AGENDA
UNDERGRADUATE STUDENTS ASSOCIATION COUNCIL
October 13, 2020
7 PM
Zoom: https://ucla.zoom.us/s/97123303841

I.   Call to Order   Riley
- Naomi calls the meeting to order at 7:04pm

A.   Signing of the Attendance Sheet
- Signed sheet via Google Docs

II. Approval of Agenda*   Luong
- Strike A Resolution in Solidarity with the Armenian Students Association *____
- Strike BAG
- Move up BAG Guidelines before special presentations
- Strike Capital Contingency
- Strike ARCF allocations
- Add Gen Rep 1 officer report
- Add special presentation for USAC Seat at the Table Initiative
- Strike ASRF
- Strike TGMF
- Strike SFS

- Breeze motions to approve agenda as amended, Promise seconds
- By motion of 14-0-0 the motion passes, agenda approved as amended

III. Approval of the minutes*   Luong
10/6/2020
- Promise motions to approve 10/6/2020 minutes, Alice seconds
- By motion of 13-0-01 motion passes, 10/6/2020 minutes are approved

IV. Public Comment   Riley
Arsh: Hi, thank you for having me everyone. Very good evening to you council members, administrative representatives and members of the public. My name is Arsh and I serve as one of the 2020-2021 undergraduate appointments on the ASUCLA Board of Directors. Today I'm excited to share some new projects and latest developments that we are working on. There's quite a few but I'll try to make it quick. In collaboration with the UCLA leadership and Ashe Center, the Ackerman Grand Ballroom was used as a Covid-19 testing site for students, faculty, and staff and that was a good success. Additionally, ASUCLA event services team has been working with campus leadership, county and state legislatures to host the 2020 elections voting center in AGB. Voting will be open for five days and the space will also be utilized for training pole workers. UCLA was approved to be one of the nine drive by and walk up ballot drop boxes in LA located at the Luskin turnaround. Some discussions about having a potential E-gaming location facilities in ASUCLA are underway and we are in the middle of trying to find appropriate locations and structures to provide such facilities for the student body. The Westcom loan program is in full swing by which UCLA students, faculty, staff, and alumni can purchase computers, software, and accessories at 0% interest. We will also be partnering with Starship Robotic Delivery Service to provide a robotic delivery service for designated on campus restaurants. The Hilltop store and Health and Sciences store will be open from 9am-4pm everyday. Each year, an independent entity conducts a financial audit for the four entities of ASUCLA including the undergraduate student's association, the graduate student's association, communications board, and services and enterprise. For this year, KPG has already begun their auditing process with us. Additionally, I'm happy to share that as part of the Bruin Guardian Scholarship Program, we have prepared large gift baskets which will be given to 88 incoming students from the foster program. Other key initiatives that are currently being worked on include the Black Resource Center, medication space, collaboration with athletics, impacted student worker task team, and development. As an organization, we look forward to serving incoming and returning Bruins for fall 2020 and beyond by

providing them with the same quality and services. Thank you so much for having me today and I hope everyone has a great week ahead.
- Public comment concluded at 7:12pm

~~Capital Contingency*~~ ~~Minasyan~~

Contingency Programming*   Minasyan
Total Requested: $670.91
Total Recommended: $625.07
Non-USAC entities
- Emily motions to approve $625.07, Promise seconds
- By motion of 14-0-0 the motion passes, contingency programming fund allocation approved

~~SFS Allocations#~~ ~~Wisner~~

SWC Programming Fund Allocations#   Read
Total Requested: $500.30
Total Recommended: $108.30
- No opposition, SWC Programming Fund allocation passes by consent

~~Bruin Advocacy Grant Allocations#~~ ~~Arasasingham~~
~~ASRF Allocations#~~ ~~Velazquez~~
~~AAC Travel Mini-Grant Allocations#~~ ~~Velazquez~~
~~ARCF Allocations#~~ ~~Ogunleye~~

TGIF   Cooper
- Please tell all student orgs that applications are due Friday for $1,000-$10,000 requests

SFS Guidelines#   Wisner
- Tabled

Bruin Advocacy Grant Presentation and Guidelines#   Arasasingham
BAG in Previous Years
1. Advocacy centered around lobbying
2. Funds handled by BAG Board
3. Difficult application

Goals for BAG in 2020-2021
1. Expand the BAG definition of "*advocacy*"
2. Uphold the openness and accessibility of funds and advocacy resources
3. Increase accountability to UCLA's marginalized communities
4. Be transparent with funds

Expand Definition of "Advocacy"
What the grant funds:

1. Hosting a conference at UCLA/in LA area
2. Attending a conference
3. Hosting a protest/organized movement/action
4. Attending a protest/organized movement/action
5. Lobbying
6. Program Supplies
7. Other advocacy related supplies

Accessibility of Funds and Advocacy Resources
1. Section allowing for applicants to request funding for items outside of those listed in the guidelines, to be handled on a case by case basis

  2. Section for applicants to indicate if they would like to access further advocacy related resources through the EVP office

<u>Increasing Accountability</u>
  1. Formation of the Bruin Advocacy Grant Committee
    a. Director of Campus Partnerships in the EVP Office
    b. Two elected representatives from the MO Coalition
    c. Two elected representatives from registered advocacy groups on campus

<u>Transparency of Funds</u>
  1. Allocations are publicly released through the SGA Budget Report
  2. Submit reports to council during each cycle

<u>Bruin Advocacy Grant 2020-2021</u>
  1. Expand the BAG definition of "*advocacy*"
  2. Uphold the openness and accessibility of funds and advocacy resources
  3. Increase accountability to UCLA's marginalized communities
  4. Be transparent with funds

  - No opposition, Bruin Advocacy Grant Guidelines pass by consent

V. Special Presentations

<u>New York Times</u>   Riley

Todd Halvorson: Hi everyone. It's a challenging year for Bruins and all students, so my heart goes out to you. As Naomi said, I'm with the New York Times. My role at the New York Times is to help connect students to get access to New York Times on an institutional scale without the need of an individual subscription and get beyond our paywall meter. We've been working with student governments as this resonates, especially now where everyone in the news industry has to have meters up to sustain their journalism. We have 38 bureaus throughout the world and 1,800 journalists. If you're not familiar with the New York Times our mission is to seek the truth, hold those in power accountable, and help people understand the world. So that meter really is the only way that we're able to sustain our journalism. But we found out that that's really alienating students that are in college with limited funds so we started working with ways that we could work through that and partner with student governments that have parallel missions and goals. I just wanted to touch base on that, I know there's a dozen or so of you that have had access to the New York Times so I won't spend too much time going over the vast content, but you know there's everything in there that touches everyone's lives and improves our world as well. So it's not all just bad stuff there's a lot of good stuff that our coverage and advice for health and wellness right now, our coverage of diversity and inclusion issues and staying on top of that and again holding those in power accountable. Hopefully you've had some opportunity to go through and see all the vast resources you know you probably have noticed our University Covid-19 tracker, our coverage is being regurgitated all over the media landscape but without unlimited access you really can't utilize these resources. So I'd like to talk about possibly partnering with USAC to bring this program to Bruins. We started out this year with two pilot programs within the UC system that are going amazingly well, matter of fact I don't know if anyone's been there with our 1619 project that Nicole Hannah-Jones put together, I see a few of you are, I've literally had follow her an internal conference last week after her presentation on the internal work that she did on hers and I shared one of these partnerships within the UC system. So you know with UCLA we have a built-in audience. UCLA ranked fifteenth of the student subscribers that we can track. So anyone that takes the subscription with their @ucla.edu email address, we know that they're a subscriber. So we have a huge built-in audience but what we've learned with our other partnerships is it also provides the opportunity for students that are familiar with our meter that have to find ways around it or possibly get that situation like "I only have one article left this month, is this one click worthy" to get away around that so you don't have to worry about that you have the full experience that a subscriber would have, the same features and functionality all those resources, the app, the podcast, all those vast resources but you don't have to worry about articles. One of the things I wanted to share with you is an example of one of our, so this is with another student government that we started this year. Very similar student body with UCLA, but this is the information I shared after Nicole Hannah-Smith. This program just started in January, we partnered with the student government to open up access and within 40 weeks we had 13,421 students that are utilizing that resource, so right at about 32.4% of the student body populations. So they didn't just click on this opportunity like

"hey I wanted to take advantage of this", they're actually using it. So year to date sessions, almost 2.2 million sessions. Page views, 4.4 and this is what's really really inspiring. Almost 1.2 articles read. They're very engaged and utilizing these resources to help out in all aspects of their lives in and out of the classroom. So far that averages out to about 90.5 articles for students so I just wanted to share that you know, as we develop as we had an assumption that this would be something that would resonate with students and this really clarified that. Now if I took the same amount of students that have activated, you're talking about an ROI value to our student government partners of almost $700,000 already this year. That's what those students would have collectively spent to get this type of access to our resources. This program we know we're going to lose a lot of revenue on this, we understand that hopefully students will be like myself when I was introduced to the New York Times in college and go on to subscribe in the future. But for now especially where we are in the world all these challenging trying times that we're going through and all the hurdles that students need to jump through, we want to make sure we're doing our part to find ways around this. So we forgo a tremendous amount of revenue to provide this program. Again, what it is is the full access to the New York Times. It's very easy for students to activate, it's very easy to implement. I talked about our coverage of the world, we have 21 domestic bureaus, two of those are in California, one in LA one up in the Bay Area. We have the special section California Today so we cover California like no other. Matter of fact we have UC graduate journalism students contribute to California Today so we have UC students that are actually gathering and producing information for us. To get access to it as it's really easy matter fact we have a program with the UC Law School library that's kind of similar to this, so that's as easy as it is. It's a website access nytimes.com and you go in there and you put in UCLA and it'll give you the selection, you click on it, you create an account and you have the New York Times access all the way through December 31st of your graduation year. So it's very simple as you can see from that slide presentation, I wanted to be a transparent that we do track this when we do give you the results of your program and I can run those reports at any time and by demand so we know that there is a lot of alignment what we're doing to the student needs and we want to showcase that. So you know again, a quick overview of the program, we really want to find out does this align with what your goals and initiatives this year, our ask is pretty simple. We're going to forego nearly $100,000 in known revenue at UCLA to provide the service to undergraduates. Our ask is to help us offset those losses by a sponsorship that is less than a dollar per student per year and that's our only ask and then there's resources and other things that we bring to the table that there's absolutely no charge for. Again we're publicly-funded, 70% of our funding comes from our subscribers, so while we want to open this up we can't totally go broke doing it if you will. So that was a quick overview. I know you have a packed schedule and I just wanted to thank you for the time and leave the remainder of time to answer your questions.

ASUCLA Communications Board   Smith/Deen
What is the Communications Board?
- A fiduciary board whose members serve as the trustees of the student publishing franchise on the UCLA campus.
- They are the publishers of The Daily Bruin, BruinLife Yearbook, UCLA Radio, and seven newsmagazines: Ha'Am, La Gente, Nommo, Pacific Ties, OutWrite, FEM, Al-Talib.

What is our mission statement?
The UCLA Communications Board shall ensure that the UCLA student media provide in a professional and responsible manner:
1. Information, entertainment, and a forum for the free expression and exchange of ideas, and
2. Instruction and practice in media for the UCLA community.

What does the Communications Board do/how does it fulfills its mission?
1. Creates financial, operational, and editorial policies
2. Chooses the editors of the media
3. Provides, through the Student Media department, training, business and production management, and editorial advising and support.

What the Communications Board does not do
1. Edit the publications or constrain them from printing any material that is within the legal and ethical guidelines set by the board
2. Micromanage the day-to-day affairs of the department or media
3. Promote the interest of some media over the overall interest of the entire organization

History of the Board
- 1922: Publications Board of student media and government members recommends EiCs, student government appoints
- 1956–1962: Daily Bruin EiCs elected by student body
- 1963: Communications Board established to oversee student publications
- 1963–1990: UCLA Radio, Nommo, La Gente, Ha'Am, Fem, Pacific Ties, Outwrite, Al-Talib established

How is the Communications Board structured?
To ensure adequate representation from the campus at large, the Communications Board structure consists of a 15-member, student majority board and includes the following:

4 undergraduate students - appointed by USAC
4 graduate students - appointed by GSA
1 faculty member - appointed by the Academic Senate
1 alumni member - appointed by the Alumni Center
1 administrative member - appointed by Student Affairs
4 professional members - appointed by the Communications Board

Outreach Plan to International Students Regarding USAC Elections   Madini/Tun

A Proactive Need to Bridge the Disconnect
1. There is a disconnect between the student body and USAC
   a. Lack of awareness → Apathy → Lack of engagement with USAC offices and elections
      i. What each USAC office does
      ii. How each of the USAC offices are funded
      iii. What resources each USAC office has for the students
      iv. The opportunities offered by USAC offices
2. The disconnect worsened by an online academic environment
   a. Different locations in California
   b. Different locations in the United States
   c. Different locations around the world
   d. A small demographic actually around the UCLA campus

Outreach Plan Outline
Fall Quarter:
- Increase engagement with USAC offices and raise awareness "What is USAC?"
Winter Quarter:
- Increase engagement with USAC elections candidacy
Spring Quarter:
- Increase engagement with USAC elections voting

Information to be Presented
- Simplified information about each USAC office
  - Presumably a short paragraph from each USAC office about what they do
- Resources
  - Resource highlights
  - Resource re-directs
  - Resource library (one that Office of the President has been working on)
  - They pay for them!
- Include opportunities to get involved if any
  - Leaderships, internships, staff applications

Fall Quarter Engagement Main Plan
Option 1: Workshop session (more static)
- Duration: 1 hour (max)
- Tentative date: Week 4 or 5
- Format: Presentation (event)
- Logistics
  - USAC offices submit their slides on collaborative google slides
  - A presenter goes though slides; each section dedicated for each office
  - Include Q&A session afterwards
- Level of coordination required: minimal
  - Offices share the information about workshops through their messaging channels

Option 2: IG takeovers (more interactive)
- ● Duration: Throughout the day or week
- ● Tentative date: Week 4 or 5
- ● Format: Social media highlight
- ● Logistics
  - ○ Eboard IG acts as the centralized place; USAC offices submit completed graphics with content
  - ○ Eboard posts the information
  - ○ All offices repost it saying "Follow Eboard for more information…"
- ● Level of coordination required: high
  - ○ Scheduling of posts and reposts should be carefully coordinated
  - ○ Offices share information about the highlight through their channels

Fall Quarter Engagement Support Plan
- ● Standalone Q&A Sessions
- ● AMA Reddit Thread
- ● IG Q&A Sessions
- ● When: after main engagement plans
- ● Who: perhaps different USAC offices at different times

Possible Incentives (food for thought)
Small Giveaways
- ● Giveaways linked with information about USAC offices (IG option)
  - ○ I.e. we pose questions about social media, and if they answer it, tag a friend, share the post, then they will be entered into a giveaway program
- ● Giveaways linked with participation in USAC workshop sessions (Workshop option)
  - ○ Students who RSVP'd are automatically entered into a raffle

Need for USAC coordination and collaboration
1. Each USAC office knows best about
   a. Its mission
   b. Itself and its hard work
   c. Its opportunities
   d. Its resources
2. Each USAC office is connected with different demographics in the student body
   a. We want many students as possible to be engaged with USAC and its work
3. Insufficient standalone outreach efforts from Eboard
   a. Elections Board does not have the outreach capacity nor human resources to spread awareness about USAC offices

International Specific Concerns
Amplified Affect on International Students
New (freshman and transfer) students:
1. Generally have never been on campus
2. Highly likely to never have visited the US
3. Harder for them to connect with campus resources (especially if in opposite time zones)

Continuing Students:
1. May not be on campus
2. In different time zones
Both more likely to lack good internet connection

Plan Formulation
Dashew Center

1. Working with the International Ambassadors - Outreach Committee
2. A plan that includes all three entities

Messaging:
1. Different venues of communication (listserv, social media, instructors, departments)
2. Interactive activities (Word Cup) and competition
3. USAC affects you even if you don't know about it
4. Applying not limited to ISR

Workshop Time Frame
All one hour maximum
Week 3:
- Intro. Workshop
- About USAC offices, resources, opportunities
- 30 min presentation, 30 min questions
Week 5:
- Q&A (Interactive - Town Hall like)
- General questions about international resources including USAC
- 10 min presentation, 50 min questions

Week 8:
- Panel on connectivity
- International students in USAC offices
- 40 min discussion, 20 open questions to panelists

Next steps
1. Collectively determine which options would work best for Council
2. Connect Marketing Directors/Social Media Directors of USAC offices with Elections Board (electionboard@ucla.edu)
3. Figure out the timeline for the submission of graphics/content
4. Finalize logistics and plans for the outreach event
   a. Posting and reposting schedules finalized (with IG options)
   b. Workshop presentation and schedule finalized (with Workshop option)

USAC Seat at the Table Initiative   Riley
HIV Counseling and Testing Coalition (HCAT)
Our Mission
- We are a group of UCLA undergraduate and graduate/medical school students who are committed to reducing HIV and sexual health stigma. We aspire to empower and initiate change in communities affected by HIV through serving as HIV test counselors, and practicing cultural humility and cultural competency.

What do we do?
- Provide on-campus, confidential HIV counseling and testing to UCLA students (during non-COVID times)
- Work with multiple outreach sites to provide free HIV counseling and testing services to their clients
  - As young adults ourselves, we have an advantage with younger populations
- Educate our members on HIV in order to help destigmatize it, and train them to become HIV test counselors

Our Core Principles of Counseling
- Work with our clients to reduce their risk of HIV through client-centered and individualized suggestions (harm reduction)
- Assess our clients' level of risk for HIV
- Help our clients reflect on how certain behaviors may be putting them at risk for HIV, and increase their sense of empowerment to modify these behaviors through positive reinforcement
- Have a conversation with our clients! (not a lecture)
- Educate our clients on HIV and possible modes of transmission

- Cultural humility towards our clients and their experiences
- Destigmatizing HIV/AIDS
- For reactive results, assure our clients that HIV is no longer a death sentence, and link them to accessible HIV care

We Teach our Members About
- Risk reduction techniques/assessment
- HIV/AIDS Education
- Client-Centered counseling approach
- Client confidentiality
- De-stigmatization of HIV?AIDS and the LGBTQ+ community

What does HCAT Look Like During COVID-19?
- Obviously, we have had to reinvent the way we do counseling

What does this mean for UCLA students?
- Free Oraquick tests, including our instruction on how to use them
   - Currently free for those living in LA county
- Free counseling sessions from peers on risk reduction practices
   - Logistics: Given Zoom link with password for privacy assurance
- Peace of mind or direct linkage to help
- Fostering of conversation to fight the stigma and misinformation surrounding HIV/AIDS

What else are we doing?
- Safe, social-distanced outreach with Step Up On Second's Transition-Age Youth Program in Santa Monica
- Online Zoom counseling with Safe Place for Youth
- Partnering with other campus organizations such as PAC and Sexperts to continue open dialogue about HIV/AIDS and risk reduction over social media

How can USAC help?
- HCAT hopes to provide access to HIV tests and counseling to as many students as possible this quarter
- What we need:
   - Oraquick tests are around $40 each → for 100 students to get tested we will need $4,000
   - In order to expand access to students not currently in LA, we will need an additional $500 ($10 for each Oraquick) for shipping if half of these 100 students are outside of LA
   - If we only tested around 100 students, this is still around 0.03% of undergrads!
   - In total, we are asking for $4,500
   - Additionally, we need help promoting this!

VI. Appointments

<u>Piyapan Chaiprasit to Elections Board, Finance Director*</u>   Tun
- Bakur motions to appoint Piyapan Chaiprasit to Elections Board, Finance Director, Sachi seconds
- By motion of 14-0-0 the motion passes, Piyapan Chaiprasit appointed as Elections Board, Finance Director

<u>Ira Phatak to Elections Board, Investigations Director*</u>   Tun
- Bakur motions to appoint Ira Phatak to Elections Board, Investigations Director, Emily seconds
- By motion of 13-0-0 the motion passes, Ira Phatak is appointed as Elections Board, Investigations Director

VII. Officer Reports

<u>A. President</u>   Riley
- Last week we met with Academic Senate and met with the Senate chair, discussed Zoom bombing and other academic related issues
- Invited to serve on Presidential Election Working Group - working to make sure that voting spaces are conducted well and plan for afterwards

- Had public health compliance meeting
- Had CODEI meeting, went over model for implementing allyship trainings- still in the works
- Met with the Chancellor on Friday, went over testing for all students, student workers and lack of opportunities, policing, referenda and basic needs
- Interns were selected
- Had a Covid town call yesterday

B. Internal Vice President   Luong
- Student Worker Town Hall postponed until next week
- Drive down rent directors have been meeting with UCLA Spark, moving the project forward
- Outreach Committee created a new Reddit account and new ways to receive feedback from student body
- Had a meeting Campus Safety Alliance meeting with VC Beck, AVC Deluca, Dean Blandizzi and Dr. Sam Alias from Ashe and they answered questions regarding Covid-19

C. External Vice President   Arasasingham
Systemwide Leadership
- Met with President Drake for our monthly virtual lunch, where I highlighted student interests related to the recent UC admissions audit, systemwide funding for the UC Student Association, defunding UCPD, protecting a UC budget that supports marginalized students, and the potential impacts of a tumultuous post-Election period.
- Met with the leadership of the Ohio Students Association, Washington Students Association, and the Student Assembly of the State Universities of New York to discuss shared priorities and federal collaboration.
- Presented on UCSA year-long priorities to the UC Council on Student Fees, and took questions on UCSA's advocacy for a systemwide funding structure and assessment of campus-based fees.

Campus Partnerships
- Led planning, facilitation, and execution of the Bruins for Prop. 16 Week of Action, which is ongoing and highlights the following events
    - *Monday - Bruins for Prop. 16 Kickoff Program*: a 50-minute livestream broadcast program featuring USAC leaders, Mother Organization leaders, and high-profile leaders in California and Hollywood highlighting the importance of Proposition 16 and the legacy of affirmative action organizing on UCLA's campus.
    - *Tuesday - Meet the Mother Organizations Teach-In*: a two-hour live Zoom conversation where Mother Organizations presented on their history, programs, and opportunities and held fun games to learn more about their historic connection to affirmative action organizing.
    - *Wednesday - Bruins for Prop. 16 Text/Phone Banking Party + Launch of the Asian Pacific Coalition's Prop. 16 Podcast*: A two-hour kickoff to the Bruin for Prop. 16 Coalition's weekly text/phonebanks, with background entertainment provided through the launch of APC's Prop. 16 podcast, featuring a conversation with USAC and MO leaders active in Prop. 209 opposition in the 1990's.
    - *Thursday - Virtual People of Color Tour Program*: The EVP Campus Partnerships team will host a virtual tour of sites of marginalized student activism on UCLA's campus, highlighting the legacy of student activism and each generation's fight for affirmative action.
    - *Friday - #16for16 Bruins for Prop. 16 Car Rally:* In coordination with Yes on 16, Bruins for Prop. 16 is hosting one of sixteen physical events throughout California raising awareness for Prop. 16. Cars and people will snake through Westwood as a show of support for the proposition.
- Finalized and presented guidelines for the revamped Bruin Advocacy Grant to USAC for consent approval.
- Empanelled a Post-Election Response USAC Task Force made up of the offices of the President, Internal Vice President, Academic Affairs Commission, and Student Wellness Commission to proactively plan responses to the variety of tumultuous scenarios following November 3 in the areas of:
    - Election Day Safety & Security
    - Protections for Students Protesting
    - Academic Flexibility & Leniency
    - Mental Health & Wellbeing
    - Campus Communication & Messaging

University Relations
- Attended the UCLA LGBT Center's "Queer, Trans, Black, Indigenous People of Color (QTBIPOC) Student Experience Project: Findings & Recommendations" event to gather insight as the EVP office refines its LGBTQ+ advocacy strategy.
- In partnership with the student associations of UCSD and UCSB, EVP is initiating a student worker job loss audit to better quantify student job loss on campus as a result of Covid-19. This data gathering will aid in winter/spring advocacy for increased direct support to students experiencing income loss.
- Beginning planning for a series of student town halls and Q&A's with UC Regents, scheduled for late fall and ongoing throughout winter and spring.

Local Relations
- Launched the EVP Office Local Ballot Proposition guide, which has been shared with the UCLA student body.
- Following discussions with RISE and other USAC offices, EVP is continuing research on different campus models for free shelter on campus for housing insecure students.
- After discussions with the North Westwood Neighborhood Council and Councilmember Paul Koretz's office, the Local relations team is researching the potential for students to influence Westwood Village target plan overlays with student interests relating to affordable housing and dining in mind.

State Relations
- Launched the EVP Office State Ballot Proposition guide, which has been shared with the UCLA student body.
- Planning events to engage the student body on learning more about Propositions 14, 21, and 22 through digital events and live streams.

Federal Relations
- Beginning a fall introductory lobbying push with the Los Angeles Congressional Delegation to establish relationships and share student priorities.
- Lobbied the offices of Rep. Roybal-Allard and Sen. Feinstein on issues relating to financial aid, food insecurity, housing insecurity, and protections for international students.
- Ongoing communication with UCSA's ACQUIRE campaign, which is focused on developing a federal advocacy plan to support student basic needs during COVID-19 and beyond.

Communications
- Grew Instagram following to over 3,800 users.
- Finalizing launch of EVP office website and newsletter.
- Continued leadership in developing branding, content, and strategy for the Bruins for Prop. 16 Coalition social media pages and engagement with campus partners.
- Continued leadership in developing branding, content, and strategy for the BruinsVote and BruinsCount social media pages and engagement with campus partners.

Operations
- Closed applications for the EVP Fall Fellowship, with over 50 applications received.
- Planning three office bondings and mixers during the weeks ahead.

D. Academic Affairs Commissioner   Velazquez
- Finished Books for Bruins and sent in rec forms
- Spark campaign launching next week, finalizing a lot of the materials we will be using
- Starting a podcast series for education equity
- Having a healing space wednesday November 4th from 6-8pm, healing space after elections

E. Administrative Representatives   Alexander, Champawat, Geller, O'Connor, Perez, Solomon
Fernando: If you need a personalized link to join the meeting again let me know and I can send you a link.

F. Gen Rep 1   Lee
- Still working on contact tracing

- Working on a resolution

I. [Facilities Commissioner Written Officer Report](#)   Cooper
EXTERNAL
FSC x FAC x WVIA Collab: Business Discount Program
- Contacted local businesses in Westwood to see if they would offer student/ UCLA Community discounts
- So far have 12 businesses and more are rolling in each week
- Students use code "ILOVEWESTWOOD" and it is preferred to NOT order through an app as those apps take profits from the orders that then don't go to the business
- Use link: tinyurl.com/ilovewestwood for an updated document of all items

TGIF
- Applications for Main fund ($1,000 - $10,000) due Week 2 Friday!
- Mini fund (>$1,000) also due Week 2 Friday (and Weeks 4, 6, 8)
- Capital fund (over $10,000) due Week 6 Friday
- Updated website: tgif.ucla.edu and logo, will be presentation on this next USAC meeting
- Working on TGIF opinion form
- [TGIF Guideline Amendments](#) for a more inclusive and intersectional definition of sustainability and the types of projects we hope to fund

TSAB
- Bike share program: contract is expiring and the vendor was acquired by Uber, which is no longer supporting, so the program will be terminated.
- Bike Recycling Day will occur when it is possible to have outdoor gatherings.
- Delayed Student Fee increase until July 2021
- Extreme reduction in parking services use - from 98% capacity to a maximum of 25%, mostly consolidated in medical centers
- UCLA Transportations current priority is safety and sanitation on Bruin Bus; thus halting any new projects indefintiely

Office of Sustainability
- Planned and led part ½ of the Student Sustainability Leadership Council (SSLC) retreat, helping organizations connect on shared goals in sustainability

Center for Accessible Education
- Director candidate interviews completed, will provide recommendations to the Dean of Students

INTERNAL
FAC Fellows
- Class of Fall Fellows just hired and will begin meeting on Thursday

PR/ Graphics
- New PR and Graphics hires!
- Established firmer guidelines for staff members to request graphics and social media posts
- Creation of new TGIF logo!
- Promotion of "ILOVEWESTWOOD" restaurant discount project with FSC and WVIA through social media post and discount reference sheet

J. [Student Wellness Commissioner Written Report](#)   Read
- Apply for up to $100 through the SWC Basic Needs Subsidy from 10/12-23
- Check out our Health and Equity Summit Final Report for student priorities in health equity + suggestions and updates on work being done to address concerns
- For orgs: interested in intergroup collaboration? Sign up for the Student Health Network for access to a group slack and other networking opportunities
- Applications for most committees are still open! Apply at swc.ucla.edu/apply

VIII. Old Business

<u>Joshua Roizman to ASUCLA Communications Board*</u>   Riley
- Zuleika motions to appoint Joshua Roizman to ASUCLA Communication Board, Breeze seconds
- By motion of 11-3-0 the motion passes, Joshua Roizman appointed to ASUCLA Communications Board

IX. New Business

<u>TGIF Guidelines#</u>   Cooper

GUIDELINES OF THE GREEN INITIATIVE FUND

MISSION STATEMENT

~~The goal of The Green Initiative Fund (TGIF) is to enable and empower students to take an active role in making UCLA a leader in sustainability. TGIF will provide much needed funding for projects that reduce UCLA's negative impact on the environment.~~

The goal of The Green Initiative Fund (TGIF) is to enable and empower students to take an active role in making UCLA a leader in sustainability. TGIF supports and provides much needed funding for projects that promote the mission of UCLA sustainability, which is to create a culture in which the entire UCLA community is aware of, engaged in, and committed to advancing sustainability.

We define sustainability as "the integration of environmental health, social equity, and economic vitality in order to create thriving, healthy, diverse, and resilient communities for this generation and generations to come. The practice of sustainability recognizes how these issues are interconnected and requires a systems approach and an acknowledgement of complexity."

ARTICLE 1 – GRANT-MAKING COMMITTEE

SECTION 1.1 – POWERS AND VOTING

The Grant-making Committee has authority over TGIF. A simple student majority of the committee's present members is required to make funding and any other official decisions, except as provided for elsewhere in these guidelines. Apart from their normal function as a part of this committee, a member has no individual authority.

A majority of committee members (one more than half) must be present to vote on official

matters. **SECTION 1.2 – DUTIES OF GRANT-MAKING COMMITTEE**

It shall be the duty of the Committee members to:
- ● Review project applications and determine allocation of funds.
- ● Supervise and prescribe the duties of all staff and interns of The Green Initiative Fund.

SECTION 1.3 – MEMBER NUMBER & REPRESENTATION

The Grant-making Committee shall consist of six student and three non-student voting members as follows:

- ● One undergraduate student appointed by the Undergraduate Students Association Council (USAC) Facilities Commissioner (Note: The student selected must have knowledge of sustainability or experience with environmental advocacy or research).

- The USAC Facilities Commissioner will be an ex-officio voting member, and will serve as the Committee Chair unless they choose to relegate the position to another student member (Note: This student will be the USAC representative and will report back to USAC the grant-making council's decisions).
- One graduate student appointed by the Graduate Students Association (GSA) President (Note: The student selected must have knowledge of sustainability or experience with environmental advocacy or research). ● One student appointed by the UCLA Office of Sustainability (Note: The student selected must have knowledge of sustainability or experience with environmental advocacy or research).
- Two undergraduate students elected by groups registered as "Environmental" undergraduate student organizations under SOLE
    - Each student organization will have the opportunity to nominate one student with proven record of environmental advocacy or research.
    - After the nomination period, each participating student organization will receive two votes to elect candidates for the Committee
    - The two candidates who receive the highest number of votes will be forwarded to the USAC Facilities Commissioner for appointment
- One Faculty member selected by the Academic Senate.
- One Staff member from UCLA Student Affairs selected by the Vice Chancellor of Student Affairs. ● One Staff member from General Services selected by the Associate Vice Chancellor of General Services.

The grant coordinator will also attend meetings as a non-voting member. The Committee shall invite experts/guests to provide information and experience as needed.

Student committee members shall receive a stipend in accordance with the USA Financial Guidelines.

SECTION 1.4 – OFFICERS

Funding Guidelines Updated September 2019
The Grant-making Committee shall have two officers: a Chair and a Vice Chair.

The USAC Facilities Commissioner will serve as ex-officio Chair, unless they chose to participate as a regular member of the Committee. The Chair shall serve as the signatory of TGIF and is responsible for approving all funding requisition forms submit to Student Government Accounting. The Chair shall preside at all meetings of the Grant-making Committee, acting as facilitator and holding meetings to the agenda in a timely fashion. The Chair shall also coordinate and approve meeting agendas with the Grant Coordinator (described in Article 2). The Chair must be a student member of the Grant-making Committee. The Chair will arrange a method for quarterly evaluations and conduct them in the absence of the Grant Coordinator. The Chair will discuss these evaluations with both the Grant Coordinator and its hiring body.

The Vice Chair will assist the Chair with his or her duties. In the absence of the Chair, the Vice Chair shall assume all duties of the Chair, including approving funding requisition forms submit to Student Government Accounting. The Vice Chair must be a student member of the Grant-making Committee.

At the beginning of each term of office, the Grant-making Committee will take nominations and volunteers for Chair (if the USAC Facilities Commissioner chooses to relegate the position) and Vice Chair. Candidates for Chair will be selected first by majority vote of the Committee. After the Chair has been selected, the Committee shall select the Vice Chair by majority vote. Defeated candidates for Chair are eligible to run for Vice Chair, and candidates for both positions are eligible to vote in these elections.

SECTION 1.5 – TERMS OF OFFICE

Each member of the Grant-making Committee shall be appointed for one year. Student terms will begin on June 1 and end on May 31 of the following year. Faculty terms will run from January 1 to December 31 of the term year. The staggering of committee terms is intended to preserve institutional memory. The Chair and Vice Chair shall hold office for one year. Committee members may serve more than one consecutive term as long as they are re-appointed each year according to these guidelines. The total number of terms they may serve is not limited.

SECTION 1.6 – MEMBER QUALIFICATIONS

All Student members of the Grant- making Committee must be registered (full or part-time) UCLA students during their term of office. Students must have at least a 2.0 GPA to serve on the committee, and must remain above a 2.0 GPA during their term in

office.

Staff and Faculty members of the Grant-making Committee must be currently employed by

UCLA. **SECTION 1.7 – MEMBER REPLACEMENT**

A Committee member may be removed by unanimous vote of the other Committee members for unjustifiable absence, conflict of interest or other appropriate reasons.

In the event that a Committee member is removed or resigns, the original appointing body will select a replacement. The new Committee member will serve the remainder of the original member's term.

SECTION 1.8 – CONFLICT OF INTEREST

The Grant-making Committee shall conduct itself in such a way that conflicts of interest are minimized and all potential conflicts of interest are made public.

For example, each Committee member must make public all campus groups of which he or she is a member and their level of involvement in each group. Where appropriate, the Committee member should recuse themselves from voting on grant allocations for projects proposed by such groups. For such votes, the "full Committee membership" as defined for voting majority purposes shall be decreased to account for the Committee member's recusal.

ARTICLE 2 – TGIF GRANT COORDINATOR

SECTION 2.1 – DUTIES OF THE GRANT COORDINATOR

Funding Guidelines Updated September 2019
There will be one part time staff position referred to as the TGIF Grant Coordinator. The Grant Coordinator works at the direction of the Grant-making Committee and exists to meet the needs of the Committee.

The function of the Grant Coordinator is to:

- Publicize and promote the grant program to students, faculty, and administration with the assistance of the Grant Making Committee.
- Help guide students through TGIF application (i.e., proper signatures, grant requirements etc…). ● Monitor the progress of projects that have received funding via reports submitted by grant recipients (Section 5.2). ● Prepare an annual report of the previous year's budget and funded projects by two weeks before the start of fall
    quarter classes, and make it available to the public via the USAC website and present it to USAC at an official meeting.
- Maintain the archives of the Grant-making Committee as outlined in Section 5.3
- Train new Grant-making Committee members as necessary.
- Keep the minutes of the meeting and make them available to the public upon request and in compliance with Article VII.C.5. of the USA Bylaws.
- Work with the Committee Chair and the Vice-chair to schedule regular meetings.
- Monitor and provide counsel for active projects.
- Set quarterly deadlines for funding applications.

SECTION 2.2 – HIRING THE GRANT COORDINATOR

The Grant Coordinator will be hired via open recruitment. Candidates must understand and agree to comply with all of TGIF's guidelines and supporting documents. The Grant Coordinator will be hired by ASUCLA in conjunction with the Grant-making Committee. The Grant-making Committee must approve the selected Grant Coordinator candidate and participate in quarterly performance evaluations. The Grant-making Committee, through a supermajority (5 of 7 members) may recommend that ASUCLA dismiss the Grant Coordinator in response to poor performance. At the recommendation of the committee, only ASUCLA has the authority to dismiss the Grant Coordinator.

SECTION 2.3 – SALARY OF THE GRANT COORDINATOR

Funds for the Grant Coordinator's compensation (salary and benefits) are allocated annually from TGIF before the amount available to be allocated for projects is calculated. The amount of the Grant Coordinator's compensation should be commensurate with the level appropriate to 50% FTE of the ASUCLA Service Area Manager II position.

The Committee, by majority vote, can recommend to USAC a change in the percent employment of the Grant Coordinator.

SECTION 2.4 – OPERATIONAL BUDGET FOR THE GRANT COORDINATOR

The Grant Coordinator may submit an annual budget request to the Grant-making Committee for funds to be used for operational expenses, including but not limited to permanent or flexible office space, supplies, student support stipends, etc. incurred by the Grant Coordinator in the performance if his or her duties.

ARTICLE 3 – ALLOCATION OF FUNDS & PROJECT SELECTION

SECTION 3.1 – ALLOCATION OF FUNDS BY THE GRANT-MAKING COMMITTEE

As noted in Section 1.1, the Grant-making Committee shall decide to allocate funds on a viewpoint neutral basis to submitted projects by a simple student majority vote of the Committee. The Committee may elect to fund only a portion of a proposal.

SECTION 3.2 – GENERAL REQUIREMENTS FOR PROPOSED PROJECTS

All projects to be considered for TGIF funding must meet the following criteria:

Funding Guidelines Updated September 2019
- Projects must promote environmental sustainability on UCLA's campus, including off-campus activities which influence sustainability on campus.
- Projects must have a clearly-defined, measurable outcome.
- Project proposals may be submitted by UCLA students, staff, and faculty. Individuals and organizations outside of UCLA may not submit proposals.
- Projects shall have received all necessary written approval by appropriate campus officials prior to consideration. ● TGIF funding will not support projects already mandated by law or UCLA policy directive (e.g., standards for new building construction), since UCLA is already obliged to allocate funds for such projects. TGIF will fund projects which go above and beyond minimum requirements.
- All projects shall have a mechanism for evaluation and follow-up after funding has been dispersed. At minimum, a project plan must include a report made to the Grant-making Committee after successful (or unsuccessful) implementation. If a project is expected to have on-going benefits such as annual cost savings, the project plan must include a mechanism for tracking, recording, and reporting these benefits back to the Grant-making Committee on an (at least) annual basis.
- Projects must have undergraduate student involvement and/or undergraduate student benefit. ● Funds will not be appropriated between the final Committee meeting of Spring Quarter and the first meeting of Fall Quarter.
- All groups which have requested funds over $1,000 (i.e., Main Fund) and up to $10,000 shall sign up for a hearing date and time after submitting a funding proposal. This will ensure that all groups have the opportunity for equal representation before the Committee to elaborate on the goals and objectives of their proposal beyond what is articulated in the application.
- Funding proposals requesting $1,000 or less (i.e., Mini Fund) do not need to attend a hearing. ● Funding proposals requesting over $10,000 (i.e., capital and infrastructure projects) will be accepted on a rolling basis from the beginning of Fall Quarter to the end of Spring Quarter, are required to submit necessary documentation demonstrating approval of the project from partnering entities, and must meet with the TGIF Grant Coordinator for project updates at least once per quarter until project completion.

SECTION 3.3 – PROJECT PROPOSALS THAT MUST BE REQUESTED AS LOANS

Many projects may result in cost savings or revenues to the person or group submitting the project proposal to the TGIF Grant-making Committee. Where reasonable and at its discretion, the Committee may require that all or part of the project funding be dispersed as a loan (instead of a grant) to be repaid to TGIF over a reasonable time period. This time period will be negotiated by the Grant-making Committee and the person or group proposing the project, before funds are awarded. In exceptional cases, the Committee also has the authority to negotiate that a portion of all subsequent revenues (after the loan has been repaid) shall go into TGIF. Detailed income and expense reports are required from recipients and are subject to audit by the

Grant-making Committee.

SECTION 3.4 – ADDITIONAL PROJECT CRITERIA AT DISCRETION OF COMMITTEE

The Grant-Making Committee may determine additional requirements or preferences for each year's funding cycle, provided that these additional criteria are:

● Consistent with the overall mission of TGIF.
● Consistent with the requirements and preferences outlined in these guidelines.

SECTION 3.5 - GUIDELINES FOR PROPOSED PROJECTS

The Grant-Making Committee shall give preference and priority to project proposals that also meet the following criteria in this section. However, meeting these criteria is not required for projects to be considered for TGIF funding:

● Preference will be given to projects that demonstrate the greatest reduction in UCLA's negative environmental impacts for the least cost.
● Preference will be given to projects that are able to repay the Fund, even if such repayment would not be required by Section 3.3 above.
● Preference will be given to projects with a strong student leadership component.

Funding Guidelines Updated September 2019
● Preference will be given to projects that can obtain matching funds from sources other than TGIF. ● Preference will be given to projects impacting UCLA's sustainability "closer to home." For example, priority will be given to projects that directly address sustainability on campus over projects which address UCLA's environmental impacts on wider Los Angeles.

ARTICLE 4 – OTHER RULES GOVERNING TGIF FUNDS

SECTION 4.1- GUIDELINES FOR ALLOCATIONS AND FOR UNALLOCATED FUNDS

● Any funds not allocated in a given year shall remain in TGIF account for future use.
● Funds allocated to a project that are not spent within the project timeframe shall be returned to TGIF for reallocation. ● Requests to extend the project deadline may be submit to the Committee for review and subsequent approval when appropriate.
● Standing funds should be invested in a socially and environmentally responsible manner.
● TGIF funds are not to be used or reallocated for purposes other than those described in this document. ● TGIF shall continue to operate even after student fees are no longer collected into the Fund, as long as sufficient money remains in TGIF account.

ARTICLE 5 – ACCOUNTABILITY, RECORDS AND REPORTS

SECTION 5.1 – TGIF'S ACCOUNTABILITY TO THE STUDENT BODY

TGIF shall be accountable and transparent to the student body, and therefore shall:

● Make all its records (outlined in Section 5.3) available to the public via the TGIF website, and upon request for records not maintained on the website in compliance with Article VI.C.5. of the USA Bylaws. This shall be the responsibility of the Grant Coordinator to respond to request for records (outlined in Section 2.1). ● Submit an annual report for approval by USAC.
● Issue an annual report following approval from USAC to GSA, Campus Sustainability Committee, General Services and the Chancellor's Office.
● Submit periodic reports to all members of the Undergraduate Students Association Council in conjunction with the Committee Chair.

SECTION 5.2 – ACCOUNTABILITY OF PROJECTS

● All projects funded by TGIF shall submit a report to the Grant Coordinator at appropriate time points previously outlined by the Grant-making Committee. The report must include a budget detailing the spending of all funds. ● If upon review of project reports, the Grant-making committee determines that the project's funds are being used irresponsibly or the goals of the project are not being met, the committee may choose to put the projects on "probation," meaning the project leaders have an allotted time period to make adjustments in order to fulfill the committee's expectations. If after this time period the committee's expectations are not met, the committee may require all unspent funds to be returned to TGIF.

SECTION 5.3 – RECORDS AND REPORTS

TGIF must keep on record:

- Minutes of all meetings of the Grant-making Committee indicating the time and place of holding such meetings, the names of those present, and the proceedings thereof.
- Complete books and records of account, including accounts of its properties and business transactions and accounts of its assets, receipts, disbursements, gains and losses.
- Record of projects selected each year and the funds allocated to each.
- Project progress reports from recipients of TGIF monies.
- Copies of all annual reports which TGIF has issued to: USAC, GSA, Campus Sustainability Committee, General Services and the Chancellor's Office.

Funding Guidelines Updated September 2019

ARTICLE 6 – FORMATION OF THE GRANT-MAKING COMMITTEE

The Facilities Commissioner of USAC will act as ex-officio Committee Chair, unless otherwise specified and will be responsible for instigating and overseeing the formation of the Grant-making Committee. This formation must occur by June 30th of each academic year.

ARTICLE 7 – AMENDMENT OF GUIDELINES

Any changes to this document will follow all regulations regarding amending guidelines to USA funds. USAC should work in conjunction with the Grant-making Committee and the Grant Coordinator when amending these guidelines.

- No opposition, TGIF Guidelines are approved by consent

A Resolution for Solidarity with Contract Faculty*   Rodriguez
- Breeze motions to approve Resolution for Solidarity with Contract Faculty, Emily seconds
- By motion of of 14-0-0 the motion passes, A Resolution for Solidarity for Contract Faculty passes

~~A Resolution in Solidarity with the Armenian Students Association*~~   ~~Cooper~~

X.   Adjournment*   Riley
- Naomi adjourns the meeting at 10:03 pm

Good and Welfare

* Indicates Action Item
# Indicates Consent Item
@Indicates Executive Session Item