

**ASSOCIATED STUDENTS OF IDAHO STATE
UNIVERSITY
EXECUTIVE CABINET MEETING
SHIRLEY SARGENT FAMILY BOARDROOM, PSU
5:00 PM
November 13th, 2024**

- I. CALL TO ORDER – 5:00 PM
- II. ROLL CALL
 - a. 9 President Cabinet members were present.
 - b. Absent: Programmer Alpha.
- III. President, Neelam Mishra – President Mishra nothing to report.
- IV. Vice President, Jennifer Vidales – Vice President Vidales shared that she met with a student to discuss creating a space for Native American students to gather and collaborate, especially in light of the current political climate in Idaho.
- V. Vice President of Idaho Falls – Vice President position vacant.
- VI. Vice President of Meridian, Tanner Tracy – Vice President Tracy shared that he has been emailing all the clubs that participated in the Meridian "Lunch with ASISU" to gather feedback for future events. He has also been working on organizing Bengal Wednesday with the Meridian SAB Director for next week.
- VII. SAB Representative - Programmer, Andrea Alpha – Programmer Alpha absent.
- VIII. Pro Temp - Senate Pro Tempore, Duncan Andrus – Senator Andrus shared that, last week in Senate, we approved the reactivation of the American Choral Directors Association Club. He also encouraged members to participate in the 1901 Student Alumni Association event and informed them that he will share the RSVP link for this event in the Google Chat.
- IX. Secretary, Eliana Madison – Secretary Madison reviewed some important expectations and policies regarding attendance, task completion, and corresponding deductions for executive members. To be marked "present," you must be in the room when roll is called; if you miss roll call, you will be marked absent. If you are briefly missed due to being late or stepping out, please contact her privately afterward, and she can update your attendance. You are allowed three unexcused absences per semester, but you must notify her at least 24 hours in advance for any excusable absence. As cabinet members, you are responsible for completing timecards, meeting office hour requirements, and submitting checklists on time. Missing or incomplete timecards and office hours will result in a \$6.67 deduction per week. Checklists are due by 5:00 PM on the last Thursday of each month, with penalties for late submissions: \$20 for President's Cabinet members, \$15 for the Election Commissioner, and \$50 for executive members. She will monitor all attendance and task completion, and at the end of each month, she'll send out an update on your progress. At the end of the semester, she'll submit any deductions to the scholarship office, and outstanding balances will be billed to your account. The goal is to ensure professionalism and accountability, so please reach out to her proactively if you need adjustments or encounter issues.

- X. Director of Finance, Zachary Grima – Director Grima shared that he spent the week in several meetings, including with the Student Leadership and Engagement Center, where they discussed Benny’s funding and reviewed incentive forms that were submitted. They’re working on figuring out how to process and facilitate communication with all of these forms. He also collaborated with the audit team, as they’re nearing the end of the semester’s audit and preparing the final deliverables. They’re working on establishing a stipend to maintain records and archiving them with the library. Additionally, he’s been finalizing the budget flowchart to ensure everyone clearly understands the process and where the money comes from. Senators have shown support for two drafted resolutions, which will be introduced tonight in the Senate. WE will also be voting on the Benny’s Pantry funding and hosting Lesa Crawford in Finance tonight.
- XI. Director of Public Relations, Sofia Peach – Director Peach shared that last week, she put up flyers and created marketing materials for other upcoming events. She also tabled for the scholarship workshop, and according to the RSVP form there are currently 45 people signed up to attend.
- XII. Director of Community Relations, Kara Price – Director Price shared that she will be tabling at Bingo tomorrow night to help gather donations for Benny’s Pantry and to promote attendance for next week’s "Lunch with ASISU," scheduled from 12:00–1:30 PM.
- XIII. Director of Academic Affairs – Director of Academic Affairs position vacant
- XIV. Director of Student Affairs, Austin Job – Director Job shared that the scholarship workshop is tomorrow, with 45 people currently RSVP'd so there should be a solid turnout. Deb Green will be speaking, and then there will be an opportunity to apply and find good scholarships. In six months, an email will be sent to participants asking if they received scholarships and if the workshop was helpful. He’s been talking with a previous ASISU member about putting the entire budget we are sitting on into an endowment and using the interest from that to fund scholarships. He’s also collecting student opinions and will be speaking with Public Safety about cameras this coming week. Additionally, he is planning to meet with Vice President Vidales to get help with standardized class time scheduling since we don’t have an academic affairs position.
- XV. Election Commissioner, Kyle Price – Commissioner Price shared that he finished interviews for Deputy Election Commissioner this week, and the candidate will either be approved or denied by the Senate tonight. The IT department is going to hold a dummy election to ensure everything runs smoothly for the actual election.
- XVI. Deputy Election Commissioner - Deputy Commissioner position vacant.
- XVII. OTHER
 - a. Discussion
 - i. Director Grima: We are not allowed to pursue the endowment idea, as our funds are held by the Finance Department. We don’t control the funds; we just have access to them. He is willing to explore this idea further with people higher up in the university and finance process.
 - ii. There was also discussion about the ASISU Spring 2025 Scholarships.

XVIII. ROLL CALL

- a. 9 President Cabinet members were present.
- b. Absent: Programmer Alpha.

XIX. ADJOURNMENT

- a. President Cabinet adjourned at 5:23 PM