send them out to you guys.
- g. ASI Board of Directors:
  - Alex: So I just wanted to update the board of directors the bylaws and codes procedure continues it's work now with a third associate justice. We'll be able to work even more effectively. Last meeting we passed five policies, one of which you took up today. Ideally the other four will be taken up at the next board of directors meeting. I've continued my parliamentary duties working committees so you may have seen me around. I've also been working on constructing and improving our resources when it comes to Robert's rules and Robert's rules trainings for

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individuals, so that will be something that comes up. You're all welcome to reach out to me if you have any Robert's rules questions or questions about policy.

**h. ASI Interim Executive Director: No Current Interim Executive Director**

- Christopher Johnson: Hello everybody, my name is Christopher Johnson. Here on campus I am the director of new student affairs programs. So our office oversees new student orientation and we also have parent programs for parents of the students as well as campus tours. I've been very excited to join the ASI team adding additional support. I've been helping with full time management support. I do have office hours in ASI on Tuesday's and Thursday's. When I'm not in ASI, I'm in the Student Affairs building room 106. I've been helping to keep the business side of ASI running, making sure things get approved.

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

- Dr. Jennifer Miller: I feel like most everything got covered. This past weekend we got to see the mind matters classroom, it was pretty cool to have that opportunity and see it. It's really forward thinking and cool so we want to have more. The room is designed to have a visual experience when you walk in. It has clean air, you can actually see the clean air filter. The thought of just how good you feel in a space with the lighting and the aesthetics and the way the tables were set up, it was really neat. I love that they're thinking about that experience for our students, so we'll keep trying to get resources and more opportunities. Lots of good news, institutional research and data have lots of great data. In the division of student life, we're transitioning a lot right now. We have an open director and associate director position, so we feel your pain. We're trying to search for those positions as fast as we can. In housing, we did start an assistant director, Christopher Jensen, on Monday. Not to be confused with Christopher Johnson. He was a student here and now he's working here. *She continues to talk about other open positions.* If you're not sure if there's an opening in a certain position, come ask me so that I can get you in touch. Everyone's working really hard to support our students right now.

**VI. Adjournment:**

<b>Offered By:</b>	Christopher Koo	<b>Seconded by:</b>	Jorge Salazar			
Motion to adjourn the meeting at 4:45PM. Consensus to adjourn the meeting at Consensus reached.						
<b>All in Favor</b>	All	<b>Opposed</b>	0	<b>Abstained</b>	0	<b>Motion:</b> Passed

**I. Discussion:**

- Teady: I just want to say that for NVRD we do need some more volunteers. We have t-shirts and a lot of cool stuff.
- Demarea: I sent out that survey for availability, so if you have not had the chance to fill that out please do. NVRD is coming up and we're going to need some help in terms of volunteers for a lot of the things that are coming up. So please respond. *Discussed more about availability and the urgency to fill it out as soon as possible.*
- Teady: I also think that for us to increase our student involvement within the programs that we have, class presentations are important. Just a quick three minute presentation about what NVRD is and how to have them attend the event. Most of the students that show up to our training heard a class presentation.

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CERTIFICATION

Official Minutes taken for the ASI Board of Directors Meeting of the Associated Students, Inc., Cal State Los Angeles held on September 19, 2019 in the: U-SU Board Room, 303 and were approved by consensus by the A.S.I. Board of Director Committee on Thursday, October 03, 2019. Prepared by:

DocuSigned by:

*Dena Florez*

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Dena Florez- Recording Secretary

DocuSigned by:

*David San*

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David San- Secretary/Treasurer