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Minutes
Executive Committee
Monday, June 29, 2019 10:00 AM

This meeting is being facilitated through an online zoom format, consistent with the Governor's Executive Order N25-20, suspending certain open meeting law restrictions.

- I. Called to order at 10:22 a.m. by Christian Jackson, Chairperson
- II. Roll Call
Voting Members Present: Christian Jackson, Makonnen Nixon, and Rihab Shuaib
Advisors Present: Rasheedah Shakoor, Michellena Lakey, Djeneba Ahouansou, and Matthew Smith
Visitors: Donisha Quiller, Yoara Cruz, and Shamshad Elimu
- III. Approval of Agenda – Action Item
*M/Nixon, S/Shuaib to approve the agenda as submitted
VOTE: UNANIMOUS
- IV. Approval of Minutes (May 22, 2020) – Action Item
*M/Shuaib, S/Nixon to table the minutes of May 22, 2020
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 – None
- VII. New Business
 - A. California State University (CSU) Bond Measure – Action Item
The Committee will hear from ASI President, Jackson and consider University Request to fund the CSU Bond Measure
Jackson noted no changes since last time discussion at the Board meeting. He further noted it would be best to contribute to the cause since ASI was required to pay per the email received from university President and ASI included this in the budget.

*M/Shuiab, S/Nixon to approve the California State University Bond Measure of \$5,000. **VOTE: UNANIMOUS**

ASI Children's Center Status – Action Item

The Committee will discuss status of ASI Children's Center in light of COVID-19 and University requirements for opening. (Closed Session – Pursuant to California Education Code 89307 (c)(1))

*M/Shuaib, S/Nixon to move into Closed Session at 10:34 a.m.

VOTE: UNANIMOUS

Closed Session ended at 10:54 a.m.

*M/Shuiab, S/Nixon to approve CDC staff planning and move forward with the presented plan. **VOTE: UNANIMOUS**

B. Technology Service Stipend Policy – Action Item

The Committee will discuss and consider the approval of the Technology Service Stipend Policy.

Lakey met with Foundation where she discover they were paying their employees for the use of Technology services while working at home. After discussing the issue with the ASI attorney to make sure if we meet the Technology Service Stipend Policy. She is bringing the matter to the Executive members to decide how they would like to move forward with ASI Employees working at home since March 16, 2020 to present. Shakoor assured t

*M/Nixon, S/Shuaib to approve the Technology Service Stipend Policy

VOTE: UNANIMOUS

VIII. Reports

Executive Director Shakoor addressed the new surveillance policy that was created by the Chancellor's office. She noted that this policy will not directly affect CDC because they will not be open in the fall, but they will still be affected by it. Shakoor also mentioned the legal hold letter they sent out to ASI staff regarding the lawsuit being charged against CSU. The letter contains information that staff should not be deleting any files or emails at this time. Regarding CDC, Shakoor noted that parent data is being collected to make their marketing and accommodations better for the center in order to get people interested to come again.

Finance and Business Manager Ahouansou noted that she will be having a meeting with the auditors tomorrow and verifying if there is any need for front interviews. Ahouansou also mentioned that she is still troubleshooting through some emails within the department and is hoping they will be resolved soon. The fiscal year will be closing soon, and July 1 will mark the new fiscal year with a new president.

Associate Director Lakey mentioned that ASI hired a new Graduate Assistant, Jesse Magaña, and noted that Katelin Stewart's last day as our Graduate Assistant is July 10. Lakey is working alongside Ahouansou in order to address ergonomic concerns and how to best take care of employees when they are working from home. B.O.D training and the executive retreat are projects Lakey is working on so they can be converted into virtual

events. Lakey also brought up the staff development day that is taking place in July and is hoping to plan and prepare it for professional staff. Finally, Lakey addresses how there will be new students staff hired for the main office since two program assistants are graduating this year.

Dean Smith is still waiting on how the budget outlook will be and does anticipate the possibility of furloughs. He will be meeting with his leadership team in order to plan out the services or organizational structures they can provide based on the budget outlook.

Open Forum – Discussion Item

Time for members of the audience to address the Committee.

Shakoor discusses how staff are being trained on how to disinfect the office when they come back to work, and they will be signing an acknowledgement that they understand these rules. Lakey urged the committee to know that they should only be going into the office if its for something essential and nothing more.

- IX. Adjourned
Meeting adjourned at 11:10 a.m.

Chair's Signature: _____

Date: _____

“ASI REPRESENTS THE STUDENTS “