

**ASSOCIATED STUDENTS OF IDAHO STATE
UNIVERSITY
EXECUTIVE CABINET MEETING
SHIRLEY SARGENT FAMILY BOARDROOM, PSU
5:00 PM
March 12th, 2025**

- I. CALL TO ORDER – 5:00 PM
- II. ROLL CALL
 - a. 8 President Cabinet members were present.
 - b. Absent: Director Grima and Director Job.
 - c. Also present: Dr. Matt Daily, Assistant Vice President and Dean of Students.
- III. President, Neelam Mishra – President Mishra shared that she attended the PIE Celebration Week and hosted a Gen Z trivia event today, where she with Senator Halter and Vice President Vidales gave away some gear pack T-shirts. She is also preparing for her trip to Moscow for the upcoming fee hearing on April 16th and 17th.
- IV. Vice President, Jennifer Vidales – Vice President Vidales shared that the shirts for the gear pack arrived today, and the rest of the items will be coming in next week.
- V. Vice President of Idaho Falls – Vice President position vacant.
- VI. Vice President of Meridian, Tanner Tracy – Vice President Tracy is working with Ali Crane and the MeridianSAB Board to set up a Bingo Night at the Meridian campus while continuing outreach efforts to inform everyone about the ASISU in Meridian event.
- VII. SAB Representative - Programmer, Andrea Alpha – Programmer Alpha absent
- VIII. Pro Temp - Senate Pro Tempore, Emily Ramani – Senator Ramani nothing to report.
- IX. Secretary, Eliana Madison – Secretary Madison informed members that their March timecards and checklists are due by Thursday, March 20th, at 5 PM. Yesterday, she purchased snacks for survey tabling, election tabling, and the Meridian trip. She also bought headphones, a speaker, gift cards, and water bottles for the election giveaway. The remaining election giveaway items and additional gift cards for the survey will be purchased tomorrow.
- X. Director of Finance, Zachary Grima – Director Grima’s report shared by Secretary Madison: The budget process follows a structured timeline, beginning with a one-week period for line items to submit budget calls, which ends on Friday, March 14th. Next week, five hours are allocated for budget defense and review, concluding on Thursday, March 20th. The budget entry for the master copy will be completed on Friday, March 21st, followed by a Senate vote on Wednesday, March 26th. If everything is in order, the finalized budget will be packaged and sealed for delivery to the university finance department on Thursday, March 27th.

- XI. Director of Public Relations, Sofia Peach – Director Peach attended the Faculty Senate meeting and shared the Book Bundle Survey with them so they could fill it out. The main findings from the survey indicate that the program does not save students money and is difficult to opt out of, suggesting it should be an opt-in rather than an opt-out system. Additionally, the flyer for the Meridian trip has been completed.
- XII. Director of Community Relations, Kara Price – Director Price is continuing efforts to coordinate with the Bannock Youth Foundation to arrange a time for their program to be present on campus.
- XIII. Director of Academic Affairs – Director of Academic Affairs position vacant
- XIV. Director of Student Affairs, Austin Job – Director Job shared the breakdown of the student survey data and is meeting with Melissa Caudle, Director of the Wellness Center, and, Amber Greening, Counseling and Mental Health Center Social Worker to review the data and discuss potential opportunities and plans.
- XV. Election Commissioner, Kyle Price – Commissioner Price nothing to report.
- XVI. Deputy Election Commissioner, Josh McCubbin - nothing to report
- XVII. OTHER
 - A. Discussion
 - 1. Director Job shared the breakdown of the results from the student survey.
 - 2. President Mishra will begin reaching out to IT Services to determine the necessary steps to implement the previously discussed laptop loaner program. She will be working closely with Dr. Matt Daily to get the program up and running.
 - 3. Dr. Matt Daily expressed his willingness to serve as the connection to IT to assess their capacity to manage the program, including checking in and out laptops and wiping them between uses.
 - 4. Further discussion took place regarding which laptops should be made available to students and the best approach to launching the program.
- XVIII. ROLL CALL
 - a. 9 President Cabinet members were present.
 - b. Absent: Director Grima.
 - c. Also present: Dr. Matt Daily, Assistant Vice President and Dean of Students.
- XIX. ADJOURNMENT
 - a. President Cabinet adjourned at 5:31 PM.