ASI Executive Committee 24/25
Illeana Carmona Chavez
Chair and Chief of Staff

Octavio Martinez
President & CEO
Vice Chair

Ashley Lizarraga
Vice President of Finance & Operations

Elaine Pollard
VP of Student & University Affairs

Advisors
Annie Macias
Executive Director

Ashley Fennell
Associate Executive Director

ASSOCIATED STUDENTS, INC.
CAL STATE SAN MARCOS

ASI Executive Committee Agenda 25 - 07
February 5, 2024, at 11:00 am
ASI Conference Room USU 3700
Posted: January 31, 2025

ITEM	SUBJECT	PRESENTER
01	**Call to Order**	Illeana Carmona Chavez Chair and Chief of Staff
02	**Roll Call**	Illeana Carmona Chavez Chair and Chief of Staff
03	**Recognition of Guests**	Illeana Carmona Chavez Chair and Chief of Staff
04 Action	**Approval of Agenda**	Illeana Carmona Chavez Chair and Chief of Staff
05 Action	**Approval of Minutes**	Illeana Carmona Chavez Chair and Chief of Staff
06 Information	**Open Forum**	Illeana Carmona Chavez Chair and Chief of Staff
07 Action	**Updates to Cell Phone Policy** **Description:** Updated include updated language for reimbursements and documentation timeline and process. **Fiscal Impact:** None	Talisha St. John Business Operations Analyst Associated Students, Inc. Annie Macias Executive Director Associated Students, Inc.
08 Action	**Updates to Cash Handling Policy** **Description:** Changes to policy related to current processes for petty cash and checks. **Fiscal Impact:** None	Talisha St. John Business Operations Analyst Associated Students, Inc.
9 Action	**Updates to ASI Powered Cart Guidelines** **Description:** Updates include changes to key pick up process, reservation process, and permission for non-ASI to utilize cart. **Fiscal Impact:** None	Ashley Fennell Associate Executive Director
10 Information	**Reports**	Illeana Carmona Chavez Chair and Chief of Staff
11 Information	**Announcements**	Illeana Carmona Chavez Chair and Chief of Staff
12 Action	**Adjournment**	Illeana Carmona Chavez Chair and Chief of Staff

* Public comment will be limited to a maximum of 5 minutes per guest. Chair will determine allocated amount per meeting.