



ASSOCIATED STUDENTS, INC.
CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS
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Minutes
Executive Committee
Friday, September 11, 2020 9:30 AM
Zoom Meeting

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 10:03 a.m. by Rihab Shuaib, Chairperson
- II. Roll Call
Voting Members Present: Rihab Shuaib, Blake Anger, and Lola White
Advisors Present: Rasheedah Shakoor, Michellena Lakey, and Djeneba Ahouansou
Advisors Absent: Matthew Smith
Visitors: Jesse Magana, Jessica, and Shamshad Elimu
- III. Approval of Agenda – Action Item
*M/Anger, S/White to approve the agenda as submitted
VOTE: UNANIMOUS
- IV. Approval of Minutes (June 29, 2020) – Action Item
*M/Anger, S/White to approve the minutes of June 29, 2020 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. BOD Absences – Discussion Item
The Committee will discuss and consider Board member absences.
Shuaib noted ASI policy indicates two unexcused absences of BOD members from BOD meetings are ground for removal. The Committee reviewed the BOD Attendance Sheet Excel document. The one recent absence was marked as excused due to a communication mistake preventing the member from attending. Lakey reminded the Committee that members' academic obligations take precedence – classes that interfere with meeting attendance are always excused. Lakey advised that BOD member Jocelyn Molina be removed from the Legislative Affairs Committee this semester due to a conflicting class time; Molina will be advised to attend Friday meetings that take place after the

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conclusion of her class. Anger will be taking over management of the absence tracking.

VII. New Business

A. ASI Student of the Month – Discussion Item

The Committee will discuss the implementation of ASI Student of the Month virtually and its reward.

Shuaib asked Graduate assistant, Jesse Magaña to overseeing the ASI Student of the Month program and how Board members can award “Kudos” to ASI students each month. Magaña will share the Student of the Month at the BOD meeting this afternoon for selection of at the end of the month for the prior month. Magaña showed the Committee the Google Form to use for ASI students selection of fellow ASI student, indicate positive aspects noted about the student, and write descriptions of the student’s performance. The Committee decided to continue awarding \$20 gift cards of recipients’ choice; Lakey clarified that funding for this is still in the budget

B. Board Communication – Discussion Item

The Committee will discuss ideas to ensure effective communication between Executive Team and the Board.

Shuaib noted that some aspects of the meeting procedures need to be clarified for new members. Anger noted that some members are unsure of the alternating Friday meeting schedules. Committee members shared that they have communicated expectations to their team members. Lakey reminded the Committee that Elimu has sent a document with the year’s scheduled meetings to all Board members – the Executive Committee should check with team members if they received the document and transferred them into their Outlook and personal calendars. Ahouansou clarified that the Zoom links for each meeting will be recurring, so BOD members can note the log-in information for each meeting and manually access them. Shuaib shared that she has not yet received all of the team members’ availability for university committees; Anger and White follow up with their team members regarding their availability. Lakey and Shakoor demonstrated the uses of Microsoft Teams for group communication.

VIII. Reports

Vice President of Finance – White announced first Finance Commission meeting is scheduled after Executive meeting today.

Associate Director – Lakey is working on All Staff Development Days and that there has been a small drop in dental rates for staff.

Executive Director – Shakoor noted EAB is now referred to as the Toro Success Collaborative; she is trying to discern how ASI can use it to respond to issues brought

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to ASI by students and track the resolutions. Jeff Falkner is no longer with university. Data collection is currently a major focus for the university overall. Information regarding recent theft at the CDC will be shared with campus emergency operations so that they can keep watch over that area, which is a more isolated section of campus. The CSU Chancellor's message regarding continuation of remote learning formatting for the spring semester has been released, and there is a need to start planning – decisions need to be made regarding the reopening of the CDC. The returning of student fees is also a present concern. She will reach out to Thomas Norman to revisit the childcare needs survey that was given to all of the university community.

Finance and Business Service Manager – Ahouansou noted Audit Committee meeting is scheduled on September 14, 2020 at 12:00 p.m. she asked the Exec members to let he know if there is scheduling conflicts

IX. Open Forum – Discussion Item

Time for members of the audience to address the Committee.

Janes shared that, after Welcome Week, ASI has not seen big turnouts for virtual events – a few of the events have had zero attendees. Programming and Marketing team will spend time this week rethinking strategies and revitalizing their approaches. They are considering using more social media engagement like last semester rather than frequent Zoom meetings. The team received some feedback from a few students from their surveys, and the feedback was positive – they are planning to launch another survey soon. Lakey stated that the event engagement has a trickle effect for the whole ASI Organization, and encouraged Shuaib to schedule time with Janes to share more thoroughly at BOD meeting; Shuaib asked Janes to share at today's BOD meeting. Shuaib asked attendance at the recent concert. Janes noted there were 12 students at peak attendance.

IX. Adjournment

Meeting adjourned at 11:01 a.m.

Chair's Signature: _____

Date: _____

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