

ASI Executive Committee Meeting

October 12th, 2022

Green & Gold Room

Immediately following the adjournment of the ASI Working Board Meeting

I. CALL TO ORDER – 3:40PM The Vice President of Academic Affairs (VPAA) arrived late at 3:45PM)

Executive Committee Meetings are held every other Wednesday following the close of the ASI Regular Board Meetings. Therefore, the start time for executive committee is uncertain but will roughly start five minutes after board meetings adjourn on the condition that the board meetings end by 4:30pm.

II. PUBLIC COMMENT

Public comment is intended as a time for any member of the public or any ASI Director to address the Executive Committee on issues affecting ASI and/or California State University, Sacramento.

III. ASI COMMITTEE UPDATES

○ **President**

- No Updates

○ **Executive Vice President**

- Social Justice and Equity
 - The forum is going to be held in the Fall and Spring semesters.
- Student Marketing and Outreach
 - Discussed possible tabling with ASI.
 - Discussed changing the option for 100 responses to 500 responses and a possible use of strategic priority money.
- Memorial Scholarships Committee
 - All the students needed for the committee have been appointed (2).
 - There was an attempt for a third, but it was not successful.

○ **Vice President of Finance**

- Scholarship Committee
 - Two extra students were appointed above the minimum required students
 - Discussed the possible need to recruit more students at the end of the semester
- Audit Committee
 - The Auditors' contract is ending soon so there will be a search committee to meet with other companies.

○ **Vice President of University Affairs**

- Wellness, Safety, and Sexual Assault Awareness Committee
 - They are planning an upcoming event
- Antiracism and inclusion campus plan (AICP) Advisory Committee
 - The first meeting will be on November 1st.
- University Committee
 - More students will be appointed in the next legislation round.

- There is a struggle with having ASI Board Members to table
 - The Executive Committee discussed possible alternatives for tabling to prevent this issue from continuing.
 - Discussed possibly creating Microsoft Teams that follow the ASI guidelines for clearer communications
 - Also, possibly sharing each other's Outlook calendars to see what times/dates are most available for everyone.
- **Vice President of Academic Affairs**
 - Committees
 - Still in need of three graduate students for committees
 - Discussed supporting the ASI graduate director in finding students by possibly reaching out to graduate professors.

IV. COLLEGE DIRECTORS UPDATE

- **Board Secretary**
 - The Secretary mentioned that the Board of Directors (BOD) is not properly trained in the legislation portal
 - The Executive Vice President mentioned that there will be scheduled training
 - The Secretary expressed the issues of miscommunication between the Executive Board and the Board of Directors (BOD).
 - This also includes issues with communication between the office staff as well.

V. DISCUSSION ITEM:

- **Office environment**
 - The President suggested that the board members schedule meetings with other board members that they may have conflicts with before reaching out to an executive board member.
 - The Vice President of Academic Affairs mentioned that this miscommunication is primarily due to the previous information that the board received that the Board of Directors (BOD) must go to the Executive Vice President (EVP) for any concerns.
 - This is a miscommunication in the Rules of Operation that state that the Executive Vice President (EVP) is the accountability officer.
- **Roles and responsibilities**
 - This discussion item was skipped.
- **Positionality abuse**
 - This discussion item was skipped.
- **Community conduct agreement**
 - The President mentioned that the Board of Directors (BOD) should be mindful of they speak to other board members and remember to be respectful of each other.
 - The communication needs to be improved to avoid assumptions.
 - The President also mentioned that there needs to be a reduction in the cliques between the board members.
 - The Vice Chair mentioned that there is also a miscommunication of the protocol for students checking in at the front desk.
 - The President proposed that we create an office conduct document to outline the office rules.
 - The Secretary asked about the protocol for the use of the ASI conference room

by the Board of Directors (BOD) Joint Councils.

- The Vice President of Finance mentioned that the rules of operation do not require the existence of a Joint Council. Therefore, we can not allow them to meet in the ASI conference room.
- The Secretary mentioned that all these specific rules are not properly given to us at the beginning of our positions.
 - The President mentioned that it is the responsibility of every board member to read their rules of operation.
- The Vice President of Academic Affairs (VPAA) mentioned that there needs to be a change in the way that people are spoken to in the office and it must be outlined in the office conduct document.

VI. CLOSING REMARKS

- The President proposed a board bonding day to fix the cooperation and team work between the board.
- The President mentioned that there will be an official office conduct agreement and community agreement document created and sent out to all the Board of Directors (BOD).

VII. ADJOURNMENT – 5:24PM