



AGENDA  
UNDERGRADUATE STUDENTS ASSOCIATION COUNCIL  
January 12, 2021  
7 PM PST  
Zoom: <https://ucla.zoom.us/j/97123Would303841>

## **I. Call to Order**

Riley

- Naomi calls the meeting to order at 7:04pm

### **A. Signing of the Attendance Sheet**

- Signed via Google Docs

## **II. Approval of Agenda\***

Luong

- Make TGIF Guidelines a consent item under New Business
- Strike ARCF
- Strike BAG
- Strike Capital Contingency
- Strike SFS allocations
- Add Surplus item under Special Presentation
- Add discussion item for Gen Rep 1 Resignation
  
- Sachi motions to approve agenda as amended, Jonathan seconds
- By motion of 13-0-0 the motion passes, agenda is approved as amended

## **III. Approval of the minutes\***

Luong

1/5/2021

- Breeze motions to approve 1/5/2021 minutes, Alice seconds
- By motion of 12-0-1 the motion passes, 1/5/2021 minutes are approved

## **IV. Public Comment**

Riley

Hannah: Hello. I just wanted to come talk to you guys today about OSAC and allocation year. In light of the closure of Kerckhoff for a whole school year as well as the need to keep students and faculty safe at this time, OSAC has decided to move the allocation period to the 2021-2022 school year. Student orgs lost out on their ability to use their space for a full year, so it only seems fair that they get more time in their spaces as well as because it is currently unsafe for other student orgs to move into those offices which is required during the allocation period. Hopefully the situation will be different in the fall and student orgs can return. Finally, I think it's best for future chairs to have a full year of learning a role before having to make allocation decisions. So for the rest of this year, OSAC will instead focus our attention on creating community development resources, student outreach, and establishing OSAC's online presence. If there are any questions about this please feel free to email me at [osac@asucla.edu](mailto:osac@asucla.edu). Thank you.

Quinn: Hi. So I know you're discussing the surplus today so I wanted to try to express my opinion on this issue. I pay about \$300 or so dollars every year for USAC related things and I expect that money to be used in ways that benefit me. When a surplus carries over to the next year it means that I'm literally just giving money to freshmen who didn't contribute anything at all, and all the seniors they just have to lose it all and I won't get anything. Now with Covid-19 we have even less programming, less services and then we hear about misuse of funds and whatnot. So my conclusion is that if USAC isn't doing anything for me with that money then the best place for that money should be for it to be in my pocket, and not just in mine but the pocket of every student. So I ask you today, will you commit to returning the surplus to students?

Jong: Hello everyone, I would just like to announce that I am declaring non-attendance for this quarter because of financial reasons and also to work on a personal project and that means that I have to resign from my position as General Representative 1 since I will no longer be eligible for the office, so that's what I'm doing.

- Public comment concluded at 7:15pm

## **V. Funding**

### Capital Contingency\*

----- Minasyan

### Contingency Programming\*

Minasyan

Total Requested: \$2,795.64

Total Recommended: \$2,744.71

6 non-USAC entities

- Sachi motions to approve \$2,744.71 to 6 non-USAC entities, Zuleika seconds
- By motion of 13-0-0 the motion passes, Contingency allocations approved for this week

### SFS Allocations#

----- Wisner

### SWC Programming Fund Allocations#

Read

### Bruin Advocacy Grant Allocations#

----- Arasasingham

### ASRF Allocations#

----- Velazquez

### AAC Travel Mini-Grant Allocations#

----- Velazquez

### ARCF Allocations#

----- Ogunleye

### TGIF

Cooper

- No allocations
- Reminder that applications for mini or main funds are due this Friday
- Hiring for three student positions

## **VI. Special Presentations**

### TGIF Student Support Fund

Cooper

What is TGIF/ What Do We Fund?

- The Green Initiative Fund is a student funded grant making body established by a referendum in 2007 that provides financial support to projects that promote environmental sustainability on UCLA's campus including off-campus activities which influence sustainability on campus.
- The goal of The Green Initiative Fun (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.

Why do we need a support fund?

- Sustainability has been historically rooted in privilege
- Students doing work to improve sustainability deserve some compensation
- Students have to prioritize paid positions over sustainability orgs
- TGIF received many applications for support during Fall quarter
- Change campus culture

Who is eligible for the support fund?

- All students who engage in extracurricular, unpaid sustainability work at UCLA
  - Preference to:

- Projects that demonstrate the greatest reduction in UCLA’s negative environmental impacts for the least cost.
  - Projects with a strong student leadership component
  - Projects impacting UCLA’s sustainability “closer to home.”
- You do not need to be a member of a traditional “sustainability” organization to apply
  - For example:
    - A sustainability officer in a non-sustainability org aimed at improving the club’s sustainability
    - An individual engaged in individual sustainability projects that improve UCLA’s sustainability
- Note: TGIF Committee members are not eligible to apply for the fund

#### Logistics of the Fund - Guidelines

- Addition to section 3.2 - General Requirements for Project Proposals
  - “Funding proposals requesting support for student sustainability work up to \$300 (i.e., student support fund) must be a full-time, currently enrolled student, must not be receiving course credit or additional compensation for this work, must record approximate hours of sustainability work and its impact on campus, and must report outcomes to the TGIF Grant Coordinator by the end of the academic year.”
- Fits with existing guidelines/mission/original referendum
  - This fund is a pilot project that intends to be closely monitored by TGIF
  - 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
  - Guidelines for proposed projects
    - Preference will be given to projects with a strong student leadership component
    - Preference will be given to projects impacting UCLA’s sustainability “closer to home”
  - We are using the same eligibility requirements/ guidelines as our other funds

#### Logistics of the Fund - Measuring Success/Transparency

- Students will log their hours worked and submit at the end of the academic year
- Students for the pilot year and potentially in future years will submit a reflection form about the impact of their work and the impact of monetary support
- The impact of the fund will be publicized on the TGIF website and social media

#### Logistics of the fund - Pilot Rollout 2021

- All deadlines are Friday at 11:59pm:
  - Applications released: Week 2 Winter Quarter
  - Applications due: Week 8 Winter Quarter
  - Decisions released: Week 10 Winter Quarter
  - Funding dispersed: Early Spring Quarter
    - UCLA Store Gift Card: Quicker disbursement
    - Honorarium: Allow for 2 weeks processing time after documentation submitted. Will require and honorarium contract and W-9/W-9 alternative
  - Reflection of documentation due: Week 6 Quarter
  - Transparency Report released: End of Spring Quarter

#### USAC Seat at the Table Initiative

MannMukti at UCLA

Riley

Meeting people where they’re at is the most fundamental tenet of mental healthcare

#### MannMukti

- Mental liberation
- Encouraging healthy, open dialogue of South Asian mental health issues in an effort to remove stigma, improve awareness, increase access to culturally-specific care, and promote self care

### Committee Projects

- Campus Outreach
  - Advocacy for culturally specific care on campus
  - Organizing events for students (workshops, support circles, etc.)
  - Collaboration with student organizations
- Community Outreach
  - Establish partnerships with SoCal community orgs and populations
  - Host workshops and support circles
  - Building as South Asian Peer Membership Program
- Research
  - Conduct South Asian mental health research and needs assessments
  - Campus Resource database
  - Research for media posts
- Media
  - Disseminate resources and information
  - Foster conversation around MH on social media
  - Link people to treatment and help

### Sources of Stress

- “Model Minority” myth
- Cultural expectation/ standards for success
- Racism & discrimination
- Cultural pressures of honor/family reputation
- Relationship violence
- Immigration
- Stigma

### Challenges to Care

- Valorize endurance/ silence - are reluctant to report pain, or seek medications
- Mental health is deeply tied to culture - need a culturally responsive provider
- Structural barriers: expensive, insurance, time, family support

### South Asian Student Experiences

- 59.6% of South Asian participants reported feeling depressed either sometimes, most of the time, or always in the past month
- 29.6% of South Asian participants reported having an emotional or mental health concern or condition
- 10% of South Asian participants reported they they never or rarely have someone to confide in or talk to about their problems
- 17.1% of South Asian participants felt not at all confident or a little confident about knowing how to access counseling and psychological services on campus

### COVID-19 Impact on South Asian Students

- 48.4% of South Asian participants reported being concerned or very concerned about paying bills
- 60.8% of South Asian participants reported very concerned about being isolated from friends
- 41.5% of South Asian participants reported being concerned or very concerned about accessing healthcare
- 23.6% of South Asian participants reported being concerned or very concerned about meeting basic needs
- Of the 23% of South Asian participants who were not graduating yet were unsure or did not plan to enroll in Fall 2020, reasons for non-attendance include:
  - 16.1% Financial Challenges
  - 10.5% Health Concerns
  - 4.8% Family Responsibilities
  - 6.5% Visa/travel concerns or restrictions
- 40.2% of South Asian participants reported having additional family care responsibilities due to COVID-19

## UCLA South Asian Peer Mentorship Program

- What?
  - An initiative structured to address the mental, emotional, social, academic, and personal needs of students in a culturally specific manner
- Why?
  - To overcome the structural barriers and cultural stigma that exists to students accessing emotional/mental health support
- Who?
  - Mentors and mentees from all intersectional South Asian identities, diasporas, and backgrounds
- Structure?
  - Trainings provided by campus and mental health professionals and South Asian community leaders, mentees, meet with mentors 3x quarter

## How can USAC support our goals?

### Advertisement

- Peer mentorship program
- Workshop and support circles
- Goals and resources

### Intersectionality

- Culturally specific care
- South Asian-specific issues

### Representation in Campus-Wide Committees

- Leniency for international students
- Voice in cultural and mental health spaces
- Recognition of South Asian identities in an official capacity (e.g. on surveys, in admin, etc)

## USAC Surplus

Champawat

Roy: Good evening council. So the main thing I would want to share is that primarily due to sort of complications with our Covid impacted world, we're not really able yet to be at the final conclusion points. In some sense, when we get to our final surplus analysis it really represents finality and final closure of books. So in order to really understand the exact surplus amount, it means the prior year is completely closed and is hopefully reconciled. We are still needing to work through just some complications that come from our Covid impacted world. So something I wanted to do at this point, at least to make available to council, is something that's similar to what we did at the very beginning of fall quarter, which was to make available some monies because council and your offices have certain needs and issues that come up during your term that you would like to have resources to be able to address. And certainly it is our charge to facilitate and make available all the resources possible as soon as we can. I'm a little disappointed that we are at this point now in early January and we are still not at the final closure point. So one thing is that the number that I would identify as available for you to act on at your discretion if you choose to at this time, I would say is not really your final surplus. You can choose to act on the monies you have now, but I would also want you to know that additional surplus or additional unexpended balances will be coming forth later. The trick is I can't say exactly yet how much that is whether it is quite a bit more or a lot more, at this time our guidance is essentially \$150,000 we can make available for you to act on at this time at your discretion. Certainly at least that amount again is going to be available in the second round. The question is only how much more. I do hope to get to more clarity soon and as soon as I can get to that additional clarity we would bring that forth. And certainly once we get to the point that we feel we have completely closed the books, I will share that. There was the question about whether this takes into account fall, so fall is already out of the number. You spent about \$75k. This is on top of that. Also it's important to recognize that that's been \$225k if you take into account this \$125k now. So that's the basic characterization I'd like to give in the larger characterization. I would also like to make sure that council is aware that there is another piece of money that is becoming available. As we know again, as soon as everything needed to go into versions of closing down, ASUCLA applied for and participated in the CARES Act, one of the provisions was the Payroll Protection Program that started out as theoretical loans to many business or entities with the potential that those loans, if certain metrics are met, would become a grant. We have jumped through those things and met those markers and the loan does become a grant, so some monies are flowing back to council. So in addition to the \$150k from your surplus, there are some monies that are coming to you from ASUCLA getting a PPP grant. So that is \$25,000 and some change, that money is like your surplus, is sort of broadly available for your discretionary use. There's also another opportunity I want us to think through, which is a third opportunity.

Our Executive Director and I were approached by WestCom wanting to support students struggling with Covid related challenges. They asked our guidance on what the best way would be to bring that support to students directly. Our guidance was that we think we should approach the governments, work with the governments to bolster the programs that they may have. So that is another opportunity to bring a little bit more resources to support all of your efforts. I would anticipate that for USA that that's gonna be something like another \$18,000. Again that would be money that would be intended by the donor to support students struggling with some financial impact from Covid. So those are the main things I wanted to outline.

Naomi: Roy in your opinion, do you have any recommendations about how council should go about thinking through this. I know last year what happened is that we were made aware that surplus was available around winter and there was time to gather proposals. We don't necessarily have that same timeline this years. What do you recommend our next step be?

Roy: I think it's good that we're talking about this now. We need to let everyone know that now is the time to start forming those plans, we can know that minimally there is a substantial sum of money that a number of things could be funded with that. It could easily be that by the time you have interacted with each other, proposed to each other your ideas, had a little bit of debate, I would hope that perhaps by that point I can be clearer that the available monies are even larger. But \$150,000 is certainly enough to be thinking about how to expend it. Often what you have to do is make priority decisions.

Zuleika: Roy can you explain, I know that there was a student who came here and asked about whether the funds can go back to the student's pockets, but if you could explain how and why this is not possible, if it isn't'.

Roy: Let me make a couple comments. My first comment let me start with by saying, and this is not to agree or disagree with anyone's observation but rather to inform the body as to how this all works. One thing I want to speak to is the notion of, because it's a really valid idea to bring up, the idea that money is collected from you all this year, and then money if it goes into next year, some of you left, so your money got collected, and then you left and what happened to the money you contributed to that pot? So that's a really valid thing to express concern about. And that is an essentially correct understanding that surplus when it bridges into the next year, some of the people who paid it left. One thing I would say though is that there is also an opposite side of that balance, which is that this set of students also will have received surplus from the prior set of students. So in some ways there is an offset. Now they're not always exactly equal because there are a bunch of random actions that often accumulate to relatively similar sums. So again, I'm not trying to be too precise but what I am saying is I would like everybody to understand that there is some balance that comes from you inherit a certain amount of surplus from your predecessors and you leave some surplus to your successors, so there's some balance to that so that there is some justice. But it is also an important understanding of the role of the government in all of your important roles to try to find productive uses for the money collected from this group of students and expend it on this group of students. There is an input at the beginning of the year and an output at the end of the year so there is some balance in that. Now, the notion of, y'know returning has some complications. There is a tremendous amount of administrative work that goes into collecting, disbursing, and managing funds and one thing I would say, I wouldn't want to discount any observations, we should entertain ideas, but one wouldn't want to do is expend a certain amount of money to try and take an administrative action, what we would see is that the governments, a lot of what you guys have done was to find appropriate uses in this current context to support the student community. So the amounts of money, and this is part of why I can't quite get to the final answer for you in terms of your surplus quite yet, because we're still analyzing the full usage of the funds and how that usually relates to what normal usually looks like when we're not in a crisis. Relative to the scale of funds that you all contribute, the fees that flow through USAC and what might be remaining at the end of the year, I think we'd need to look at a cost-benefit analysis to whether the effort to cut that many redistributions balances versus finding a productive use now. Right, so that can be a choice. Can you find a way to expend the funds in a way that benefit the student body versus finding a way to flow that money back. That's a value judgement that again I would want to invest into the council to debate, review, and make a judgement about.

Zuleika: Thank you for clarifying. This is a really important conversation because I think it's really important that the student body is informed on these conversations and how surplus works. So thank you for that.

Bakur: Thank you for clarifying the last point. One thing I'm curious about is when students give the fee, most of the fees that we pay are for specific reasons and for specific use. It is like giving your consent to pay a certain amount of money for certain use. But then when it goes to surplus, basically it is in a way an amount that is open for any use that council sees fit. Which is fine but it kind of contradicts the basics of how this fee was collected. It was collected for a single purpose and when it is in surplus it can

be used in other ways. So I think that in itself might be problematic. Another thing, and correct me if I'm wrong, I do remember reading an email about returning some of the fees. I'm not sure about the details of that.

Roy: I would say, I think the observation about redirection of funds once they become surplus is a good point that you bring up and I think it is something that council should bear in mind as it makes judgements about how to ensure the funds find a path to a productive purpose, supporting the student body and should really bear in mind the notion that there are some parameters of what is good or what is of benefit to the community. In a lot of ways, the council as it sits represents this representative democracy. Sometimes in terms of the finer detail, we must invest in elected officials who represent our values who then will make some of these finer point judgments, and that is sort of the nature of some of these finer point balances y'know, everybody can't decide everything. So this judgement has been invested in you. On the other question, I would say that I think it's still being worked through in terms of whether there is a realistic solution in that somewhere. That answer is still not entirely clear. That is one of the reasons that there are some complications in getting to the finality of making sure what are the available reasonable solutions to this aspect of the distortion of our norms that the Covid pandemic has brought about, and exactly how we deal with this relative to what's happening in our world, this minor aspect of this larger crisis. So yes, that I think it's something that's in play. In some ways it involves more than council, it involves a larger conversation. I would anticipate that if there is anything along those lines that something would be brought before council as part of a judgement perhaps that may be made. But I don't really have any more clear information on that at this time.

Naomi: I also just wanted to say too, and I feel that this is really important for the student body to understand, but the money that is in surplus isn't just money from always last year, sometimes surplus rolls over from monies that weren't used in previous years and I think that's something that should be acknowledged too that when we're talking about monies that should be given back in any sort of way we should recognize that it's also a lot more complex and complicated than just everyone getting back their five dollars and some change because there are some freshmen here too that did not pay into the surplus that would be rolling over from the year prior to the one that they are here for. I just wanted to clarify that too.

Roy: I think that's an excellent point, Naomi. Also, much of the year had already unfolded when the crisis hit. A lot of that year did already unfold, that's why there are so many complications while we review everything from last year including financials.

Aidan: I was just thinking in terms of the mechanics of proposals, I know I took it to my office that surplus was coming up, and one that we got right now was not just investing in the students right now but the students in the future. Is there a way we could endow a scholarship, is that a possibility for surplus funds?

Roy: So here's the story on endowments. So USAC has an endowment and I appreciate you bringing this up so I can sort of speak a little bit on this. You have an endowment currently called the USAC Student Programming Endowment. It earns monies and so we have been disbursing, I believe we drew out earnings of \$17,000 and change, so those earnings are an opportunity to support student programming without it being from student fees. The council directs through its actions how those funds are utilized but it cannot use it itself. So the rules of the endowment are because it sprang from student association USA funds, it created the endowment, it can be directed by the council to support something outside the council. So that formula would fit what you described as long as the earnings of the endowment that derived from council funds were directed by the council for a certain good, that formula works. What I would say about endowments is that in some sense you've got to get to a pretty large number in a sense before the earnings spin off is sufficient to support the activity that one wants. Your current endowment is around \$550,000-\$580,000 currently. That amount will spin off into \$12,000-\$14,000 each year. I just wanted to give you the concept of how endowments work, what your range of motion is, what you can direct.

Aidan: You mentioned that most of the current USAC endowment goes toward programming, correct?

Roy: So once you've established an endowment it is established for a purpose. The current USAC Student Programming Endowment is for the purpose of supporting student group programming. It can't necessarily be repurposed for scholarships for individual students, it can't be repurposed for a different purpose. It's the purpose of the endowments.

Aidan: So if we were to, say one of the council's proposals that could be funded would be to endow funds that would be restricted for student scholarships, that would be allowed though. New funds.

Roy: New funds established for a purpose could fulfill that purpose. What it can't do is return back money directly to the contributor, but the contributor can direct usage of the funds outside itself.

Justin: A lot of of my views do align with the idea of returning money especially if there isn't a demonstrated purpose, but because of the logistics we've discussed so far and the reality that of the surplus that we're working with, it sounds like about \$150k, that amount of money in terms of if we were to give it back to students would be in the amount of a few dollars. Honestly I'm a lot more in support of creating funds for basic needs, rent, textbooks, food, and things like that. That's my personal slant. I think that is valid that there is a lot of skepticism about the role of USAC and ASUCLA and student governments in the student body. I would like to point out to the student body that we are working with crumbs even with CPO and our former UC President got caught with a multimillion dollar slush fund during her tenure. I think these kinds of things are important to put into perspective. This is a last question for Roy. Is the endowment currently in a portfolio accumulating money, is it invested in some way?

Roy: The endowment is an endowment that is placed at the UCLA foundation and is invested according to their investment criteria. The purpose of earnings is directed by council to support student group programming.

Promise: I have a couple quick questions. The first is when would we have learned about the endowment? I know at least for me and a few other officers we had no idea that was a thing. Also when was this endowment started and has it ever been utilized at all?

Roy: It definitely has been utilized for the purpose. On the fly I can't remember the exact year but I can give you a rough story. Inception year was something like six or seven years ago. There was an initial expenditure and then a few times it was added to. Some of the initial years, the earnings were chosen by council at that time to be reinvested in order to build the endowment up to the point that it would be able to spin off more actionable pieces of money. So for the first couple of years it was reinvested to build it. Aside from letting you know what was funded outside of the most recent payout, there had been a few years ago when it was a lower value, I think \$3,200, so I think one thing for you to understand is that it was originally established as a way of managing the sort of eb and flow of surplus. So the endowment was established as a concept by council so that when surplus was really high to take the top off of it and put it into the endowment knowing that it would always support student programming, so it would never be used for any other purpose. So it was a way to smooth the [indiscernible] of available funds in a way that was disorienting to student groups. Normally we would talk about endowment at the budget point or at the surplus discussion point.

Naomi: Since there's no more questions, I would really recommend folks to start thinking about proposals. We'll do the first round of proposals Week 3.

## **VII. Appointments**

### **Angus Wu to Student Conduct Committee#**

Riley

- No opposition, Angus Wu appointed to Student Conduct Committee

### **Bianca Dominique Barcelo to Office Space Allocation Committee\***

Cooper

- Jonathan motions to appoint Bianca Dominique Barcelo to Office Space Allocation Committee, Promise seconds
- By motion of 12-0-0 the motion passes, Bianca Dominique Barcelo is appointed to the Office Space Allocation Committee

### **Neha Kulkarni to Office Space Allocation Committee\***

Cooper

- Zuleika motions to appoint Neha Kulkarni to Office Space Allocation Committee, Noe seconds
- By motion of 13-0-0 the motion passes, Neha Kulkarni appointed to the Office Space Allocation Committee

### **Jacob Keer to Office Space Allocation Committee\***

Cooper

- Zuleika motions to appoint Jacob Keer to Office Space Allocation Committee, Breeze seconds
- By motion of 13-0-0 the motion passes, Jacob Keer appointed to the Office Space Allocation Committee



## **VIII. Officer Reports**

### **A. President**

Riley

- Met with Public Health Compliance Working Group, talked about vaccine rollout, rise in cases, communication strategies, symptom monitoring survey
- Met with VC Gordon, began discussion about commencement, policing
- Response and Recovery Task Force will be giving a presentation about vaccine rollout, future planning for the vaccine, and the decision to make Spring online
- Office is working on the vaccine panel which will take place Week 6
- Office was awarded the HCI Semel Grant for our Minority Mental Health Resource Center that we're trying to create
- Nominated as the Developing Principles Co-chair for the Campus Renaming Committee

### **B. Internal Vice President**

Luong

- Put Workers First and Drive Down Rent Committees are updating their respective resource guides which is the Student Worker Relief Resource Guide and the Housing Resource Guide hoping to have those out as soon as possible
- Drive Down Rent is working on getting application for the rent relief award approved
- Released the Advocacy Resource Guide for student workers a couple weeks ago and currently working on sending it out to student orgs
- Having a Campus Safety Alliance meeting next week on Thursday at 4pm
- Off Campus Living Fair: Moving the fair to February and working on plans and outreach
- Working with Office of the President, EVP, and SWC to put on a vaccine webinar which we have planned for Thursday, February 11th at 6:30pm
- Attending a meeting tomorrow about a campus wide campaign to encourage vaccination and am also sitting on the Education sub-committee of the ROTF

### **C. External Vice President**

Arasasingham

- Met with President Drake on Friday, covered topics about UCs plan for vaccination, federal stimulus package and the state budget, UC campus safety symposium
- Governor's budget was released for the University of California
- Closed fellowships application
- Opened applications for Students of Color Conference
- General office meeting tomorrow, open to the public

### **D. General Representative 1 Written**

Lee

### **E. General Representative 2 Written**

Rodriguez

- We will be working on a revamped, updated version of the [Student Worker Resource Guide](#) we released fall quarter with the IVP, President, and FSC offices to be released in one or two weeks
- Having our first meeting to plan our winter program for our anti-sweatshop advocacy. Reach out to [usareptwo@gmail.com](mailto:usareptwo@gmail.com) if you're interested in being a part of anti-sweatshop work here at UCLA.

### **F. General Representative 3 Written**

Wade

### **G. Academic Affairs Commissioner**

Velazquez

- Books for Bruins application is closing tomorrow
- We are currently looking into starting a book exchange project in AAC
- Having counseling quarterly sometime Week 4
- Student Advocacy Board working on individual cases

### **H. Campus Events Commission Written**

Naland

### **I. Community Service Commissioner Written**

Wisner

### **J. Cultural Affairs Commissioner**

Ogunleye

- ARCF fund is closing next week for winter quarter cycle
- Today we had an event, mental health talk, went really well

### **K. Facilities Commissioner Written**

Cooper

### **L. Financial Supports Commissioner Written**

Garcia

### **M. Student Wellness Commissioner**

Read

## N. Transfer Representative Written

Bravo

- Office committees completed an End of the Quarter assessment for the Fall quarter, to review their progress on goals.
- Committees worked on their Winter Action Plans and get started with outreach and programming/research for the quarter
- Welcomed our interns as staff members and onboarded them into our office
- Released Staff applications to recruit new office members. (Office staff apps are now closed)
- Released our Intern Applications to recruit new interns (Intern apps are now closed)
- Our office's official [website](#) went live on January 4th, 2021.
- We are releasing a letter to the Vice-Chancellor in support of expediting the hiring process for the Director of the Transfer Student Center. Sign on to the letter in support!
- Met with Daily Bruin to inform about platform progress at the beginning of the Winter quarter
- Drafted Letter to Expedite the Hiring for the position of Director of the Transfer Student Center - sign on to the letter [here](#)
- We are continuing our transfer awareness trainings. Schedule one [here](#)!
- We have been working on proposing bylaw changes to the USAC constitution
- Meeting with campus partners to discuss transfer inclusivity - how can we get transfer reps in these spaces and take action
- Our team has already completed outreach to UCs and CSUs as well as other universities that have transfer transitions programs and receive their data on their successes with the program
- We hired a new Director to focus on Regent Relations. The regents are an important board that transfers should gain access to and establish relationships, especially given how transfer-centric the new administration is.
- Our Lobbying committee has started research on bills and policies that will affect transfers. These efforts are to put forward a Transfer Lobby Day in collaboration with other UC transfer leaders and push forward transfer initiatives.
- We are awaiting an update from UCOP on their progress for the new Cost of Living/Attendance survey for parenting students.
- Finalized meetings on demands for the Parenting Student Support Resolution. What we left off on:
  - > Dependent health care was addressed and the Ashe Center is working on subsidized a portion of dependent care under UC SHIP
  - > Res Life is working with UAS on applying for a grant to receive funds and provide hot meals to the dependents of students in housing.
  - > Finalized discussions on the CalFresh project with student affairs where the student store will begin accepting CalFresh purchases in 2021
  - > Discussed Financial aid and the increase of the parenting student grant - needs more advocacy at the UC level (working on this)
- Initiated conversations for the demands for the Prison to School Pipeline Resolution
- Academic Senate creation of 4 appointment spots specifically for transfers
- Negotiating appointment position for ASUCLA BOD
- Basic Needs reports and findings of gaps in resources for transfers
- Charge the Transfer Success Team under the Vice-Chancellor of Student Affairs

## O. International Student Representative Written

Madini

## Q. Administrative Representatives

Alexander, Champawat, Geller, O'Connor,

Perez

Jessica: Within the next week we should hopefully be able to send you all the new emails for G suite.

Fernando: Sharing a link for you to include the original gmails you are currently using so our webmaster can see if he can transfer over the important information.

## IX. Old Business

### USA Election Code Changes\*

Riley

## **Non Substantive Changes**

### **Cosmetic/Standardization Changes**

Change all provisions in the Election Code that includes “Publicity” to “Marketing”.

Change all provisions in the Election Code that referred to heads of Elections Board subcommittees as “Chair” to “Director”.

Change all 11 provisions in the Election Code from “USAC Constitution” to “USA Constitution”.

#### **12.1.1**

The results of the elections shall be released by the Elections Board Chair. The results shall be posted on the Elections Board social media and **website** for public viewing.

#### **2.3.3**

During the Fall Quarter, or summer if a special election is to occur in the Fall Quarter, the Elections Board Chair shall appoint a Vice Chair who must be approved by the **majority of the quorum established by** USAC. The Elections Board Vice Chair will remain in office until their resignation or removal, or until the completion of the Spring Quarter.

#### **2.3.4**

During the Fall Quarter, or summer if a special election is to occur in the Fall Quarter, the Elections Board Chair shall appoint Subcommittee Directors who must be approved by the **majority of the quorum established** by USAC. These members shall serve until their resignation or removal, the dissolution of the Elections Board, or until the completion of the Spring Quarter.

#### **2.7.1.g**

Notify **the** candidate or campaign representative of charges; and provide **a reasonable timeframe** of opportunity for response.

#### **2.11.1**

The Chief Justice’s responsibilities and duties shall include to:

- a. Act as an advisor to the executive committee of the Election Board and the Elections Board Chair in matters related to investigations in emergency or urgent situations.
  - i. The Election Board Chair will formally request the advice of the Chief Justice of the USA Judicial Board. The Chief Justice can deny the Elections Board’s request for advisement, **with a written statement explaining the reason for the denial**.
  - ii. Provision 2.11.1a shall not preclude a candidate’s right to appeal appealing a sanction issued by the Elections Board nor will it preclude the Elections Board’s ability to be the sole issuer of sanctions.

#### **5.2.2.c**

Candidates filed with a slate may choose to list the name of their slate, as registered with the Elections Board, along with their name on the ballot. **Current Undergraduate Student Association Council members may choose to display the word “incumbent” along with their name on the ballot should they choose to run again for the same position.** Candidates not affiliated with any slate may choose to display the word "independent" along with their name on the ballot. Attempts by two or more candidates to systematically alter the representation of their names to appear similar will be prohibited.

#### **4.7.2**

The Transfer of Slate Signatory Form shall include the slate name, the date submitted, the names and signatures of the old and new slate signatories, and the signature of the Elections Board Chair ~~or the USAC President (whomever receives the form)~~.

#### **2.2.2**

The Elections Board Chair shall have the discretion to decide the number and composition of committees under their purview. **The Elections Board Chair shall delegate the duties of committees not included in the final composition of committees as necessary.**

#### 2.7.1.i

Write a report on the sanction issued for election records **that shall be made public to the Association through appropriate means determined by the Elections Board Chair.**

#### 2.7.1.g

Notify **the** candidate or campaign representative of charges; and provide **a reasonable timeframe** of opportunity for response.

#### 2.10.1

Elections Board Finance Committee responsibilities and duties shall include to:

- a. Administer and enforce the USAC campaign finance provisions and regulations as stated in the USA Constitution, USAC Bylaws, and Election Code;
- b. **Be responsible for verifying expense accounts;**
- c. Be responsible for financial records of all USAC candidates and slates;
- d. Administer and regulate USAC campaign funds raised and spent to influence USAC elections;
  - i. If **either the Elections Board Chair, Elections Board Director of Investigations** or a majority of the **Elections Board Executive Committee** ~~votes to~~ find a reason to believe that a violation of USAC campaign finance rule has occurred (whether or not a complaint was filed to the Committee), the Finance Committee **shall** investigate the matter **and deliver a report to the Chair within 48 hours.**
  - ii. If an audit reveals inconsistencies or that a registered party, independent candidate, or candidate running with a party has exceeded the spending limits and/or used funds for purposes against the USAC Constitution, Bylaws and/or Election Code, the case will be investigated by the Finance Committee.
- e. Issue guidelines before elections at the Candidate Orientation Meeting as necessary regarding campaign finance.
- f. Shall be responsible for completion and submission of all Elections Board requisitions.

#### 2.7.1.a

~~Be responsible for verifying expense accounts.~~

#### 4.8.1.e

Additionally, if a **candidate, designated campaign representative, campaign participant, proponents and opponents of referenda and propositions** ~~body of students~~ resembles the characteristics of a slate/party (a group of 2 or more persons), as outlined by the Election Code, and does not meet the Slate Filing Requirements noted above, then they will be subject to disqualification.

#### 8.1.4

Campaigning is not permitted at the time and place of voting. Campaign participants are not permitted to campaign in the presence of an Association member who is casting their vote, so as to persuade the Association member to vote for or against a ballot proposition. Campaign participants will be responsible for observing this limitation at all times. This does not prohibit

campaign participants from casting their vote, provided that they are Association members. **The regulation herein contained does not apply to online Campaigning.**

- Aidan motions to approve the Non-Substantive changes to the Election Code, Emily seconds
- By motion of 13-0-0 the motion passes, Non-Substantive changes to Election Code have been approved

## **Time Sensitive Changes**

### **3.2.3.c**

All signatures collected for an initiative, recall, petition for candidacy, or constitutional amendment, in order to be considered valid, must have a signature, the signer's printed name, their UCLA student identification number, and the date they signed the petition. In addition, in order for a signature to be valid, the signer must be registered and enrolled as an undergraduate student at the time of validation. **Electronic signatures shall have the same effect as a physical signature; alternatives to signatures in light of special circumstances may be offered at the discretion of the Elections Board Chair provided they are collected using a secure and confidential method approved by the Elections Board Executive Committee and its University appointed advisor.**

### **5.1.2.a.ii**

The candidate will be responsible for obtaining the names, signatures, and student identification numbers of ~~100~~ **50** currently registered and enrolled undergraduate students on the petition for candidacy.

### **11.1.2**

The **Executive Investigations Committee** will establish an Infractions & Penalties Guideline **subject to approval of the Elections Board Chair**, but reserves the right to vary penalties on a case-by-case basis. **The Infractions & Penalties Guidelines shall be made public to the Association through the Elections Board website and other means determined as necessary by the Elections Board Chair.**

### **5.2.2.g**

*Candidates and Designated Campaign Representatives must sign a statement reaffirming the following: My participation in the forthcoming election will be undertaken in accordance with and will be governed by: All applicable University policies and campus regulations; the Undergraduate Students Association Constitution and Bylaws; and the Undergraduate Students Association Election Code, as interpreted and implemented by the Elections Board Chair. I acknowledge that I may be disqualified from the election process upon severe infraction of the Election Code in accordance with the Infractions & Penalties Guideline and at the discretion of the Elections Board.*

**I hereby acknowledge, accept, and affirm that my participation in the forthcoming election will be undertaken in accordance and will be governed by: All applicable University policies and campus regulations; the Undergraduate Students Association Constitution and Bylaws; the Undergraduate Students Association Election Code, as interpreted and implemented by the Elections Board Chairperson. I hereby agree to follow all rules and regulations surrounding the forthcoming election, as interpreted and implemented by the Elections Board Chairperson. I acknowledge that I may face sanctions and any other applicable penalties at any point during the election process upon any infraction of the Election Code in accordance with the Infractions & Penalties Guidelines and at the discretion of the Elections Board. I further acknowledge that I may be disqualified from the election process upon severe infraction of the Election Code in accordance with the Infractions & Penalties Guidelines and at the discretion of the Elections Board.**

### **5.2.1**

#### Responsibilities of the Candidate and the Designated Campaign Representative

- a. Candidates and Designated Campaign Representatives must attend the Candidate Orientation Meeting, which shall be held subsequent to the petition filing date on a school day designated by the Elections Board Chair, and approved by the USAC. Candidates may not send a proxy. Failure to attend without an excused absence will result in immediate disqualification from the election. An excused absence is defined as an unavoidable academic conflict (e.g. midterm) with a syllabus provided, a health emergency, religious observance, or family emergency.
  - i. The Elections Board may offer multiple Candidate Orientation Meetings, at the discretion of the Elections Board Chair, in light of special circumstances that warrant an accommodation. Candidates must attend one of these meetings.

#### 10.3.1

The Elections Board may host an official “Meet the Candidates” Event for all interested Designated Campaign Representatives no later than two (2) days prior to the commencement of voting. Designated Campaign Representatives are not required to attend. The Elections Board may also, at their discretion, include representatives of ballot propositions. The event will vary in location, date, and time as to be determined by the Elections Board for each specific election season. The format of this event shall be determined by the Elections Board Chair.

- a. In the light of special circumstances, the Elections Board may consider holding additional events at the discretion of the Elections Board Chair.

#### 3.2.3

~~Before the petition is circulated, the petitioner must inform the Elections Board in writing that the petition will be distributed.~~

Before the petition is circulated, the petitioner shall obtain the Elections Board’s approval. The Elections Board shall approve the petition once it as long as the petitioner informs the Elections Board in writing that the petition will be distributed and submit the language for the petition. The Elections Board shall approve the request for petition circulation within 48 hours. The Elections Board may only withhold approval of the petition if such language in the petition is libelous, contains false information, or poses a significant threat to campus climate or safety.

#### 2.13.7

The Elections Board must respond to any digital inquiries via the official Elections Board email from currently enrolled UCLA students ~~during outside of the election season within 24 hours~~ 72 business hours for emails received on official school days. ~~During 0 week, and on non-school days, the Elections Board may take up to 48 hours~~ up to a week to respond to any digital inquiries. During election season, the Elections Board must respond to any digital inquiries within 48 hours. During election week, the Elections Board must respond to any digital inquiries within 24 hours. During finals week and official breaks, the Elections Board does not have to respond to any digital inquiries until the first school day of the following quarter.

#### 1.2 Equal Protection

1. This Code is intended to ensure that each candidate is afforded an opportunity for election equal to that of any other candidate for that office, and proponents and opponents of referenda and propositions are afforded an equal opportunity for their participation in the election process.
2. No student, candidate, designated campaign representative, campaign participant, proponents and opponents of referenda and propositions shall engage in any action or behavior that undermine the equal opportunity to participate in the election process, ranging from the signature collection process of petitions to the certification of the election results.
  - a. The Elections Board shall have the authority to examine whether an action or behavior violates the equal opportunity to participate in the election process and accordingly issue appropriate penalties towards such violations; final discretion lies with the Elections Board Chair.
  - b. The Elections Board shall have the discretionary authority to define action and conduct that is a part of the election process.

#### 2.3.8

All ~~members~~ **Executive Committee members and staff members** of the Elections Board, shall be ineligible for election to any USAC office, and shall not take part in any campaign during their term. Any Elections Board **Executive Committee member** may be removed by a two-thirds (2/3) vote of the USAC at the recommendation at the discretion of the Elections Board Chair. An Elections Board **Executive Committee** member may be suspended from their duties pending the removal proceedings. **Any other Elections Board member may be removed at the discretion of the Elections Board Chair.** After the final determination of Elections Board members, a list shall be submitted to the Undergraduate Students Association President, the USAC, the University appointed Administrative Advisor, and the ASUCLA Historian for the historical files.

- Promise motions to approve the Time Sensitive changes to the Election Code, Breeze seconds
- By motion of 13-0-0 the motion passes, Time Sensitive changes to the Election Code have been approved

## **Further Discussion Changes**

### **2.2.1**

The Elections Board shall consist of an Executive Committee and may consist of Subcommittees: Investigations, Publicity, External Relations, Endorsements, and Finance. **The Elections Board shall also consist of a Transition Director.** The terms of all positions expire at the end of the Spring Quarter **with the exception of the Transition Director who shall serve until the formation of the succeeding Executive Committee.**

## **2.6 Duties of the Elections Board Transition Director**

1. The Elections Board Transition Director responsibilities and duties shall include to:
  - a. Prepare documents and archive them for future Elections Board Chairs;
  - b. Categorize and archive all the forms used by candidates as well as those requested by the current Elections Board Chair;
  - c. Create a final report for the Elections Board Chair of the next cycle as directed by the incumbent Elections Board Chair;
  - d. Assist the next cycle's Elections Board Chair in the recruitment process for members of the Elections Board;
  - e. Carry out such other functions and duties as required by the Elections Board Chair and the Election Code;
  - f. Carry out such other functions and duties as required under the USA Constitution and Bylaws.
2. The appointment time for the Elections Board Transition Director shall be no later than week 1 of spring quarter.
3. The Elections Board Transition Director must be able to serve a full term upon appointment.
4. The Elections Board Transition Director shall not be a member of the Elections Board Executive Committee nor have the ability to vote in Executive Committee decisions.
5. The Elections Board Transition Director may not apply for an appointed position on the Elections Board during their appointment. This shall in no way preclude the Elections Board Transition Director from resigning in order to apply for an appointed position on the Elections Board.
6. The Elections Board Transition Director shall serve until the formation of the succeeding Elections Board Executive Committee, resignation, or removal.

### **2.3.1**

~~The Elections Board Chair shall be appointed in the Fall Quarter or summer if a special election is to occur in the Fall Quarter, by the Undergraduate Students Association President and must be approved by the Undergraduate Students Association Council, herein referred to as the USAC. The Elections Board Chair will remain in office until their resignation or removal, or until the completion of the Spring Quarter.~~

The Elections Board Chair shall be nominated by the Undergraduate Student Association President and must be approved by the majority of the quorum established by the Undergraduate Students Association Council, herein referred to as the USAC, during the Summer quarters following the conclusion of Spring Elections. The appointment shall be made through an impartial selection

of applicants solicited after the conclusion of USAC elections in Spring Quarter by the newly elected USAC officials. The Elections Board Chair will remain in office until their resignation or removal, or until the completion of the Spring Quarter.

### 5.1.3

USAC offices shall be filled following certification of the results of the General Spring Election ~~at the completion of the terms of the current USAC officers~~ and ~~the swearing in of the newly elected officials.~~

#### 5.2.1.f (shift current subclause f to g)

Candidates and designated campaign representatives shall provide the most recent complete list of senior campaign agents through means determined by the Elections Board Chair. Senior campaign agents are defined as students who have an active, defined leadership role on the campaign. Students working in a staffing capacity are exempt from this requirement. This list shall be updated as more senior campaign agents join the campaign during the Spring . Failure to provide or update all the names of campaign agents may result in sanctions.

1. All campaign agents shall fill out a short form as designated by the Elections Board Chair indicating that they accept and are fully aware of their status as campaign agents and agreeing to abide by the rules, regulations, and necessary consequences from campaign violations as implemented and interpreted by the Elections Board Chair. Failure to do so may result in sanctions imposed on the affiliated campaign.

### 11.2.2

Each candidate and Designated Campaign Representative is also responsible for the actions of all persons and organizations sponsoring, endorsing, or promoting their campaign provided they are operating as an agent of the campaign; ~~the Elections Board Executive Committee reserves the authority to determine whether a person is an agent of the campaign; final discretion lies with the Elections Board Chair.~~

#### 8.2.9.b.6

A candidate or slate may deny the action of any individual who violated the campaign rules in favor of some candidate, slate or group by denying said violator is their agent, ~~disavowing, denouncing, and disassociating involvement with the actions of said violator~~ within twenty-four (24) hours after the violation has been discovered and reported by the Elections Board to the slate signatory or candidate. This shall be done either in written form or verbally to the Elections Board. ~~In cases of more serious violations, a public statement containing the aforementioned items may be required at the discretion of the Elections Board.~~ Uncovered evidence that run contrary to the validity of the dissociation, denouncement or disavowment may result in further penalties at the discretion of the Elections Board. The Elections Board reserves the final discretion to determine whether the said violator has probable cause to act as an agent of a campaign. Final discretion with all aforementioned provisions lies with the Elections Board Chair.

#### 8.2.2.b.v.2

All ~~physical~~ campaign material and campaign literature must be approved by the Elections Board prior to its public distribution and abide by University policies. All digital campaign material and campaign literature must be approved by the Elections Board prior to its public distribution and abide by University policies. The Elections Board shall have 48 hours to review all campaign materials and notify candidates if they are approved. During 0 week, 10th week, the Elections Board may take up to 72 hours to approve campaign literature. During finals week and during official breaks, the Elections Board does not have to approve campaign literature until the first school day of the following quarter. The Elections Board may only withhold approval of campaign materials and/or campaign literature if such materials are libelous, contain false information, or pose a significant



threat to campus climate or safety. Any distributed campaign material or campaign literature that violates UCLA Student Conduct Code shall be referred to the Dean of Students Office or its designated representative.

- a. The unauthorized use of the Elections Board logo is strictly prohibited; campaign participants found in violation of the unauthorized use of the Elections Board logo will be subject to severe penalties including up to disqualification.

#### **8.2.7.a.c.x**

Claiming an endorsement of an individual, group, or slate without his/her/its consent.

1. Actors external to UCLA are permitted to endorse without an endorsement slip.
  - a. If said external agents and persons are paid to endorse, the candidates, Designated Campaign Representatives, and campaign agents must clearly indicate so in the distribution of the endorsement. All paid endorsements shall be clearly indicated in the campaign expense forms submitted by the Candidates and Designated Campaign Representatives to the Elections Board.
2. UCLA students are permitted to endorse without an endorsement slip.

#### **10.2.1.a**

Candidates and Designated Campaign Representatives who wish to participate in the debate are required to register with the Elections Board at the Candidate Orientation Meeting where they will also be advised on the rules and layout of the debates. All registered candidates must be present at the Candidate Debates after the confirmation of their attendance unless they send a written email to the Elections Board 48 hours prior to the debates, or they are subject to sanctions

- I. All registered Candidates and Designated Campaign Representatives must be present at the Candidate Debates after the confirmation of their attendance unless they send a written email to the Elections Board 48 hours prior to the debates. Registered candidates failing to show up to a debate as a registered participant are subject to sanctions. This requirement may be waived under extenuating circumstances at the discretion of the Elections Board Chair provided that the Candidate or Designated Campaign Representatives provide a valid reason justifying their belated notification of their absence at the Debates.

#### **10.2.1.f.i**

Audience members are expected to be mindful and respectful of everyone participating in the debates.

1. Candidates and campaign participants are responsible for their team actions and behavior;
2. The Elections Board reserves the right to impose sanctions depending on the severity of behavior from a candidate, slate or designated campaign representative during the debates.
3. The Elections Board reserves the right to restrict audience participation in the Debates if it determines that the audience behavior runs contrary to core values expected by UCLA Student Conduct Code. All audience members, including external actors to UCLA, are expected to abide by these standards.

#### **11.1.3**

The Elections Board Executive Committee and Elections Board Chair can delegate its authority to decide cases and impose the appropriate penalties to the Elections Board Investigations Director and the Elections Board Investigations Committee. This delegation of authority can be revoked at any time by the Elections Board Executive Committee and/or the Elections Board Chair; final discretion in regards to the delegation of investigative authority lies with the Elections Board Chair.

#### **11.4.1**

~~Elections Board decisions may be appealed in writing to the Undergraduate Students Association Judicial Board. Initial petitions for hearing shall be made by 5:00 p.m. on the second (2nd) official school day following said decision, unless evidence that can affect the election outcome pertinent to the case is made available after this deadline.~~

Elections Board decisions may be appealed in writing to the Undergraduate Students Association Judicial Board. Initial petitions for hearing shall be made by 24 hours following said decision. During voting week(s), appeals to Election Board decisions shall be made by 24 hours following said decision. Evidence for the said appeal must be submitted alongside the petition for hearing by the aforementioned deadlines. Late appeals shall not be accepted unless evidence that is substantially considerable to change the outcome of the election becomes available after the aforementioned deadlines. All appeals after the certification of election results shall be submitted within 12 hours. If no appeals are submitted within 12 hours, then the Chief Justice of the USA Judicial Board shall proceed with the swearing in of the elected officers at their discretion, officially approving the Elections Board Chair's certification of the results. All appeals submitted after this timeframe shall be considered moot after the certification of the results and shall not be accepted by the USA Judicial Board.

- Emily motions to approve the Further Discussion changes to the Election Code, Sachi seconds
- By motion of 13-0-0 the motion passes, Further Discussion changes to the Election Board have been approved

## **X. New Business**

### **TGIF Guidelines#**

Cooper

- No opposition, TGIF Guidelines are approved

### **Gen Rep 1 Resignation**

Riley

Naomi: I just wanted to flag for you all that council per our Constitution will have to nominate someone within 21 days and I will then bring them to council and then you all will conduct a formal interview and that is how the Gen Rep 1 position will be fulfilled. So my office is releasing the application so that students can start applying. I would really appreciate your help in publicizing them, I really want to make sure that students understand what this means. I also want to emphasize it is not an easy task taking on an office more than halfway through the year. So I think we should prioritize people that have some sort of experience, or even if they don't have experience, just have an extreme appetite to want to learn in a very fast paced environment. I would really appreciate your all's support in accomplishing this. So I think this is what we'll do, as the applicants come in I will split them up and we can pair you all or put you all into three and then we can find a good schedule so that we can all take part in conducting interviews. From there we can choose someone. I'm thinking that this application should close Sunday night at the latest.

Aidan: I know that the three weeks is a very daunting timeline but I was thinking it might be good to have the app open for at least a week just to get a good pool and then try to do some very quick interviews afterwards.

Naomi: Okay. Why don't we do this then, since there is an official notification today we can close it next Tuesday at 11:59pm and then start the interview process that following week. I would suggest that by Week 4 we try to appoint someone but at the latest Week 5.

## **XI. Adjournment\***

Riley

- Naomi adjourns the meeting at 11:08 pm

### **Good and Welfare**

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