

FINALIZED: 10/17/17



AGENDA
UNDERGRADUATE STUDENTS ASSOCIATION COUNCIL
Kerckhoff 417
October 10th, 2017
7:00PM

PRESENT: Arielle Mokhtarzadeh, Vivy Li, Chloe Pan, Nicole Diaz, Kayla He, Justin Jackson, Adriana Hardwicke, Malik Flournoy-Hooker, Zahra Hajee, Aaron Boudaie, Christina Lee, Roy Champawat, Jessica Alexander, James Aboagye, Debra Geller

ABSENT: Rob Kadota, Divya Sharma, Nedda Saidian, Sayron Stokes,
Stokes' substitute: Tehrani

I. Call to Order Mokhtarzadeh

A. Signing of the Attendance Sheet

Mo calls the meeting to order at 7:02PM.

The attendance sheet is passed around.

II. Approval of the Agenda

Mokhtarzadeh: Table approval of the minutes from 10/3 and 9/19 for next meeting.

Boudaie: Add a USAC meeting end time discussion to New Business.

Mokhtarzadeh: Add discussion item regarding public comment.

Hajee: adds discussion about OSAC.

Jackson moves to approve the agenda as amended, Pan seconds.

10-0-0 motion is passed and agenda is approved.

III. Approval of the Minutes from

October 03, 2017*

- Tabled for next week.

IV. Public Comments

Begins at 7:06PM

AUDIO ONLY

None

AUDIO & VIDEO

None

Public comment concludes at 7:07PM.

V. Special Presentations

Guy Adams from ASUCLA- Custom Prints

Thank you council for letting me come today.

I wanted to call your attention to the bruin custom print shop

We opened in January, in Ackerman A Level, across from Bruin Buzz and Taco Bell

We opened because there was discussion it can be a challenge for students who may want to create t shirts. There are 2 things that everyone should be aware of. If they're going to have something made, anything that has the words UCLA, Bruins, UCLA's icons, anything evocative of the university, etc, that imagery must be approved and it must be printed using a licensed vendor.

One of the most important asset of this university is its icons. These are items worthy of protection.

The vendors we use have agreed to operate under a certain code of conduct and have agreed to inspection so we need to make sure everything is happening aboveboard.

Small orders- print in-house.

Single shirt, single side printing: \$21

\$9 for 49 shirts

\$23: single shirt double side

\$12: 49 shirts double side

We also do hats, lanyards, etc

We also offer poster printing.

Turnaround is usually same day if the order comes in before 10AM.

Pricing:

\$2.50/sqft: Standard paper print

\$6/sqft: Tiveck paper print

\$7.50/sqft: vinyl paper print

We have stations in the shop where you can come and design your own posters.

We have designers.

We also do regular printing.

I hope you've seen the bruin print stations around campus

We added 3 more today, totaling to 20.

We also do binding, etc.

QUESTIONS

DIAZ:

So we can go tomorrow to place an order. Would you say that it would be relatively cheaper compared to outside companies.

Adams: The prices are comparable. I am hopeful that the time you would save having to source other places would save your time.

ROY:

Are you able to take purchase orders from student government accounts?

Adams: Absolutely!

VI. Appointments

Boudaie

Shadi Hanukai for Parking Advocacy Task Force#

Approved due to no opposition.

Gabriel Ortiz for Parking Advocacy Task Force#

Approved due to no opposition.

Hajee

Namita Raghavan for Committee on Disability#

Approved due to no opposition.

Lily Shaw for Committee on Disability#

Approved due to no opposition.

Alicia Kwan for Campus Sustainability Committee#

Approved due to no opposition.

Celia Cody-Carresse for Campus Sustainability Committee#

Approved due to no opposition.

Leo Albea, for John Wooden Center BOG#

Approved due to no opposition.

Hayley Thompson for John Wooden Center BOG#

Approved due to no opposition.

Benjamin Slattery for John Wooden Center BOG#

Approved due to no opposition.

Emiliano Gomez for SAC BOG#

Approved due to no opposition.

VII. Officer and Member Reports

A. President

Mokhtarzadeh

- Police Chief's Advisory Council
 - Overview of UCPD Investigations
 - Organizational Chart Overview
 - Community Outreach and Engagement
 - Coffee with a Cop
 - Active Shooter Training opportunities for students and faculty. Academic Senate representative mentioned she has seen a great uptick in the number of faculty who are receiving training.
 - Pink Patch Project for Breast Cancer Awareness
- BruinCard Preferred Name Update: Next meeting to check in and assess progress is next week
- Meeting with Andrew Thomas from the Westwood Village Improvement Association
 - Discussed opportunities for collaboration & opportunities to bring students into the Village.
- Quarterly Meeting with Vice Chancellor Monroe Gorden
 - Update on Group Conduct Code
 - Ask for greater student engagement in development
 - Discussion of consequences of policy changes (DACA, Title IX, gun control)
 - Need for greater assessment of basic needs --- especially in light of increased enrollment
 - Dialoguing across areas of differences
- Enrollment Planning Meeting
 - Update regarding incoming class
 - Discussion of enrollment projections for the next year
 - I explained that the committee must brainstorm how to better assess resources and which have been depleted and are in need of being replenished in light of increased enrollment
- USA & GSA Westwood Coalition
 - If interested in getting involved, email us at usapres@asucla.ucla.edu

B. Internal Vice President

Li

We just updated our website.

We centralized a lot of information from different websites. Hopefully I will move everything from here to the main USAC website.

Food trucks are coming.

There's a company called Home which will bring beds to students- working on its feasibility.

T-shirt design contest: entries are due Nov 13th.

C. External Vice President

Pan

- We had our retreat this weekend where we had our updates report.

- Internship applications close in 30 mins.
- We updated the bruin funder application.
- Last Thursday: 2 bills were passed that I had been advocating for: SP 54 and SP 68.
- Arielle mentioned that tomorrow night is the Westwood Neighborhood Council meeting at the Westwood Presbyterian Church- it would be great if you could get students to come out to it.
- Every Friday throughout this quarter we will be having an event outside Kerckhoff. This week we will be spreading awareness about access to menstrual products.
- This weekend: UCSA board meeting.
 - 10:15AM on Saturday: UC Board Ship will be giving a presentation.
 - 10:45AM: Presentation on upcoming UC Budget.
- 3D campaign: I attended the campus committee on disability. They shed light on things that I was unaware of that I thought will be powerful to share with other people.
 - We will be reading some of their narratives at the Westwood council meeting tomorrow night.

E. Student Wellness Commissioner

Lee

- Still recruiting- please spread the word.
- Beach cleanup next Saturday- let me know if you're interested.
- Active Minds: First meeting is on Oct 17th.
- We will begin planning for world aids day, which is on Dec 1.
- BCC is holding a know your rights open panel this friday.
 - 3-5PM Ackerman 2412
- I heard that the Hill hired a clinical psychologist- great news because earlier the RAs were mostly incharge of the students' mental health.
- I also heard that there will be a training for students who want to support international students. Its called ISSP. I'm not sure of the full form and of more details.

HE:

- ISSP: CAPS will introduce it in detail tomorrow.

F. Facilities Commissioner

Hajee

- **Escape room- next week.**
- Townhall with the dance community:
 - Right now we are collecting data about current practice conditions and a series of changes recommended by dance leaders.
- Also collecting data for the new policy about designated spots for Uber and Lyft.
 - It seems that certain aspects of the policy have not been created.
 - All access after 6PM is not working for all students.
 - We will be working with the parking advocacy task force to organize a survey and then taking it to UCLA transport
- BruinSafe: app that lets you receive similar alerts to bruin alert.
 - You can also get info on active shooter preparedness, earthquake specific
 - All this info is very ucla specific.
- In regards to OSAC, the lack of an OSAC appointment this year has been somewhat difficult.

G. Financial Supports Commissioner

Boudaie

- We had our first all-staff meeting on Thursday.
- We have reached an agreement with Transportation and Parking Services for mandated quarterly meetings with the Parking Advocacy Task Force – starting in November (next month). My chief of staff, Emma, met with chief of parking services over the summer to figure this out.
 - I highly recommend to Zahra and Sayron that we get those appointments in ASAP so that they are ready to go for this first meeting.
- We are looking for ways to expand the iClicker loaner library for next quarter.
 - because it runs out almost immediately (approx. 325 right now).
- Fellowship interviews are happening this week: This quarter will be educational, next quarter they will be assigned to committees based on their passions.

H.Gen Rep 2

He

- Our internship app closed yesterday. This week we will reviewing and interviewing.
- General staff application deadline has been extended to this Saturday.
- We had our staff meeting this week.
- I had a meeting with GSA IVP today and talked about creating an international career fair.
 - GSA IVP has a mentorship program that already has 200 mentor-mentee pairs so we want to expand that to undergraduates.
- CAPS open house tomorrow.

J. Administrative Representatives

Aboagye, Alexander, Champawat, Geller, Kadota

GELLER:

- I want to reinforce that everyone is setup for dual authentication. Think about whether and how it will impact you.
- I understand there are some help hours being provided for anyone who wants it.

ABOAGYE:

- None

ALEXANDER

- Oct 20th: please submit your new staff hire paperwork by that deadline.
- Another reminded about direct deposit. You need to be in the system by Oct 31st.

CHAMPAWAT:

- Clarification: UCLA is not moving forward on UC Path at this time, but asucla is. You are ASUCLA so that shouldn't get confusing.
- I wanted to appreciate Kiran Mistry and the Development Office who got \$33,000 in support for Bruin Bash. They helped support other events too.

VIII. Contingency Fund Allocations*

Malshe

- \$6364.28 requested
- \$3337.00 allotted
- Pan moves to approve the contingency fund allocation of \$3337.00, Flournoy-Hooker seconds.
- 10-0-0 vote contingency fund allocation is approved.

IX. Student Wellness Programming Fund#

Lee

- Alpha Sorority- not approved due to our guidelines
- **\$749.37 for?? Can't hear it in USAC Live or my recording.**
- ASU: program did not meet guidelines.
- Approved due to no objection.

X. Old Business

A. USAC Live

LI:

Li

- We should just talk about it and have a discussion
- As of now all usac live videos are public on Youtube.
- Hajee: So to clarify, we have to make a decision about the past as well as the future?
- Mokhtarzadeh: Yes that's one way to look at it.
- Roy: I feel like prior councils are on record for what happens with their records so your decisions pertain to your records, not the prior records.
- Mokhtarzadeh: Are we choosing to archive our USAC live streams publicly or privately moving forward?
 - I reached out to Livestream them and there is a way to embed the video into a website and even password protect it.
 - We negotiated a discount for 50%
 - I've sent 8 different emails to MyUcla IT so far, no response.
 - This idea allows for us to uphold accountability to our students without putting students to the risk of problems they've experienced in the past.
- Tehrani (Substituting for TSR): I feel like we should keep them public on Youtube.
- Pan: I am personally okay with keeping them public as long as there's a way to password protect it via myucla.
- Mokhtarzadeh: it originally costs \$10,000 annually but we negotiated to \$4800 for the year.
 - Can we have a show of hands for people who are interested in password protecting the videos through myUCLA?
- Roy: From my seat of being here for a couple of years, people make mistakes. Someone here is going to make a mistake. You want transparency to your students and to your media. But you add an extra dimension of exposure of errors that can damage your life. You don't need to do that. When you are making this available to the entire community and to the campus media, I feel like an extra level of safety for you to grow into finding your leadership voice and refining is something that you should consider. I have seen some of the damage that gets done and I feel it can be unfair.
- Hajee: my point is that I feel like people will be dissuaded from making public comment.
- Mokhtarzadeh: I will look into what roy has said and look into what the further costs of this are and then present to you guys comprehensively.

XI. New Business

A. Office Cards

Flournoy-Hooker

- Is it possible to get a debit card to use for our offices?
 - Roy: There are both advantages and disadvantages to this. You are covered for everything because you are part of ASUCLA. But for accounting, sometimes we need to have all the information. We need to summarize the regularities of the association.
 - The main thing is that it's important that your office does not have separate bank accounts. That lets us keep all the formal paperwork, taxes, IRS, etc. out of your hair.

B. Arts Restoring Fund Guideline Update

Flournoy-Hooker

- Mokhtarzadeh: If the guideline language has already been shared, can we have a member of the Cultural Affairs Commission speak to the table rather than having the Cultural Affairs Commissioner speak himself?
- Geller: Yes.
- BRIAN, Member of the Cultural Affairs Commission:
 - These funds help support cultural events on campus.
 - The cap for it last year was \$5000, but we realized it was too much.
 - So \$2500 for this year seems a lot better so that all the groups find money and are also careful about budgeting and aren't over-budgeting..
 - We made a clarification that if orgs have multiple subsidiary orgs, they have certain guidelines.
 - We got rid of the operational costs part.
 - We don't fund retreats.
 - We don't fund tshirts. But we do fund costumes.
 - We clarified that emails should be sent to/from active accounts.
 - Clarifications on hearings: Instructions and tips on how to better apply/prepare for the hearings.
- Pan moves to approve the Arts Restoring Community Fund, Boudaie seconds.

DISCUSSION

- DIAZ: what was the change for the tshirts?
 - It just said that if someone wants staff tshirts, we don't want to be funding those. But an exception would be costumes for a performance or event, etc.
 - 10-0-0 vote the Arts Restoring Community Fund is approved

C. Boudaie: Discussion on deciding an end time for meetings.

- Mo: Would you like to wait till we have organized and understood Robert's rules and possibly implemented them?
- Boudaie: Yeah, we will wait.

D. Discussion regarding public comment at USAC Council meetings

- Mokhtarzadeh:
 - Article 6, sec A, 2.1
 - It basically means that only undergraduates get to make public comment at our meetings.
 - I want to allow for discussion right now, we don't need to make a decision. But I would like to propose an action item later on if we do reach a conclusion next week or the week after.
- Geller:
 - It's really the fact that you exist to serve your constituents, you don't exist to serve the interests of the people who are not UCLA undergraduate.
- MOKHTARZADEH:
 - I want to be clear that any member of the community can be asked to be put on the agenda to make a presentation.
- PAN:
 - I think UG students should take priority but if anyone else wants to, they should be able to.
 - The community member should be able to speak afterwards.
- FLOURNOY-HOOKER:
 - I think other community members should get the opportunity to speak. Perhaps as second priority.
- HEE:
 - There are times when undergrad and grad issues overlap.
- GELLER:

- You ultimately need to enforce the current policy or to change it. You have a range of options. You could also limit it to UCLA students, or to BruinCard holders.
- MOKHTARZADEH: We could also interpret it as ASUCLA as a whole. So we could make that explicit clarification moving forward. We could have speaker cards to verify their identity and membership to the UCLA community. We can also make special cards for their emails so that we can follow up with them personally.
- HAJEE:
 - To make sure students are not deterred from making public comment, we could have an option for something that is neither audio nor video.
- GELLER:
 - This is something I would personally endorse.
- JESSICA:
 - I think it's already in your USC guideline that anyone can request to have livestream completely stopped. We could put a sign on the door about that.
- Note: Here, the discussion ended for the time being until further review of possibilities could be conducted.

E. Hajee: Discussion on OSAC appointment

- This is something that me, Arielle and the previous OSAC chair have been discussing
- We want to make this a 2 year appointment.
- We have also been looking over the application to ensure it's adequate utilization.
- I also wanted to make this appointment a Facilities Commission appointment.
- MOKHTARZADEH:
 - We are completely in agreement about the 2 year appointment.
 - We have made it very clear that office space is not for storage.
 - I do not support moving the OSAC appointment Facilities Commission.
 - I don't see any direct benefit to moving it.
 - We are currently looking for our next OSAC appointment.
- PAN to HAJEE:
 - Why do you feel like the appointment should be moved to your office?
 - HAJEE: The fact that Facilities Commissioner is supposed to work with OSAC. There have been a lot of issues with students not knowing where to go to access information or help. I've been trying to fill in the void, but I want to make it easier for the Facilities Commissioners in the coming years.
- DIAZ to MOKHTARZADEH:
 - What do you see as the benefit of having this with the President's office?
 - MOKHTARZADEH: The bylaws say that OSAC doesn't directly report to Facilities.
 - I appreciate you saying that you're filling in gaps but I've been filling gaps myself.
 - I think we are getting into tricky territory of changing jurisdiction of offices and I don't appreciate that.
- JACKSON to HAJEE:
 - The little papers have been put up by your office?
 - HAJEE: Yes.. we are trying to get students who were meant to move out in spring 17 to empty out the spaces so that the new organizations can move in.
- MOKHTARZADEH:
 - So allowing for this to be a two year appointment would take care of those things.
 - I can't speak of past Presidents who may not have empowered the OSAC as much but I will be changing that.
- HAJEE:

- The President's Office has over 50 appointments, Facilities Commission has 7 and so we would be able to devote more time and energy to finding and filtering the right match.
- This move is for years down the line, it's not for me.
- MOKHTARZADEH:
 - Your point is well taken.
 - Each of our offices has a certain charge and appointments are an important charge of the President's office.
 - Right now we are having a conflict where the statement of understanding with campus entities and partners is in direct contradiction to our USAC bylaws. This means that changes that were made were not updated to the campus entities. I will ensure that that job is done better this year. If you want to continue the discussion away from the council table, I am happy to do that just so we can respect everyone else's time.
- DIAZ:
 - Hypothetically could we propose a bylaw change to shift appointment from one office to another?
 - MOKHTARZADEH: Yes.
- JACKSON:
 - So the point on the table is that OSAC is doing its job well and the way to correct that would be to make it a 2 year appointment, correct?
 - Mokhtarzadeh: Yes, it would allow the OSAC chair to develop better relationships and be more consistent.
- HAJEE:
 - Reads from the bylaws.
 - So I feel like a lot of things slip through the cracks and in order to seal those, I wanted to move the appointment.

XII. Announcements

- Jackson:
 - we just closed our internship app and we have some great people. We will be reaching out to internship and fellowship directors.
 - Our gen staff app will be open till oct 20th.
- Diaz:
 - My office was a little different because we wanted to have applications on a rolling basis. I understand the value of deadlines but people drop throughout the year so you should consider the benefit of rolling internships and fellowships. Staff appointments can of course be different.
- Pan:
 - wanted to acknowledge that Monday was the first Indigenous People Celebration Day for LA.
- Geller:
 - I want to share a policy update. The Office of the President made a change to what we as a university consider public about students. Like current and permanent address of the students. We have made such information private and inaccessible through public records. It is no longer something we will publish even on request. Moving forward, please know we are adding one more level of privacy protection for our students.
- Mokhtarzadeh: I wanted to encourage us all to think of those who've lost their life and property in the wildfires in California.

XIII. Signing of the Attendance Sheet

- The Attendance sheet is passed around.

IX. Adjournment

Pan moves to adjourn the meeting, Flournoy-Hooker seconds.
By a 10-0-0 vote, the meeting is adjourned at 8:36 PM.

XV. Good and Welfare

Item

* Indicates Action Item

Indicates Consent

@Indicates Executive Session Item