

**GOVERNANCE COMMITTEE  
Meeting Minutes**

Thursday, August 30, 2018  
2:30 p.m.

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<b>CALL TO ORDER</b>	Maria Linares called the meeting to order at 02:30 p.m.
<b>ROLL CALL</b>	
<b>MEMBERS PRESENT</b>	Linares, Mahamuni, Mumford, Rodriguez and Sherman
<b>MEMBERS ABSENT</b>	None
<b>NON-VOTING MEMBERS PRESENT</b>	McDoniel and Robles
<b>NON-VOTING MEMBERS ABSENT</b>	None
<b>APPROVAL OF AGENDA</b>	(M) Rodriguez (S) Muhamuni moved to approve the agenda as presented.
<b>APPROVAL OF MINUTES</b>	No minutes.
<b>TIME CERTAIN</b>	
<b>PUBLIC SPEAKERS</b>	John Good, College of Humanities and Social Sciences Director expressed his excitement towards filling the last vacancy on the Board of Directors. Good reminded the committee to think about the students being represented.
<b>REPORT:</b>	
<b>DIRECTOR OF ADMINISTRATION</b>	McDoniel introduced herself as the advisor of the committee. McDoniel explained that the Governance Committee reviews, formulates, and recommends policies and resolutions to the ASI Board of Directors. McDoniel introduced her graduate student, Stachia Boykin, she would be working on assessment.  McDoniel reviewed the bylaws regarding vacancies and appointments. Refer to attachment for additional information.
<b>GOVERNANCE CHAIR</b>	Linares informed the committee that the committee would be discussing goals on September 13, 2018 Governance Committee.  The Governance Committee Meeting on September 06, 2018 was cancelled in order to encourage the committee to attend Convocation.
<b>UNFINISHED BUSINESS</b>	No unfinished business.
<b>NEW BUSINESS</b>	
<b>a. Action: Appointment of Director for the College of Business and Economics</b>	<b>Governance 18/19 001 (M) Rodriguez (S) Mumford</b> moved to approve the appointment of Director for the College of Business and Economics.

Linares welcomed the applicants and informed them the Governance Committee Meeting is a public meeting. They have the option to stay or leave the room after their interview.

The first candidate was Anthony Tran.

Tran thanked the committee and expressed his excitement. Tran presented his presentation and welcomed questions at the end.

Linares moved to asking Tran the interview questions.

Tran thanked the committee for their time.

Next applicant was Joshua Ochoa Guerrero.

Guerrero thanked the committee for the opportunity. Guerrero gave a brief introduction of his education and involvement on and off campus.

Linares moved to asking Guerrero the interview questions.

Guerrero thanked the committee for their time and the opportunity to interviewing for the position.

Linares informed the committee that Evelyn Macias was unable to attend the Governance Committee due to work obligations, but she submitted a brief bio.

Linares asked McDoniel to read the bio on behalf of Macias.

Linares moved into discussion of the candidates.

Mumford stated that all candidates were very strong and suitable for the position. Each candidate had difference experiences in different areas.

Linares moved into a roll call.

## ROLL CALL

ROLL CALL VOTES		
		<b>001</b>
<b>COMM</b>	Linares	Tran
<b>CBE</b>	Mahamuni	Tran
<b>ARTS</b>	Mumford	Tran
<b>ECS</b>	Rodriguez	Tran
<b>HSS</b>	Sherman	Tran
<b>Results</b>		5-0-0

**Governance 18/19 001 motion passed. Anthony Tran will be recommended to the Board of Directors Meeting, September 11, 2018.**

## ANNOUNCEMENTS/MEMBERS' PRIVILEGE

Torres reminded everyone about Discoverfest and All Day ASI.

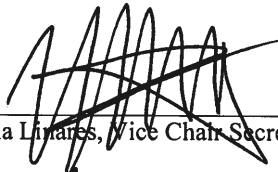
Torres reminded the committee to volunteer for All Day ASI.

Sherman informed the committee of the College of Natural Science and Mathematics back to school tailgate. October 10 would be a Harry Potter theme breakfast with the College Dean.

Linares reminded the committee that the September 06, 2018 committee meeting would be cancelled.

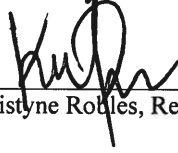
**ADJOURNMENT**

The meeting adjourned at 3:12 pm.



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Maria Linares, Vice Chair Secretary



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Kristyne Robles, Recording Secretary

## ASI Clerical Assistant

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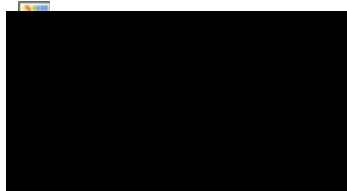
**From:** Robles, Kristyne  
**Sent:** Monday, August 20, 2018 10:40 AM  
**To:** ASI Clerical Assistant  
**Subject:** FW: ASI Board of Directors Vacancy Application [#33]

## ASI Board of Directors Vacancy Application

#33

**Applicant Name \*** Anthony Tran

**Applicant Address \***



**Primary Phone Number \***



**Secondary Phone Number**

**Applicant Email Address \***



**Applicant CWID \***



**CSUF Major/Minor \*** Business Administration/ Asian American Studies

**CSUF Class Level \*** Senior

**Expected CSUF Graduation Date (MM/YY) \*** 05/19

**What do you believe is the role of ASI on our campus and how does that role relate to this position? \***

The role of ASI is to provide meaningful opportunities and experiences for personal growth and engagement with the community. For some, this means the opportunity to volunteer, lead, or work, but for others, it is the chance to pursue social, cultural, and recreational opportunities. Through governance, programming, and funding, ASI serves its role with the means for an engaging and enriching experience at CSUF. As a director, this involves working collectively with the voting representatives from the eight academic colleges, and other student leaders to address ASI policy, approve funding for campus initiatives, and advocate for current perspectives of the student body.

**Tell us about any relevant past involvement or work experience that you have and how it will help you as a Director for your college. \***

Throughout my tenure at CSUF, I have accumulated a variety of relevant experiences which distinguish me as the best candidate for the position. My most recent experience was the Mihaylo Student Advisory Board (MSAB) with the vision to enhance the educational experience of Mihaylo students and expanded my contribution as its first ever chair. During these two years, we played an active role in better addressing their needs. For example, we evaluated the college's student success services (tutoring, career & business advising) and provided valuable feedback to the Associate Dean, Undergraduate Programs & Student Success to improve these services. In addition, we worked with the Assistant Dean, Student Affairs to evaluate Business Madness week, hosted by Business Inter Club Council on ways to improve their programming so more students can gain a better return on investment. Lastly, one particularly proud accomplishment of the MSAB is the communication survey. The Board developed and executed a communication survey to determine ideal ways to communicate with the Mihaylo student body and presented the findings to the college administration. As a result of my previous relevant involvement, I have the applicable experience of working with college administration and serving the student body to successfully lead as a Director for my college.

**Why are you applying to the ASI Board of Directors? What do you hope to accomplish and/or get out of the experience?**

\*

I like to drink milk tea, particularly from 7 Leaves. Every time I order a drink from there, each drink is imprinted with the following quote "be the change you wish you see in the world" (Gandhi). It inspires me every time. Although the changes we experience in life are inevitable, we have the ability to initiate personal change to rise up to the challenge and become a better person. My greatest pleasure isn't from serving myself, it comes from serving others which is why I am applying to the ASI Board of Directors. I am also currently involved with the club, Circle K with the tenets of service, leadership, and fellowship which helped teach me the importance of adopting a mentality of servant leadership. I want to make a difference in my community. I have taken my fair share selfishly in the past and now my previous involvement have led me to this next opportunity to serve. As part of the ASI Board of Directors, I hope to accomplish an even greater impact on my community. Perhaps it may lead to a career in student affairs in the future. Ultimately, I want to be the role model I never had for someone else, similar to what Gandhi encouraged.

**Please state any other information that you believe should be considered in this application.** \*

During the year when I most involved with ASI Street Team led by Kelly Zarate and Kaetlyn Hernandez, we did superlatives to celebrate the end of the year. My peers voted me as "most likely to become ASI president". The small trophy I received is somewhere in my room. This past spring, Circle K recognized also awarded me with the same superlative. Apparently, my track record of excellent involvement and strong work ethic is being recognized. Also, when I served as the chair of the Mihaylo Student Advisory Board and implemented Robert's Rules of Order. Based on the posted meeting minutes and agendas I read, this comes in handy. Lastly, during my free time, I like to go to events on campus, including the diverse ASI programming does weekly and special events like Spring Concert! Through my

regular attendance at CSUF athletics, I have redeemed prizes from the Titan Pride Center too. I look forward to seeing my application on the BOD meeting minutes and hearing back. Go Titans! :)

Please upload your resume in PDF format. If you need help learning how to save a file as PDF visit <http://www.adobe.com/products/acrobat/print-to-pdf.html> \*



[tran\\_anthony\\_\\_resume\\_asl\\_bod\\_mcbe.pdf](#) 307.67 KB · PDF

**Associated Students, CSUF, Inc.  
California State University, Fullerton  
Voluntary Authorization for Educational Record  
Disclosure**

I hereby acknowledge that I have read, understand, and agree to the preceding statement.

#### **A. University Policy**

University policy prohibits the release of personally identifiable information from the educational records of students without their prior written authorization. Exceptions to this policy include: a) release of such information to a specified list of officials with legitimate educational interest in the record, b) the release of such information in response to a court order, health or safety emergency, or approved research project, or c) the release of public directory information which has not been previously restricted by the student.

#### **B. Associated Students, CSUF, Inc. Authorization**

I authorize Associated Students, CSUF, Inc. to access my academic transcript/record to verify my eligibility for its programs and/or positions. I understand that the information accessed may include, but not be limited to, semester and/or overall/cumulative/CSUF grade point averages, unit totals, number of semesters completed, and/or conduct/disciplinary records.

I understand the purpose of this disclosure is to ensure that I meet the minimum requirements established by the university and the ASI. I understand that this authorization will remain in effect as long as I remain involved with a position or program of the ASI and/or do not submit a revocation of this authorization to ASI Leader and Program Development. \*

Digital Signature of Authorization and Certification of Application

Anthony Tran

Enter Your Name \*

Enter Your CWID \*



Date \*

Monday, July 9, 2018

Created

**9 Jul 2018**

3:50:29 PM **PUBLIC**

[204.126.64.99](#)

IP Address

# ANTHONY TRAN

LinkedIn: [www.linkedin.com/in/anthonytrn00](http://www.linkedin.com/in/anthonytrn00)

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**OBJECTIVE:** To serve on ASI's Board of Directors for the Mihaylo College of Business and Economics and to "be the change you wish to see in the world"

## EDUCATION:

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*California State University, Fullerton*

**January 2019**

- Bachelor of Arts: Double major in Business Administration and Cinema & Television Arts
  - Business concentration in Entertainment and Hospitality Management
  - *Study Abroad, Centro de Enseñanza Técnica y Superior // Ensenada, Mexico*
  - *Study Abroad, American Institute of Foreign Study // Florence, Italy*

**July 2016 & July 2017**  
**May – July 2017**

## WORK EXPERIENCE:

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*Intern, California Film Commission, Hollywood, California*

**March 2018 – June 2018**

- Conducted competitive research of withdrawn applicants from the Tax Credit Program and tracked volume of filming "runaway productions" in other regions (states and/or countries)
- Tracked withdrawn productions and compiles statistical reports on lost jobs, wages, and total production inside and outside of California and maintained official tax credit applicant materials for active, waitlisted, and inactive projects
- Updated records in the Tax Credit Program database including applicant information, production contact information, production schedule, and labor statistics

*Student Assistant, Admissions and Records, California State University, Fullerton*

**March 2015 – July 2017**

- Performed administrative functions related to college admissions and records including typing and distributing correspondence; receive, open, and sort incoming mail
- Collaborated with department offices to reproduce the registration guide with accurate and updated information
- Disseminated important admissions and records policies, procedures and deadlines to the campus community
- Guided and troubleshoot students with course registration, including adding, dropping, and withdrawing processes

## LEADERSHIP EXPERIENCE:

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*Chair, Student Advisory Board, Mihaylo College of Business and Economics*

**August 2017-May 2018**

- Preside monthly meetings on effectiveness of college initiatives, programs, and other topics
- Represent and embody the university and college brand through various events
- Provide feedback on college website, student programming, and academic accreditation curriculum
- Collect surveys from business student to improve college marketing communications effectiveness

*Member, Circle K International*

**February 2017 – Present**

- Organize various events to promote club member service, leadership, and fellowship within the community

*Director of Communication, Pi Sigma Epsilon – Gamma Alpha*

**October 2016 – January 2017**

- Initiated and fostered relationships with other on campus organizations to promote club related programming

## SKILLS:

- 
- Microsoft Office programs: Word, Excel, PowerPoint (Keynote for Macs), and Outlook
  - Social media outlets applications: LinkedIn, Facebook, Snapchat, Instagram, Twitter, and YouTube

## AWARDS AND CERTIFICATIONS:

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*Dean's Honor List, Mihaylo College of Business and Economics*

- Awarded to only about 6% of undergraduate students who earn a grade point average of 3.5 or above for 12 or more units of graded semester coursework in the Mihaylo College of Business and Economics




## ASI Clerical Assistant

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**From:** Robles, Kristyne  
**Sent:** Monday, August 20, 2018 10:41 AM  
**To:** ASI Clerical Assistant  
**Subject:** FW: ASI Board of Directors Vacancy Application [#28]

## ASI Board of Directors Vacancy Application

#28

Applicant Name *	Evelyn Macias
Applicant Address *	 [Redacted]
Primary Phone Number *	[Redacted]
Secondary Phone Number	
Applicant Email Address *	[Redacted]
Applicant CWID *	[Redacted]
CSUF Major/Minor *	Business Administration in Marketing
CSUF Class Level *	Senior
Expected CSUF Graduation Date (MM/YY) *	05/20

**What do you believe is the role of ASI on our campus and how does that role relate to this position? \***

ASI is a gateway for students to develop critical skills through the organization of events, programs, and services. Through these opportunities, ASI allows students to gain employment experience and a chance to practice leadership. Along with the skills the students have a chance to have a voice within the school. With the Board of Directors, students have a change to get involved with their college and really hear the students needs. The ability to represent the students gives a government role within ASI and allows the students to have a voice.

**Tell us about any relevant past involvement or work experience that you have and how it will help you as a Director for your college. \***

I've been involved in ASI for a whole year and have had the chance to learn how ASI works for the students and how the students respond. As a Titan Pride Promoter, I had an amazing opportunity to be able to interact with the whole campus. Creating relationships with each student, you get to listen to multiple perspectives on how they feel about attending CSUF. Also being involved with our Spring Concert as the marketing coordinator of 2018, I had a chance to see how the development of the activity that production created for students impacted them with honest opinion. This position will allow myself to specifically address the concerns of my college.

**Why are you applying to the ASI Board of Directors? What do you hope to accomplish and/or get out of the experience? \***

My goal has always been to have a voice with in the school. Entering through the titan pride center, I have had a chance to understand both side, the schools and students. I plan to gain important leadership and communication skills, helping students gain the enthusiastic feeling in attending CSUF because we can make a difference.

**Please state any other information that you believe should be considered in this application. \***

I am fluent in Spanish and have the ability to adapt to any given situation.

**Please upload your resume in PDF format. If you need help learning how to save a file as PDF visit <http://www.adobe.com/products/acrobat/print-to-pdf.html> \***



[social\\_media\\_resume\\_.pdf](#) 307.07 KB · PDF

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**B. Associated Students, CSUF, Inc. Authorization**

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Digital Signature of Authorization and Certification of Application

Evelyn Macias

Enter Your Name \*

Enter Your CWID \*



Date \*

Friday, June 29, 2018

Created

**29 Jun 2018**

4:38:03 PM PUBLIC

[99.67.57.140](#)

IP Address

# EVELYN MACIAS

## EDUCATION

California State University, Fullerton

May 2020

Bachelor of Arts in Business Administration

Concentration in Marketing

## EXPERIENCE

**Associated Student Inc. , CSUF**

August 2017- May 2018

*Marketing Promoter*

- Communicated with students and faculty about Athletic Events and ASI Events
- Distributed and processed Marketing Services on social media platform : Instagram and Twitter
- Coordinated with a team of 10 to create effective marketing strategies to excite students and faculty about school events

**Coffee Bean and Tea Leaf**

May 2016- November 2016

*Barista/ Cashier*

- Issued receipts, refunds, credit and/or change
- Established strong connection with customers on a everyday basis

**Frosty Forest & Pumpkin Patch**

October 2014- December 2017

*Cashier*

- Generated cash transaction
- Answered customers' questions, and provide information on procedures or policies
- Issued receipts, refunds, credit and/or change

## INTERNSHIP

Associated Student Inc., CSUF

**Spring Concert Marketing Specialist**

August 2017- May 2018

- Managed social media platforms (Instagram and Facebook)
- Worked with a team of 7 to provide vendors, attractions, promotional items for the event

## SKILLS

Bilingual in Spanish

Confident with Microsoft ( Word, Excel, PowerPoint, Outlook) and Adobe Illustrator


## ASI Clerical Assistant

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**From:** Robles, Kristyne  
**Sent:** Monday, August 20, 2018 10:40 AM  
**To:** ASI Clerical Assistant  
**Subject:** FW: ASI Board of Directors Vacancy Application [#34]

## ASI Board of Directors Vacancy Application

#34

Applicant Name *	Joshua Ochoa Guerrero
Applicant Address *	 [Redacted] [Redacted] [Redacted]
Primary Phone Number *	[Redacted]
Secondary Phone Number	
Applicant Email Address *	[Redacted]
Applicant CWID *	[Redacted]
CSUF Major/Minor *	Business Administration
CSUF Class Level *	Senior
Expected CSUF Graduation Date (MM/YY) *	05/19

### What do you believe is the role of ASI on our campus and how does that role relate to this position? \*

The role of ASI is to serve as the governing body whom answers to the wants and needs of the student body. ASI relates to the Board of Directors position because whomever holds the representative seat must uphold the values of the students, serve for the students, and represent the students. The role I am applying for relates directly to the role ASI has, on a smaller scale. Rather than represent the campus as a whole, I will represent Mihaylo and my fellow students. I will serve as the voice and the source of communication between the general student body, campus partners, and student leaders with the purpose of helping Titans reach higher.

Tell us about any relevant past involvement or work experience that you have and how it will help you as a Director for your college. \*

My previous experience and the skills gained from my time serving as Director of Alumni Relations for the United Latino Students Association, will contribute tremendously towards my performance as the Director for Mihaylo College of Business and Economics. As the Director of Alumni Relations, I made it my duty to answer to the needs and requests of the student member body. I was able to establish quick and efficient communication between 400+ alumni and our organization, and I was also able to connect student members with Alumni who were established professionals within the student's field of interest. Along with my personal duties, I assisted in the administration and planning of various professional events meant to equip our student members with the necessary skills required to succeed as post graduate professional.

I have also recently been appointed the Vice President of the Orange County Hispanic Youth Chamber of Commerce. While accepting the position, I have made it my promise to the student member body to assist in the governing of the organization to the best of my abilities, to uphold the values of our organization, and to direct the organization towards a vision that our members collectively share.

My experience as both the United Latino Student Association Director of Alumni Relations and Vice President of the Orange County Hispanic Youth Chamber of Commerce have built my foundation for professionalism and dependability required to serve as the Director of my college.

**Why are you applying to the ASI Board of Directors? What do you hope to accomplish and/or get out of the experience?**

\*

I am applying for the ASI Board of Directors because of my passion behind education and my ability to serve as the voice of a student body. I have enjoyed both my experience in leadership and the fulfillment that empowering other students brings me, while still being a member of the same student body that I serve. The camaraderie behind being a leader of a student body that you directly identify with, empowers both the leader and the students. As a Director, I hope to serve the students of the Mihaylo College of Business and Economics through camaraderie by personally listening to the opinions and thoughts of students, whether it be through direct conversation or through comments heard in the hallways of Mihaylo, and applying that towards any decisions I make as a Director.

I also hope to better the Titan experience for students through encouraging all students to further involve themselves with organizations on campus and to chase leadership within their preferred organizations. Through various organization affiliation and leadership roles, I have personally experienced the growth and enhancement of the college experience firsthand, while also watching other students who follow similar paths grow and professionally develop. As a result, I feel that affiliation and leadership can drastically change the college experience and promote professional growth.

While serving the students of Mihaylo as the Director, I hope to continue to grow myself as a professional and to leave my mark at Cal State Fullerton. Cal State Fullerton has been my home since 2015, has been the center of some of my favorite memories as a student, and has provided me numerous opportunities that have served as the bricks to the foundation of my future. As I approach the final stretch of my time at CSUF and begin my senior year, I have decided that I want to give back to the campus that has given me more than I could have ever imagined. I would love nothing more than to apply all I have learned throughout my time as a Titan, to serve fellow Titans.

**Please state any other information that you believe should be considered in this application.**

\*

If I am appointed Director, I will not be employed in order to allow me to further invest my time and efforts into the position. I will be managing my time between 15 course units and my position as Vice President of the Orange County Hispanic Youth Chamber of Commerce. I have also already spoken to my advisors from the Orange County Hispanic Chamber of Commerce and they are willing to work with my time restrictions if I am appointed as a Director amongst the board.

**Please upload your resume in PDF format. If you need help learning how to save a file as PDF visit <http://www.adobe.com/products/acrobat/print-to-pdf.html> \***



[joshua\\_choa\\_resume\\_2018.pdf](#) 85.76 KB · PDF

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Digital Signature of Authorization and Certification of Application

Joshua Ochoa Guerrero

Enter Your Name \*

Enter Your CWID \*



Date \*

Monday, July 9, 2018

Created

**9 Jul 2018**

8:21:20 PM PUBLIC

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IP Address



# Joshua Ochoa Guerrero

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## OBJECTIVE

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Seeking opportunities that will utilize and further sharpen my professional skills, and to be a part of a team that embodies comradery, with the benefit of experiencing professional growth.

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## EDUCATION

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### California State University, Fullerton

August 2015 - Present

Bachelor of Art, Business Administration

**Relevant Courses:** Business Marketing 351, Managerial and Financial Accounting 201 A&B, Business Management, Advanced Business Communications 301, Business Writing 201, Finance 320

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## WORK EXPERIENCE/ INTERNSHIP

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### Frito Lay

Sales Management Intern

June 2018 - Present

- Prepared and delivered sales presentations to customers and Frito Lay upper management, as required
- Interacted with store management and successfully executed sales in sales programs and initiatives
- Collected and interpreted statistical data using Frito Lay specific apps

### Law Offices of Julia Sylva

December 2017-Present

Paralegal

- Review legal material for internal use.
- Conduct research for multiple legal cases.
- Maintain and organize reference files
- Collect and organize evidence for hearings.

### Cal State Fullerton, Office of Alumni Engagement

January 2018-Present

Student Assistant

- Schedule meetings/interviews with CSUF Alumni.
  - Practice communication and interpersonal skills while interviewing alumni.
  - Assisted in the acquisition and retention of alumni members for CSUF's Alumni Membership.
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## EXTRA CURRICULAR ACTIVITIES

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### United Latino Students Association

August 2017 – Present

Director of Alumni Relations

- Contact and update alumni with any events that are approaching/seek support.
- Keep a database of 400+ alumni connected with the 13 chapters of ULSA from 13 individual universities.
- Coordinate and plan professional events for alumni and student members.

### Latino Business Students Association

August 2016 – Present

Event Planning Committee

- Attend professional/networking events to practice and establish professionalism.

### Pi Kappa Alpha Fraternity

May 2017 Present

General Member

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## SKILLS/QUALITIES

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- Bilingual Spanish/English
- Excellent in Microsoft Word, PowerPoint, Internet Research
- Great communication and public speaking skills.
- Ability to adapt quickly to new work environments and outstanding multitasking skills