

**ASSOCIATED STUDENTS OF IDAHO STATE
UNIVERSITY
EXECUTIVE CABINET AGENDA
SHIRLEY SARGENT FAMILY BOARDROOM, PSU
5:00 PM
October 16th, 2024**

- I. CALL TO ORDER – 5:05 PM

- II. ROLL CALL
 - a. 6 president cabinet members were present.
 - b. Absent: Programmer Alpha, Director Barlow, Director Price and Vice President Tracy.
 - c. Also present: Dr. Matt Daily, Vice President and Dean of Students.

- III. President, Neelam Mishra – President Mishra shared that this week, she is working with Vice President Tracy, Vice President Vidales, Secretary Madison, and Dr. Matt Daily to plan a visit to the Meridian Campus on November 7. She had a conversation with President Wagner on Monday, and he confirmed his attendance at a Senate meeting at any time in November, with specific dates yet to be fixed. He will also participate in the Wake-Up Wednesday booth on November 6. Additionally, she has a meeting scheduled with the State Board of Education tomorrow. She discussed the Lunch with ASISU event with Director Price and also followed up with Adam Bradford, VP Provost, to arrange a meeting regarding Resolutions 626 and 627

- IV. Vice President, Jennifer Vidales – Vice President Vidales shared that she has set up meetings with all committee chairs for next week and created a calendar invite for members to be able to facilitate scheduling meetings with her. Additionally, she is working on sending an email out to all clubs regarding club storage and is awaiting a response from Marketing and Communications about this year's gear order that she is working on.

- V. Vice President of Idaho Falls – Vice President Position vacant.

- VI. Vice President of Meridian, Tanner Tracy – Report shared by Secretary Madison: Vice President Tracy has emailed the Meridian Student Club Leaders and is working to set up individual meetings with each of them for the coming week. Additionally, he is coordinating with the Meridian SAB to assist with next Wednesday's "Bengal Wednesday" and determine what help they need in organizing the event.

- VII. SAB Representative - Programmer, Andrea Alpha – Programmer Alpha absent.

- VIII. Pro Temp – Senator Pro Temp, Duncan Andrus – Senator Andrus reported that there was a discussion last week in Senate regarding makeup hours for the reporters, where several options were considered. He encouraged everyone to share their opinions on this topic. Additionally, the timeline for the spring elections has been sent to the Rules and Appointments Committee.

- IX. Secretary, Eliana Madison – Secretary Madison shared that the teams polo’s came in this week! Apart from this she has been continuing her normal duties. Along with this the October timecards and checklists have been updated.
- X. Director of Finance, Zachary Grima – Director Grima shared that he is presenting a funding presentation to the Senate tonight regarding all funding aspects related to their responsibilities as senators. He met with Val, Tamyé, and Owen for an audit meeting, where they discussed questions related to renewing contracts for ongoing work. Additionally, a resolution and meeting insights are being prepared in the Mechanical Engineering department to support all students.
- XI. Director of Public Relations, Sofia Peach – Director Peach nothing to report.
- XII. Director of Community Relations, Kara Price – Shared by Secretary Madison: Director Price has been finishing up some things for Lunch with ASISU. Just waiting for funding to be approved and then we're all set. We're planning for Nov. 20th from 12-1:30pm. Also, she is still working through the governing documents pertaining to elections.
- XIII. Director of Academic Affairs, Aaron Barlow – Director Barlow absent.
- XIV. Director of Student Affairs, Austin Job – Director Job shared that this week, he met with Director Barlow and realized that the first step toward establishing universal class time blocks is to talk to the Registrar's Office, which Director Barlow has offered to take on. The goal is to reduce overlap between colleges by spring or fall semester next year. He has also built a student survey to clarify if there is a way to provide funding without going through Finance. He is presenting tonight on scholarship funding.
 - a. Director Grima noted that ASISU funding must go through ASISU.
- XV. Elections Commissioner, Kyle Price – Commissioner Price has continued working this week on the election code, determining necessary changes. He met with Senator Nugent to discuss the election code and modifications made to the point of no return, ensuring that applications can be efficiently processed.
- XVI. Deputy Elections Commissioner – Commissioner Position vacant.
- XVII. OTHER
 - i. Discussion
 - a. Director Peach asked how many weeks in advance should we start posting for the election?
 - b. Commissioner Price shared that a few weeks before the candidate meeting, then continue leading up to it. He also asked how to send an election email to the entire student body.
 - c. President Mishra: For this there will need to be a Request for a mass email application on the ISU website.
 - d. Commissioner Price shared his plan to create a step-by-step guide on how to access the ballot, making it as easy as possible, and send it to everyone

- e. President Mishra suggested that for this plan we should instead of pictures, add a link to watch the process.
- f. Commissioner Price shared that his plan was to use GoodNotes to compile pictures and notes in one document.
- g. President Mishra suggested that we could include that document guide on Instagram.
- h. Director Peach shared that we could work with Craig Joseph as well; submit a work order for greater reach.
- i. President Mishra provided the input to ensure everything is the right size for TV displays. All materials must go through marketing.
- j. Director Peach shared that the graphic design team should work on this; submit a work order for the materials.
- k. Director Grima shared that there is a budget of \$1,000 for election promotions.
- l. President Mishra suggested that we could include giveaways from this budget.
- m. Secretary Madison asked if Kyle can be part of the hiring process for the deputy election commissioner.
- n. Commissioner Price suggested that he could step out for Kara's interview to avoid any accusations of bias.
- o. President Mishra shared that she supports him being present there.
- p. Director Grima followed up on the finance question Austin asked, you can use the executive discretionary fund without going through the entire process.
- q. President Mishra shared that using this money requires approval from $\frac{2}{3}$ of the executive cabinet.
- r. Director Job suggested that members could use office hours to provide an opportunity to gather student opinions around the SUB. He shared more details about the questions he wants to ask, requiring a syllabus.
- s. President Mishra shared that she is planning to meet with the Faculty Senate regarding this required syllabus project; it's a challenging process.
- t. Director Job asked if it would still be useful to gather student opinions on this project.
- u. Vice President Vidales shared her perspective that there's an interesting connection to the book bundle; it may cause issues by requiring this from GED classes, potentially diminishing interest in department-motivated electives.
- v. President Mishra shared her idea that this requirement should apply to Gen Ed courses.
- w. Director Job suggested the allocation of a budget amount to buy snacks for members, leaving a stockpile for everyone to pull from.
- x. Secretary Madison shared her perspective that If we do that, it will all get eaten quickly by ASISU members.

XVIII. ROLL CALL

- a. 6 president cabinet members were present.
- b. Absent: Programmer Alpha, Director Barlow, Director Price and Vice President Tracy.
- c. Also present: Dr. Matt Daily, Vice President and Dean of Students.

XIX. ADJOURN

- a. President's Cabinet adjourned at 5:30 PM