



Rules and Policies Committee Minutes

2017-2018:06 Friday, January 5, 2018, 11:00 – 1:00PM, BSC 1st Floor, Senate Chambers

I. Preliminaries

- A) Call to Order at: 11:03 AM
- B) Quorum Check:
 - _X_ Joshua Ebiner, Attorney General, Chair

Voting Members:

- _X_ Catherine Kavarianian, Senate President Pro-Tempore, Vice Chair
- _X_ Farris Hamza, President
- _X_ Carlos Gomez, Vice President
- _X_ Cameron Pastrano, CLASS Senator
- _X_ Rachel Hunter, Senator-at-Large (SIC)
- _X_ Pasindu Senaratne, Senator-at-Large (IHC)

Advisors:

- _X_ Dr. Liz Roosa Millar, ASI Executive Director **Excused Tardy**
- _X_ Jami Grosser, Senior Coordinator, Office of Student Life and Cultural Centers

Liaison:

- _X_ Kellie Pinedo, Treasurer

- C) Approval of Minutes
 - 1) Josh approved the November 17, 2017 and December 1, 2017 meeting minutes as chair, motion passed.
- D) Agenda Changes
 - 1) Josh recommended moving Discussion Item B to Discussion Item A.
 - 2) Josh approved the changes as chair.
- E) Introduction of Guests
 - 1) Powell Velasco, ASI, Associate Executive Director
 - 2) Gustavo Callejas, ASI, Secretary of External Affairs
 - 3) Athena Garcia-Gunn, ASI, Assistant Secretary of Civic Engagement
- F) Open Forum
 - 1) There were no speakers

II. Action Items

- A) There were no items

III. Discussion Items

- A) ASI By-Laws Part II
 - 1) Josh encouraged committee members to reflect on the committees accomplishments last quarter. He requested committee members input on how to move forward with the topics removed from the previous By-laws and for suggestions on ways of improving the latest version of the By-Laws.
 - 2) Farris shared that he would like to better define the duties of each Student Leader. He added that he is interested in defining are all positions in Senate, Cabinet, and E-Boards.
 - 3) Cameron noted that the discussion of reevaluating the Assistant Secretary of Civic Engagement position was never finalized.
 - 4) The committee discussed the use of the word “member” throughout the By-Laws and whether another word would be better suited.

B) Winter Quarter Goal Setting

- 1) Josh shared a document listing the 15 items removed from the previous By-Laws that need to be translated into policy documents or added to existing ASI policy documents. He recommended the committee create three working groups, each assigned to different items. He added that he will participate in of all of the working groups.
- 2) Farris recommended R&P address the BEAT Committee Code and Interhall Committee Code this quarter.
- 3) Josh asked the committee to prioritize the 15 items identified.
 - a) The committee discussed creating an ASI Handbook to organize all of the policy information.
 - i. Carlos shared that an ASI Handbook would be beneficial because the process of changing any policies would be less formal than the By-Laws which take a year of review to change.
 - ii. Josh recommended creating a Code, instead of a Handbook, for formality reasons.
 - iii. Farris expressed interest in having a Code for Cabinet and Senate, similar to the Codes of each committee.
 - iv. Josh shared that Student Leader position descriptions could be included in these codes.
- 4) Carlos suggested adding the former Article VII - Oath of Office to student leader on-boarding documents.
- 5) Rachel asked for the committee to discuss the need to create a policy document for former Article II - ASI Seals and Colors.
 - a) Liz suggested adding this information to existing MDPB branding documents.
- 6) Josh noted former Article III - ASI Honorary Lifetime Membership and asked the committee to think about where to include this policy information.
 - a) Liz recommended adding this policy to the ASI Employee Manual.
- 7) Josh asked the committee if they would like to see specific details for each position in the Senate and Cabinet Codes or in each of the Committee Codes.
 - a) Carlos shared that specific job description should be separate and treated like a position description. He added that the Senate and Cabinet codes should just include the rules and policies that apply to the particular body.
- 8) Carlos recommended assigning a lead to each of the 15 identified items instead of creating working groups. He added that other committee members could volunteer to assist leads with specific items.
- 9) Farris asked if the conversation around creating and changing positions should be addressed in R&P or if the committee should only be responsible for making recommendations to Senate.
 - a) Josh shared the different options for the committee to address the following item. He shared that the committee could vote on the positions in R&P or the committee create a draft bid to provide to Senate. He added that voting on the position in R&P would elongate the process.

- 10) Josh thanked the committee for prioritizing the items. He recommended that since the meeting has time remaining the committee should begin working on the first item, Line of Succession.
- a) Farris shared Article VI – Vacancies, Section III – Line of Succession.
 - b) Carlos added that the Sections as they stand contradict themselves for how the line of succession works.
 - c) Catherine noted that if Cabinet and Senate are allowed to run for election of President and Vice President, this does not include the Elections Chair.
 - d) Cameron recommended Senate be the body to select the acting ASI President because Senate are members of ASI who are elected and not appointed. He added that Senate is the body that approved Cabinet.
 - e) Carlos asked for clarification on the difference between acting, as it is stated in the By-Laws versus interim.
 - i. Pasindu added that interim is filling the position until a certain person is filled and acting is a person who is installed.
 - ii. Catherine shared the dictionary definition of the acting and interim.
 - f) Farris shared that the document does not need to include a detailed line of succession of every position, but the document should include that an election within ASI Membership should take place at the succeeding senate meeting.
 - i. Carlos recommended the article state, “In the event of simultaneous vacancies in the office of the ASI President and ASI Vice President, a special meeting or special election of the Senate will be called to elect a new President and Vice President from a member of the ASI with majority ratification of the Senate.”
 - ii. Catherine shared the definition of special election.
 - iii. Carlos added that he would like to see ranking of Executive Committee removed from all other sections of the By-Laws except the line of succession.
 - iv. Farris recommended that the only line of succession outlined in the By-Laws should include President and Vice-President.
 - g) Cameron expressed concern with Cabinet having the power to vote in succeeding President and Vice President.
 - i. Pasindu added that Cabinet is a reflection of the President and Vice Presidents views and these particular views were voted into office. He added that the succeeding Administration would reflect similar views of the former President.
 - ii. Jami added that there was intentionality behind Cabinet as the power to vote in the succeeding President and Vice President. Cabinet is listed as a balancing power because the process could move quicker than Senate.
 - iii. Liz added that the By-Laws read if President and Vice President are absent, the line of succession proceeds. If there are no willing bodies, a special election would take place.

- iv. Farris expressed interest in removing the “or” statement because all Executive Positions should accept the possibility of the responsibility when stepping into office.
 - v. Josh suggested the By-Laws include line of succession for President and then include protocol for vacancy of Vice President.
 - vi. Catherine added that there should be detail of succession in the event of an empty President and Vice President Position.
 - vii. Josh added that the By-Laws can then outline the process of succession in the case of the President position not filled. He added that the power would then go to Cabinet to elect for the position. He addressed the need to define special election in the By-Laws. He asked the committee if this special election would take place in Cabinet and not involve the student population.
 - viii. Jami added that it’s possible for Cabinet to select someone who does not intend to see out the rest of the term of office. She added that she would advise the committee not to remove the option of allowing students to vote.
 - ix. Catherine added that the special election could include a process of Cabinet making a recommendation to Senate. She continued that Senate would then vote on the election.
 - x. Carlos added that if the Executive Committee does not wish to take on the position, one could step in as interim and a special election including the entire student body could take place.
 - xi. Josh added that since there are no oppositions with this, he will move forward with adding the language to the document.
- 11) Josh addressed the next priority established, Secretary of Civic Engagement. He requested for input on this topic from the committee and their guests.
- a) Gustavo recommended that the committees should have the power to modify their own codes. He added that changing this position is a modification to the Governmental Affairs Committee Code. He continued that since the committee code is new this year, he was asked to provide recommendations by spring 2018.
 - b) Athena suggested that the position become an Officer position because a committee dedicated to this position would not make sense. She continued that state mandate requires someone lead voter registration on campus. She added that the position does belong under Governmental Affairs but it does not belong under an Assistant capacity.
 - c) Josh thanked Athena for her input and added that this conversation should be tabled until Spring Quarter.
 - d) Kellie added that before any changes are made she would need to speak with Financial Services to learn the process of how position changes are formulated within the budget. She continued that the conversation could not take place until after March.
 - e) Josh added that it may be best to table the conversation until next year, after the position has had a few year cycle.

IV. Information Items

- A) There were no items

V. Adjournment

- A) Next Rules and Policies Committee Meeting: Friday, January 19, 2018 at 11:00-1:00pm, BSC 1st Floor, Senate Chambers
- B) Meeting was adjourned at 12:48 PM