



# Board of Directors Meeting

## Minutes

Day/Date: Thursday, June 6, 2024  
 Time: 2:00-4:00 PM  
 Location: Board Room N/S – USU Room 303/303A  
 Attendees: Board Members, General Public  
 Type of Meeting: General

### I. Organizational Items:

- **Land Acknowledgment:** With Great respect, Cal State LA acknowledges the Tongva people as the traditional caretaker of Tovaangar (TOE-van-gar) – the Tongva world, including the Los Angeles Basin, South Channel Islands, San Gabriel and Pomona Valleys, and portions of Orange, San Bernardino, and Riverside Counties. Cal State LA is located within these lands. As an institution located on unceded Tongva land, we pay our respects to the ancestors, elders, and our relatives/relations, past, present, and Emerging. Consistent with our values of community and diversity, we have a responsibility to acknowledge and make visible the university’s relationship to Native peoples. By offering this land Acknowledgment, we affirm Indigenous sovereignty and will work to hold Cal State LA more accountable to the needs of American Indian Peoples.
- **Call to order by:** Chair Yahir Flores, ASI President @ 2:11 pm
- **Roll Call**

|                           |   |                           |
|---------------------------|---|---------------------------|
| Yahir Flores              | President   | Present                   |
| Caitlin Jane Calica       | Vice President for Administration                       | Present after appointment |
| VACANT                    | Vice President for Finance                              |                           |
| Arwa Mohamed Hammad       | Vice President for External Affairs                     | Excused Absence           |
| Santhosh Kumar            | Vice President for Academic Governance                  | Present                   |
| Cindy Nguyen              | Chief of Staff  | Present                   |
| Valerie Canizales         | College of Health and Human Services Rep.               | Present after appointment |
| Kimberly De La Cruz       | College of Business & Economics Rep.                    | N/A                       |
| Victoria Gragasin Montoya | College of Arts and Letters Rep.                        | N/A                       |
| Preet Jadhav              | College of Engineering, Comp. Science & Technology Rep. | Excused Absence           |
| Ananya Sharma             | College of Natural & Social Sciences Rep.               | Excused Absence           |
| Savanah Alvarez           | College of Education Rep.                               | N/A                       |
| VACANT                    | College of Ethnic Studies Rep.                          |                           |
| Natasha Booka Raghu       | Civic Engagement Officer                                | N/A                       |
| Briana Goytizolo          | Diversity and Inclusion Officer                         | Present                   |
| Blanca Martinez-Navarro   | AVP- Dean of Students                                   | Excused Absence           |
| Barnaby Peake             | ASI Executive Director                                  | Present                   |
| Dena Florez               | Associate Executive Director                            | Excused Absence           |
| Gus Salazar               | Director of Graphics and Marketing                      | Excused Absence           |
| Amanda Maldonado          | Administrative Coordinator                              | Present                   |
| Ashley Foskey             | Program Coordinator                                     | Present                   |
| Guests of the Gallery     |   |                           |

➤ **Adoption of the Agenda**

|   |              |              |                |           |   |                |
|---|--------------|--------------|----------------|-----------|---|----------------|
| Offered By:   | Cindy Nguyen | Seconded by: | Santhosh Kumar |           |   |                |
| Motion to Approve Agenda for Thursday, June 6, 2024 |              |              |                |           |   |                |
| Consensus reached                                   |              |              |                |           |   |                |
| All in Favor  | All          | Opposed      | 0              | Abstained | 0 | Motion: Passed |

➤ **Certification of Minutes**

|   |              |              |                |           |   |                |
|---|--------------|--------------|----------------|-----------|---|----------------|
| Offered By:   | Cindy Nguyen | Seconded by: | Santhosh Kumar |           |   |                |
| Motion to table the Minutes for Thursday, May 9, 2024 |              |              |                |           |   |                |
| Consensus Reached                                     |              |              |                |           |   |                |
| All in Favor  | All          | Opposed      | 0              | Abstained | 0 | Motion: Passed |

**II. Public Comment**

- We will now move on to Public Comment. This time is allotted for the public to bring up comments or concerns of interest to the board. Please be advised that due to a set agenda, the board will not address the items brought up at this time but will note them down for the Executive Committee's review and action. If members of the public would like to be followed up with directly, please provide your contact information through the QR code on the door or through the form provided on the ASI website meeting agenda. We will now call on members of the public in the order of registration before moving on to the general public.

**III. Informational Items**

- Summer Training Schedule – Barnaby
  - **Barnaby:** speaks on training, which they will have planned, and will send it to everyone with confirmation on times and dates. For example, training days would be best on Thursdays from 1 to 5 pm or other dates on campus. Mentions senators will have separate training on other dates and times.
  - **Caitlin:** Mentions she cannot attend training on June 17
  - Yahir and Amanda correct dates
  - **Barnaby:** He will send everyone the schedule with dates and times and with information about the training.
  - **Santhosh:** Asks whether it can be moved to a late time
  - **Caitlin:** Suggests it is not a good idea since the campus does close earlier in the summer.
  - **Yahir:** Says the best time is 10 am to 4 pm since the campus does closes earlier and gives more time for the day
  - **Santhosh:** repeats what he thinks on time and how it should be moved down to a later time, such as 11 am to 5 pm
  - **Barnaby:** mentions this is a once-a-month thing, and there isn't much of a time conflict.
  - Caitlin and Cindy agree that 10 a.m. is good, and if they were to move it later, it would not be safe since the campus closes early.
  - Yahir agrees
  - Barnaby agrees, but it is also a preference of everyone with their schedules.
  - Santhosh asks what the training will consist of with the times.
  - **Ashley:** speaks on booking dates as there has been an issue since the orientation, and other things are happening on campus during the summer.

- **Barnaby:** speaks on the booking issues and hasn't set some specific dates yet since they are experiencing that, but he also mentions it is mandatory, and Santhosh has to stay full-time.
- **Yahir:** ends the discussion with they will follow up with updates and times and will reach out by tomorrow.
- **Barnaby:** explains they would like to do a summer retreat the week before classes begin over the weekend and mentions to please everyone to make this a plan to go and are looking at options. Still, they need to commit to the training, and then they can plan this summer retreat, which all of ASI will attend, which is mandatory unless of emergency.
- **Ashley:** speaks about her thoughts and what she would like to have planned.
- Yahir asks if lunch will be provided, and yes, they will.
- Robert Rules of Order – Brief Introduction
  - **Yahir:** shares they will be training student leaders with this for the concepts and language of it; they will send out highlights, but the training will be practice and go in-depth with it. Share insights into it, such as roll call approving minutes, agendas, and public comments or concerns and what they can do. It goes into main items, informational items and explains what they mean, and action items as it is the big one since it comes with approving actions and goes into procedures and motions.

**IV. Action Items**

➤ **Appointment for Vacancies**

- **Yahir:** starts by saying this year's end, they did have a lot of vacancies, but some did fill up, but now they will go into positions in the other student leaders; Arwa has done 4 interviews for the civic engagement position.
- **Barnaby:** mentions to read all position descriptions, including your own.
- **Yahir:** goes back to the civic engagement position and details what they do and what is expected for this position. The student of recommendation was Natasha Booka Raghu; she is currently a master's student majoring in electrical engineering. She was involved in the student body in a school in India, hosting debates and sharing projects she's worked on with her student body. She is part of the screaming eagles here at ASI.

**Motion to Appoint Natasha Booka Raghu**

|  |              |              |                |           |   |                |
|--|--------------|--------------|----------------|-----------|---|----------------|
| Offered By:  | Cindy Nguyen | Seconded by: | Santhosh Kumar |           |   |                |
| Motion to appoint Natasha Booka Raghu as the Civic Engagement Officer for the 2024-25 year |              |              |                |           |   |                |
| Consensus Reached  |              |              |                |           |   |                |
| All in Favor   | All          | Opposed      | 0              | Abstained | 0 | Motion: Passed |

- Natasha Booka Raghu did not meet eligibility for the Civic Engagement position and will remain vacant
- **Yahir:** goes into the next position, Vice President for Administration, and shares the details of the position and what is expected. Yahir did 4 interviews, and all were very involved on campus; his ideas for picking someone for being the top pick were Caitlin Jane Calica's accomplishments. Has seen what she has done at ASI when she was a college rep last year and her other involvements on campus.

**Motion to Appoint Caitlin Jane Calica**

|   |              |              |                |  |  |  |
|---|--------------|--------------|----------------|--|--|--|
| Offered By:   | Cindy Nguyen | Seconded by: | Santhosh Kumar |  |  |  |
| Motion to appoint Caitlin Jane Calica as the Vice President for Administration for the 2024-25 year |              |              |                |  |  |  |
| Consensus Reached   |              |              |                |  |  |  |

|              |     |         |   |           |   |                |
|--------------|-----|---------|---|-----------|---|----------------|
| All in Favor | All | Opposed | 0 | Abstained | 0 | Motion: Passed |
|--------------|-----|---------|---|-----------|---|----------------|

- **Yahir:** moved on to the Engagement Commissioner, where he interviewed but did not want to proceed with appointing anyone based on their answers and responses to the questions asked. He will follow up with the candidates on other positions.
- **Yahir:** shares the College of Education, the position description, and what is expected. Shares he would like to move forward on appointing her as she has great experience and shares more about herself and what she knows about her college.
- **Barnaby:** shares things he's heard about college on time conflicts and commitments
- **Yahir:** responds that he did advise her, and she is fully aware of it. There shouldn't be conflicts.

**Motion to Appoint Savannah Alvarez**

|   |                     |              |              |           |   |                |
|---|---------------------|--------------|--------------|-----------|---|----------------|
| Offered By:   | Caitlin Jane Calica | Seconded by: | Cindy Nguyen |           |   |                |
| Motion to appoint Savannah Alvarez as the College of Education Representative for the 2024-25 year<br>Consensus Reached |                     |              |              |           |   |                |
| All in Favor  | All                 | Opposed      | 0            | Abstained | 0 | Motion: Passed |

- **Yahir:** shared about Valerie Canizales for the College of Health & Human Sciences; he spoke to 2 students, shared the position description, recommended Valerie, and shared her thoughts. He is passionate about helping the students stay connected, already has ideas for programming, and is very involved and known on campus.

**Motion to Appoint Valerie Canizales**

|  |                     |              |              |           |   |                |
|--|---------------------|--------------|--------------|-----------|---|----------------|
| Offered By:  | Caitlin Jane Calica | Seconded by: | Cindy Nguyen |           |   |                |
| Motion to appoint Valerie Canizales as the College of Health & Human Services Representative for the 2024-25 year<br>Consensus Reached |                     |              |              |           |   |                |
| All in Favor   | All                 | Opposed      | 0            | Abstained | 0 | Motion: Passed |

- **Valerie:** asks a question regarding when meetings are with time and dates.
- Yahir clarifies
- **Yahir:** shares that the College of Arts and Letters Representative goes into the description position and shares he recommends Victoria Gragasin Montoya with her major and how they would like to be involved and their plans.
- Santhosh asks a question on candidates
- Yahir answers and clarifies
- Caitlin asks a question on the candidate
- Yahir answers and clarifies

**Motion to Appoint Victoria Gragasin Montoya**

|   |              |              |                   |           |   |                |
|---|--------------|--------------|-------------------|-----------|---|----------------|
| Offered By:   | Cindy Nguyen | Seconded by: | Valerie Canizales |           |   |                |
| Motion to appoint Victoria Gragasin Montoya as the College of Arts & Letters Representative for the 2024-25 year<br>Consensus Reached |              |              |                   |           |   |                |
| All in Favor  | All          | Opposed      | 0                 | Abstained | 0 | Motion: Passed |

- **Yahir:** shared that for the College of Business and Economics Representative there was 2 candidates, and his recommendation is Kimberly. He shares her experiences and hardship and her passion on getting involved with the campus and the students and serving in ASI.

**Motion to Appoint Kimberly De La Cruz**

|  |              |              |                     |           |   |                |
|--|--------------|--------------|---------------------|-----------|---|----------------|
| Offered By:  | Cindy Nguyen | Seconded by: | Caitlin Jane Calica |           |   |                |
| Motion to appoint Kimberly De La Cruz as the College of Business & Economics Representative for the 2024-25 year |              |              |                     |           |   |                |
| Consensus Reached  |              |              |                     |           |   |                |
| All in Favor   | All          | Opposed      | 0                   | Abstained | 0 | Motion: Passed |

➤ **Committee Appointments**

▪ **Foundation Board**

- Yahir starts by saying this year's end, they did have a lot of vacancies, but some did fill up, but now they will go into positions in the other student leaders; Arwa has done 4 interviews for the civic engagement position.
- **Yahir:** moves on the University Committee Appointments for Board Services and goes into further detail with also recommending Cindy to be on the foundation board
- **Cindy:** shares what she has done with the finance committee and what shows that she is qualified to sit on the foundation board.
- **Yahir:** shares that he does sit in those meetings and boards but recommends Cindy as they require most things, which he knows Cindy can do and handle. He asks if anyone else is interested and shares anyone is welcome to listen to those meetings.
- Barnaby asks when they meet
- Yahir answers

|   |                     |              |                |           |   |                |
|---|---------------------|--------------|----------------|-----------|---|----------------|
| Offered By:   | Caitlin Jane Calica | Seconded by: | Santhosh Kumar |           |   |                |
| Motion to appoint Cindy Nguyen as the student trustee on the Cal State LA Foundation Board of Directors |                     |              |                |           |   |                |
| Consensus Reached   |                     |              |                |           |   |                |
| All in Favor  | All                 | Opposed      | 0              | Abstained | 0 | Motion: Passed |

▪ **University Auxiliary Services (UAS)**

- **Yahir:** Goes into detail on what they oversee, like Bio space, the children's center, and catering; they have their own Board of Directors meetings and explain who and what they do for the students and the school, and he recommends Arwa and asks if anyone else is interested
- Caitlin Jane is interested and shares why

|   |                     |              |                   |           |   |                |
|---|---------------------|--------------|-------------------|-----------|---|----------------|
| Offered By:   | Caitlin Jane Calica | Seconded by: | Valerie Canizales |           |   |                |
| Motion to appoint Arwa Hammad and Caitlin Jane Calica to sit on the University Auxiliary Services Board of Director |                     |              |                   |           |   |                |
| Consensus Reached   |                     |              |                   |           |   |                |
| All in Favor  | All                 | Opposed      | 0                 | Abstained | 0 | Motion: Passed |

➤ **ASI Committee Appointments**

- **Yahir:** moves on and speaks about what the student leaders have to do for additional committees and which ones best fit them
- **Caitlin:** asks a question about dates
- **Amanda:** shares they don't have it fully yet, but soon they will be working on it
- **Yahir:** clarifies and shares they will send it out soon.

**V. Discussion Items**

**VI. Reports**

- **ASI President - Yahir Flores**
  - Discusses his plans for events and meetings during the summer and shares that he has been in contact with all pro staff regarding summer training.
- **Vice President for Administration – Caitlin Jane Calica**
  - Caitlin Jane is excited about her new role and shares that she no longer works for the Cross-Cultural Center.
- **Vice President for Academic Governance – Santhosh Kumar**
  - Santhosh shares what he plans on doing over the summer for ASI
- **Chief of Staff - Cindy Nguyen**
  - Cindy shares to visit the ASI website for new members to get a feel of things they've worked on before.
- **Diversity & Inclusion Officer - Briana Goytizolo**
  - Shares she will attend an ASI event soon off campus and is excited to attend.
- **ASI Executive Director – Barnaby Peake**
  - Shares they will soon have their emails ready and be expected for more business and budget talk in committees and programming even though it is summer the staff and office is open for questions and ask that all leaders check their emails daily. Lots of planning for the next semester is coming.
- **Program Coordinator – Ashley Foskey**
  - Shares for everyone to check their emails
- **Administrative Coordinator – Amanda Maldonado**
  - Shares the Audit is coming, so they are a bit busy getting it ready, but club banking will be with ASI now, so it is a busy time for the administration.
- **College of Health & Human Services Representative – Valerie Canizales**
  - Valerie shares she is excited for her new role and is not afraid to ask questions for her role.

**VII. Adjournment**

|   |              |              |                     |           |   |                |
|---|--------------|--------------|---------------------|-----------|---|----------------|
| Offered By:   | Cindy Nguyen | Seconded by: | Caitlin Jane Calica |           |   |                |
| Motion to adjourn the meeting at 3:57 pm              |              |              |                     |           |   |                |
| Consensus to adjourn the meeting - 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 June 6, 2024, in Board Room N/S – USU Room 303/303A and were approved by consensus by the ASI Board of Directors on Monday, June 17, 2024.

Prepared by:

*Alexis Narvaez*

Alexis Narvaez (Feb 10, 2025 23:39 PST)

Alexis Narvaez - Recording Secretary

*Cindy Nguyen*

Cindy Nguyen (Feb 11, 2025 11:08 PST)

Cindy Nguyen- Chief of Staff