



**ASSOCIATED STUDENTS, INC.**  
CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS  
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Minutes

Executive Committee

November 17, 2023, 9:30AM

ASI Guy Witherspoon Conference Room LSU 231B

- I. Called to order at 9:34 a.m. by Edgar Mejia-Alezano, Chairperson
- II. Roll Call  
**Voting Members Present:** Edgar Mejia-Alezano, Jhanella Martinez, Janna Villanueva, and Marcelo Cowo  
**Advisors Present:** Michellena Lakey and Matthew Smith  
**Advisors Absent:** Rasheedah Shakoor  
**Visitors:** Imari Taylor, Kevin Truong, and Shamshad Elimu
- III. Approval of Agenda – Action Item  
\*M/Villanueva, S/Martinez to approve the agenda as submitted  
**VOTE: UNANIMOUS**
- IV. Approval of Minutes (October 20, 2023) – Action Item  
\*M/Cowo, S/Martinez to table the minutes of October 20, 2023  
**VOTE: UNANIMOUS**
- V. Reports  
**Executive Vice President** – Martinez attended the SFAC Committee meeting.  
**Vice President of Academic Affairs** – Villanueva met with Dr. Pawar and the Undergraduate Dean Costino.  
**Associate Director:** Lakey announced two new hires Danny Garica-Estrada the new KDHR Production Assistant, and Dempsey Craig, Graphic Designer. CDC has an opening for Teacher’s position.  
**ASI President** – Mejia-Alezano had his One-on-One with University President, they discussed Spring Fling. He was able to secure funding of up to \$10,000 to support the event. He also suggested the possibility of having a beer garden location in I Building and suggested blocking parking lot 2 for Skating but had concerns on how to fence the area. The President is also going to supply snacks for the event. They also discussed Bus Stand Cover for students during the upcoming rainy season and University President said the city rejected the request for the shades but approved installing benches. However, he is brainstorming temporary solutions for rain to have cover, such as a canopy with sandbags. The Board agreed helping with Turkey giveaway Sunday at Chick Fil-A, and a Toy Drive for December.
- VI. Open Forum – Agenda Items Only  
Time for members of the audience to address the Committee on specific agenda items only.

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Marinez noted SFAC Committee meeting had several requests to approve but were able to only approve two. They discussed a Board member missing two meetings after confirming to attend. They meet with her to discuss the importance of the Committee meeting she let them know of her internship during that time. Lakey suggested finding a different Board member who is available to attend this meeting. Cowo and Castaneda-Patino met to discuss this issue, she assured them that it was no problem she would be able to attend SFAC. Lakey suggested coaching BOD members if they are overwhelmed, they could stay as interns or Toro Ambassadors and let someone else serve that BOD position. Martinez noted Valladolid – CBAPP Rep asked a lot of great questions during SFAC that made the Committee hold back on awarding some requests having follow up questions.

### VII. Unfinished Business – None

### VIII. New Business

#### A. Team Toro Planning – Discussion Item

The Board will brainstorm and plan for the upcoming November Team Toro Lunch and its agenda.

Villanueva met with Dr. Pawar to let her know that students were unaware of the proper channels to complain, formally or informally, about their professors. Pawar noted that faculty does not have a way to properly grieve/complain about students either. They discussed what would be appropriate ways to place complaints. Villanueva was advised to ask Smith about the proposed CARE Hub and whether it could serve as a place for grievances. Smith was not sure if the CARE Hub would be the designated platform but suggested that there may be some overlap. The key was to establish the process of handling a student's complaint. The Student Success Center would serve as a site, where students could fill out a grievance form online. Smith is working to form a committee that would outline types of cases and underline their jurisdiction. Lakey asked for a draft of the process to be sent her, and the Executive members to review, and they would send him their input. Lakey mentioned that the next team toro lunch would cover the same discussion item in more detail. Smith clarified that there is a place for faculty to file grievances regarding faculty to students or vice versa. Lakey brought up a previous issue that needed follow-up and asked about the next steps. Smith clarified the current process that if a student has a grievance, they should first approach the faculty, then the chair of the department, followed by the Associate Dean, Dean, and finally the Provost. The process is similar for staff grievances, starting with the supervisor, then the Associate Vice President of the department, followed by the Vice President of the area.

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Mejia-Alezano wanted to ask them if the email was sent out at all. He suggested keeping the existing agenda but adding tiers to it. Lakey suggesting asking what specifically was preventing University from moving forward with the grievance process in the student success centers. Cowo suggested bringing up Financial Aid would derail the discussion. Lakey suggested keeping the agenda's title and adding a sub-bullet point about the email of support, cultural civility, and care. They should also discuss resource issues and how the cabinet can invest in them. Smith emphasized that this is a long-term issue, and the full administrative support of the student success centers is important for this process to be realized. .

**B. Request for CDC Expansion Funding - Discussion/Action Item**

The Board will hear from ASI Executive Director, Rasheedah Shakoor, regarding Request for Expansion Funding for the ASI CSUDH Child Development Center. Lakey announced that CDC has two CDE contracts Preschool and the Toddlers. The toddler contract covers up to 2 toddlers currently, CDC Director Candace Manasala is requesting the Exec Board to approve an application to the CDE for a reimbursement for 15 toddlers instead of the current 2.

\*M/Villanueva, S/Martinez to approve CDC Expansion Funding as presented by Lakey. **VOTE: UNANIMOUS**

**IX. Open Forum – Discussion Item**

Time for members of the audience to address the Committee.

Cowo mentioned that the points they are bringing up for Team Toro may start to sound repetitive. Lakey noted that there was an MPP meeting regarding several significant issues on campus. She thinks the complaint/grievance process is a valid concern that they may not offer any tangible solutions at the meeting, but it could still be worth mentioning.

**X. Adjournment**

Meeting adjourned at 10:11 a.m.

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