



**ASSOCIATED STUDENTS, INC.**  
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Minutes  
Executive Committee  
Friday, January 31, 2020 9:00 A.M.  
Loker Student Union 113

- I. Called to order at 9:44 a.m. by Christian Jackson, Chairperson (Information Only No Quorum)
- II. Roll Call  
**Voting Members Present:** Christian Jackson, Rihab Shuaib, and Makonnen Nixon  
**Advisors Present:** Rasheedah Shakoor, Michellena Lakey, and Djeneba Ahouansou  
**Advisors Absent:** Matthew Smith  
**Visitors:** Katelin Stewart, Jessica Achugbue, and Shamshad Elimu

**Called to Order at 10:10 a.m.**

- III. Approval of Agenda – Action Item  
\*M/Shuaib, S/Nixon to approve the agenda as submitted  
**VOTE: UNANIMOUS**
- IV. Approval of Minutes – Action Item  
\*M/Shuaib, S/Nixon to approve the minutes if November 1, 2019 as submitted. **VOTE: UNANIMOUS**
- V. Open Forum – Agenda Items Only  
Time for members of the audience to address the Committee on specific agenda items only. None
- VI. Unfinished Business
  - A. ASI Student of the Month – Action Item  
The Committee will discuss and consider ASI student of the month. Stewart passed around information showing how tracking of “kudos” given to ASI BOD members and/or ASI student staff members, and the comments submitted. Jackson shared information suggested by Shakoor switching from the “Student of the Month” format to “Student of the Semester”. Shuaib prefers the monthly format it would recognized more students. Shakoor noted it was just suggestion used in the past. Also, ASI students taking the time to write nominations, and issues with selection of recipients, selection of

award gifts, etc. Stewart shared that she feels that now, with the finalized rubric chosen, it may not take as long for students to submit nominations as it did when the format was still in the process of being finalized. The Committee reviewed the kudos sheet, and Shuaib expressed her concern that recipients might always be BOD members rather than student staff members. Lakey responded with reassurance that the kudos format gives all ASI-involved students equal opportunity to have kudos written for them.

\*M/Nixon, S/Shuaib to approve #2 for Student of the month

**VOTE: UNANIMOUS** (BOD DSS Itzel Marin)

**B. BOD Absences – Discussion Item**

The Committee will discuss and consider Board member absences. Nixon presented the attendance log spreadsheet, which contained up-to-date records of BOD attendance. Jackson clarified absence due to illness is considered excused, while absence due to a driving test and absence with no excuse given are unexcused. The Committee decided to excuse a BOD member's absence that was caused by a scheduling and transportation emergency. The Committee discussed the possibility of removal of a BOD member with frequent absences. Lakey advised to continue discussing attendance and vote on the matter for the record.

**VII. New Business**

**A. BOD Fee Engagement Tracker – Action Item**

The Committee will discuss and consider a scoring system for Board Members as it pertains to the My ASI, My Fee incentive. Jackson presented a rough draft of the BOD Fee Engagement Tracker. Ahouansou shared that ASI Program Coordinator; Janes suggested adding space at the bottom of the tabling visitors survey for students to write who helped them. Also, it would be difficult to accurately track classroom presentations and/or passing out of materials without witnesses. The Committee agreed that it is good for the engagement activities done by BOD members to have witnesses. Jackson suggested using a stamp system for professor verification when classroom presentations are given. Shuaib offered another idea of collecting professors' signatures. Shakoor suggested changing the earned point amounts for each activity. The Committee rearranged the points given for each activity, so that BOD members can now earn:

15 points for giving class presentations, passing out materials, or tabling for 30 minutes,

25 points for 1 hour of tabling,

50 points for 2 hours of tabling with bonus points given when a member's name is written on a table visitor survey.

BOD members who accrue the most points will receive gift cards as prizes. Starting with this past week's participation, points counted by their leads.

B. BOD Informal Conversation – Discussion Item

The Committee will discuss topics and facilitation for the Informal conversations.

Lakey shared at the BOD's January retreat; a focus group-discussed desire to engage in more informal conversations outside of the structure of formal ASI meetings. The focus group shared a desire to discuss matters that pertain to working in the ASI office community. Lakey shared an overview of general themes heard in the focus group's discussion. Jackson expressed that it seems the BOD wants social/check-in time. Nixon suggested building this open discussion concept into the leadership training sessions. Stewart would check in with the focus group to brainstorm what these discussions should look like.

VIII. Reports

**Associate Director** – Lakey shared Spring Fling event date changed from Friday, April 17, 2020 to Friday, April 24, 2020. One Artist has confirmed date change works for them, while the other is tentative at this time. Janes is still working on finalizing the location for the Block Party event, as University Housing is no longer a viable option. The event will likely be moved to Parking Lot Six or Seven. One of ASI Front Desk Assistants resigned, last day February 11, 2020. Additionally, there will be multiple ASI student staff members graduating this spring.

**Finance and Business Service Manager** – Ahouansou shared Budget Call Orientation sessions went well. Letters for Multicultural Affairs (MCA), Athletics, and the Toro Learning and Testing Center funding are being prepared and sent by the end of the day. This is the last year that the Toro Learning and Testing Center receive funds from ASI. The drop in number from fall to spring semester is concerning for ASI budget. Ahouansou is working on ASI's Foundation Agreement. CDC needs new turf in the play yard, and Landscaper is being sought out to put in new natural or synthetic grass. Student Affairs wants to reference ASI in their annual report, which will be centered on the theme of "access" and will highlight ASI's services and student advocacy. Ahouansou requested that Jackson address the issue of faculty making unauthorized classroom changes.

**Executive Director** – Shakoor announced she has taken on the role of AOA Committee Chair – this would require her to travel three times this year: in March, August and November. LSU will soon receive ASI's renewed 10-year operating agreement. Ahouansou and Shuaib will negotiate for \$50,000 of programming within the space.

**Executive Vice President** – Nixon announced first Academic Senate meeting of the semester is next week. He is scheduling weekly meetings with Janes in support of the Election Commission.

**ASI President** – Jackson shared at Toro Team Lunch scheduled for Monday; he will discuss Library Space issues and the master plan. April 24 - May 1, 2020 Jackson and Shuaib are attending Alumni and Advocacy events in New York and Washington DC.

- IX. Open Forum – Discussion Item  
Time for members of the audience to address the Committee. None
- X. Adjournment  
Meeting adjourned at 11:02 a.m.

Chair’s Signatures: \_\_\_\_\_ Date: \_\_\_\_\_