

**JUDICIARY MINUTES**

**Meeting #10**

March 19, 2019

**1. CALL TO ORDER**

Chief Justice Lizbeth Velasquez called meeting to order at 2:02pm.

**2. RECOGNITION OF JUSTICES, PARTIES AND PERSONS PRESENT/ ROLL CALL**

Voting Members Present

Lizbeth Velasquez, Chief Justice  
Reynaldo Barillas, Associate Justice  
Audrey Bui, Associate Justice  
Brittney Lizarraga, Associate Justice

Voting Members Absent

Christopher Forestiere, Associate Justice  
VACANT, Associate Justice  
VACANT, Associate Justice

Non-Voting Members Present

Dr. Patience Bryant, CSULB President's Designee  
Lindsay San Miguel, Asst. Director, Govt Affairs & Initiatives

Non-Voting Members Absent

VACANT, CSULB Faculty Representative

**3. PUBLIC OPINION**

There were none.

**4. ADDITIONS/CORRECTIONS AND APPROVAL OF THE AGENDA**

**(M) Barillas (S) Lizarraga to approve Judiciary Agenda, Meeting #10, March 19, 2019**

**VOTE ON THE MOTION**

**PASSES 4-0-0**

**5. JUDICIAL ANNOUNCEMENTS**

Work completed since last report:

- Booked room for know your rights: renters edition
- Will be April 17 from 6-7pm
- Submitted work order for renters workshop with ASI Communications
- We are looking to have at least one week of promotion on campus before the event
- Reached out to potential guest speakers the past week and will be following up this week
- LAFLA, Fair Housing Foundation, and Professor Whitehead
- Senate confirmed new Associate Justice
- Grade appeal language and guide for students on grade appeal policy

Goals for next two weeks:

- Meeting with ASI communications to solidify design and vision for Renters' Rights workshop
- Working with other judiciary members to complete their Know Your Rights workshops/projects
- Immigration workshop
- Political Awareness project
- Finalizing guest speaker for renters' workshop, refreshments, and food
- Complete grade appeal guide and language

Student Concerns:

- Peterson Hall 1 always has a foul odor in the rooms and distracts students at times

Anything Else:

- Let me know if there are any questions or concerns regarding your workshop or elections

## 6. INTERNAL PROCEEDINGS

### A. Approval of Minutes

- 1) Action Item: Judiciary Minutes, Meeting #9, March 5, 2019  
**(M) Lizarraga (S) Barillas to approve Judiciary Minutes, Meeting #9, March 5, 2019**  
**VOTE ON THE MOTION**

PASSES 4-0-0

### B. Additional Proceedings

- 1) Information Item: Justice Reports
  - Reports are public information and posted online
  - Report need to be:
    - Substantial: detailed orders of business/projects/projects, not just meeting names/office hours
    - Professional: proper language, utilize a person's title and full name, not just first name
    - Finalized: proper grammar, spelling, and format
- 2) Information Item: Certification of Election Results  
Reminder to be on time to the Special Meeting on Thursday, March 22<sup>nd</sup>, 8am, Senate Chambers (USU-234) to certify the election results. In the case of a run-off election, there'll be a special meeting on March 28<sup>th</sup>, 8am
- 3) Discussion Item: Know Your Rights Workshop  
Lizarraga: Met with Commissioner for AB540 and Undocumented Students Citlalli Ortiz to discuss how they can assist them in reaching out to DACA recipient students for a workshop.

Velasquez: how will you reach out to that specific community?

Lizarraga: Ortiz has a list of DACA recipients.

Velasquez: will this be a mandatory SOAR workshop, or will it be optional?

Lizarraga: it'll be optional.

Lizarraga: event date decision will be made within the next two weeks, whether to have workshop before the end of the semester or for the next Commissioner to conduct during the summer.

Velasquez: voiced concern that next year's AB540 Commissioner may not be appointed/confirmed in time for a summer workshop.

Barillas: anticipates the video script being completed within the next two weeks, April 16<sup>th</sup>, and the video being completed by April 26<sup>th</sup>. Was notified that Government Relations Officer Helen Rodriguez and Lobby Corps have offered their collaboration assistance.

San Miguel: create script foundation, send to Lobby Corps for their review/input before Spring Break, and return to Judiciary. Reminded that filming time and editing time need to be taken into consideration.

Lizarraga: requested that the joint collaboration script be presented at the next Judiciary meeting for Judiciary review and input.

Velasquez: collaborating with Forestiere on a Renters Rights; event date/time has been secured; advertising work order has been submitted to ASI Communications; working on securing guest speaker; emailed three organizations (Legal Aid Foundation of Los Angeles (LAFLA), Fair Housing, and CSULB Political Science Department) for guest speakers.

- 4) Discussion Item: Mid-term Checkpoint

Velasquez: are we hitting our goals and having effective communication?

Barillas: feels they're on track for achieving goal of informational video

Lizarraga: feel they're on track, especially it being a good step on moving from brochure to an informational guide.

Bui: will have a better idea of what they can accomplish, beyond their office hours, after going through their orientation, which has yet to happen.

Lizbeth: will set up a one-on-one with them to identify how to be most effective, even during office hours.

Velasquez: proud of justices' efforts/accomplishments and their using their time efficiently.

5) Discussion Item: Mock Hearing Recap

Velasquez: encouraged newly elected Bui review the Elections Handbook in preparation for any elections hearings.

## 7. REPORTS

### A. Senate

Velasquez: Bylaw amendment to remove Board of Elections (BOE), as duties will be absorbed by Government Elections Officer.; election of Academic Senator will be changed.

### B. Associate Justices

#### Barillas

Work completed since last report:

- Informed more students about Vacancies in Judiciary
- Volunteered for Coffee With The Candidates event
- Worked on the script for my informational video
- Informed students about the grade appeal process

Goals for next two weeks:

- Finish writing the script for the informational video
- Help add infographics to make the grade appeal information simple
- Help certify the election results

Student Concerns:

- None

Anything Else:

- Will attend the W.A.V.E. Student Conduct refresher training March 22

#### Lizarraga

Work completed since last report:

- Senate Meeting February 27th
- Senate Meeting March 6th
- Meet with the commission of AB 540 & undocumented students
- Completed two Grade appeals on Friday March 8th

Goals for next two weeks

- Work with Citlali for the immigration workshop
  - Partner with Citlali for summer SOAR program
- Continue working on "grade appeal guide"
- Attend COA meeting
- Elections!

Student Concerns

- N/A

Anything Else:

- Continue advertising AJ position

- Thank you!

San Miguel: in the grade appeals policy, is there a timeline requirement to form a grade appeals committee once an appeal has been filed? They've been notified by a graduate student that they and half their class filed appeals for a fall class and they've yet to be notified of their appeal status and a hearing date.

Velasquez: students have 40 days to file an appeal, and the department has 10 days to form a hearing committee.

Bryant: recommended that that student contact Dr. Cormack and the dean; student may also have grounds to file a grievance.

## **8. CLOSING COMMENTS**

There were none.

## **9. ADJOURNMENT**

**Without objection**, Chief Justice Velasquez adjourned meeting at 2:42pm.