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 - 04
September 9th, 2024, at 9:00am
ASI Conference Room USU 3700
Posted: September 6th, 2024

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 ASI Travel Policy** **Description:** Edits include mileage rates, nightly lodging rate, and per diem **Fiscal Impact:** Yes; reimbursement for mileage and cost of nightly hotel will impact budget	Talisha St. John Business Operations Analyst Associated Students, Inc.
08 Action	**Update to the ASI Authorized Signature Policy** **Description:** Updates included correcting titles and adding names to assigned tasks used in current practices. **Fiscal Impact:** None	Annie Macias Executive Director Associated Students, Inc.
09 Action	**Update to ASI Conflict of Interest Policy** **Description:** Edits include spelling corrections. **Fiscal Impact:** None	Annie Macias Executive Director Associated Students, Inc.
10 Action	**Deletion of ASI COVID 19 policy** **Description:** Policy up for deletion based on no longer used for ASI operations. **Fiscal Impact:** None	Ashley Fennell Associate Executive Director Associated Students, Inc.
11 Information	**Reports**	Illeana Carmona Chavez Chair and Chief of Staff
12 Information	**Announcements**	Illeana Carmona Chavez Chair and Chief of Staff
13 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.