

**Executive Committee Minutes 15-11**

May 6<sup>th</sup>, 2016 at 12:00 pm – 1:00 pm

USU 3700

Agenda Posted: May 3<sup>rd</sup>, 2016 at 11:00 am

ASI Executive Committee 2015-2016

Tiffany Boyd  
President & CEO

Bianca Garcia  
Executive Vice President

Jamaela Johnson  
VP of Student & University Affairs

Samuel Ramtin  
Chair and Chief of Staff

Advisors  
Dan Cornthwaite  
Interim Executive Director

Deb Fritsvold  
Manager of Operations

Ashley Fennell  
Government Affairs Coordinator

ITEM	SUBJECT	PRESENTER
01	<b>Call to Order</b> <i>Tiffany called the meeting to order at 12:09.</i>	Tiffany Boyd ASI President
02	<b>Roll Call</b> <i>Tiffany, Bianca, Jamaela, Dan, Deb.</i> <i>Absent: Ashley</i>	Tiffany Boyd ASI President
03	<b>Recognition of Guests</b> <i>None</i>	Tiffany Boyd ASI President
04 <b>Action</b>	<b>Approval of Agenda</b> <i>Motion to approve agenda.</i> <i>Jamaela: 1<sup>st</sup></i> <i>Bianca: 2<sup>nd</sup></i> <i>Motion passes</i>	Tiffany Boyd ASI President
05 <b>Action</b>	<b>Approval of Minutes</b> <i>Tiffany edited the January 11<sup>th</sup> minutes.</i> <i>Motion to approve the minutes of January 11 with changes.</i> <i>Bianca: 1<sup>st</sup></i> <i>Jamaela: 2<sup>nd</sup></i> <i>Motion passes.</i>	Tiffany Boyd ASI President
06 <b>Action</b>	<b>Approval of Minutes</b> <i>Motion to approve the minutes of April 1<sup>st</sup>.</i> <i>Jamaela: 1<sup>st</sup></i> <i>Bianca: 2<sup>nd</sup></i> <i>Motion passes.</i>	Tiffany Boyd ASI President
07 <b>Information</b>	<b>Open Forum</b> <i>None</i>	Tiffany Boyd ASI President
08 <b>Action</b>	<b>Appointment of ASI Legal Counsel</b> <b>Description:</b> In accordance with the requirements of the Education Code, Section 89903(b), recommend the appointment of Allen Thomas, Thomas Law Firm as ASI Legal Counsel <b>Fiscal Impact:</b> TBD <i>Dan pointed out changes to the original contract which included adding the phrase, "to review" and page numbering. Jamaela asked what would happen if the Executive Director doesn't want to call the attorney? Dan responded that the Board of Directors can decide and over-ride the Executive Directors decision.</i> <i>Motion to approve Thomas Law Firm as ASI Legal Counsel.</i> <i>Bianca: 1<sup>st</sup></i> <i>Jamaela: 2<sup>nd</sup></i> <i>Motion carries.</i>	Dan Cornthwaite Interim Executive Director
09 <b>Action</b>	<b>Executive Director Annual Performance Policy</b> <b>Description:</b> Policy statement outlining the process and procedures associated with the annual performance review of the Executive Director. <b>Fiscal Impact:</b> No <i>Dan mentioned that there are two aspects of incorporating an annual review of the Executive Director. First at Internal Operations the establishment of a personnel committee. Second is the scope and related processes of the personnel committee. Voting members of the committee will be the four Executives, a CSUSM Student Affairs representative appointed by the Vice President and a UARSC Human Resources representative appointed by the</i>	Dan Cornthwaite Interim Executive Director