

**EL CAMINO COLLEGE ASSOCIATED STUDENTS ORGANIZATION**

16007 Crenshaw Blvd, Torrance, CA 90506

**Executive Cabinet | Regular Meeting | August 31<sup>st</sup>, 2023, at 1:00 p.m. | COMS-101**

**NOTICE IS HEREBY GIVEN** that the Executive will hold a **Regular Meeting on August 31<sup>st</sup>, 2023 at 1:00 p.m. via COMS-101.** The Executive Cabinet reserves the right to suspend the orders of the day if necessary to conduct business. All Executive Cabinet meetings are held in locations that are wheelchair accessible. Other disability-related accommodations will be provided to persons with disabilities upon request. Persons requesting such accommodations should notify the Chair, Jose Merino, [asopresident@elcamino.edu](mailto:asopresident@elcamino.edu) no less than three working days prior to the meeting. The Executive Cabinet will make efforts to meet requests made after such date, if possible.

Pursuant to Government Code §54957.5: Supplemental materials distributed less than 72 hours before this meeting to a majority of the Executive Cabinet will be made available for public inspection at this meeting. Materials prepared by Executive Cabinet members and distributed during the meeting are available for public inspection at the meeting or after the meeting if prepared by some other person. Documents will also be posted in our OneDrive.

Please note that the full Agenda packet, which contains all attachments & reports, is available at the following: [Executive Cabinet OneDrive](#)

**I. ORDER OF BUSINESS**

**A. Call to Order –**

**B. Roll Call**

<b>Voting Members</b>	
<b>Jose Merino (Chair)</b> President	<b>Danielle Kabboul</b> Director of External Affairs
<b>Jeon Park</b> Vice President	<b>Oscar Hernandez</b> Director of Human Resources
<b>Kennedy Hayashi</b> Director of Finance	<b>Thanh (Emily) Phan</b> Director of Public Relations
<b>Maple Groves</b> Director of Academic Affairs	<b>Connor Lai</b> Student Trustee
<b>Nabeeha Muhammad</b> Director of Student Services	<b>Andres Osorio</b> Director of Equity, Diversity, and
<b>Alternate Voting Members</b>	
<b>Manuel Ortiz</b> Commissioner of Finance	<b>Vacant</b> Commissioner of External Affairs
<b>Vacant</b> Commissioner of Academic Affairs	<b>Vacant</b> Commissioner of Human Resources
<b>Vacant</b> Commissioner of Student Services	<b>Uzo Emhe</b> Commissioner of Public Relations
<b>Lily Nemzer</b> Commissioner of EDI	
<b>Advisors</b>	
<b>Ricky Gonzalez</b> Director of Student Development	<b>Debbie Allison</b> Advisor

Office		
Austin Toney Advisor		Tyler Strohl Advisor

**C. Public Comment -**

*This segment of the meeting is reserved for persons desiring to address the Executive Cabinet on any matter of concern that is not stated on the agenda. A time limit of two (2) minutes per speaker and ten (10) minutes per topic shall be observed. The law does not permit any action to be taken nor extended discussion of any items not on the agenda. The Executive Cabinet may briefly respond to statements made or questions posed; however, for further information, please contact the Chair, Jose Merino at [asopresident@elcamino.edu](mailto:asopresident@elcamino.edu) to request items of discussion to be placed on a future agenda. (California Government Code §54954.3).*

**II. CONSENT CALENDAR**

**A. Adoption of the Agenda**

*The Executive Cabinet will consider any amendments to the agenda.*

**B. Written Reports**

*Any member of the Executive Cabinet can submit written reports that do not require an action item.*

**III. OLD BUSINESS**

**IV. BUSINESS**

**A. Introductions**

**B. Cabinet Roundtable**

*The Executive Cabinet will reflect on the 2023-2024 ASO summer Retreat and discuss their personal and collective goals.*

**C. The Frequency of Senate Meetings**

*The Executive Cabinet will discuss the frequency of Senate Meetings*

**D. Creation of Accountability System**

*The Executive Cabinet will engage in discussion in regard to developing an accountability system for the 2023-2024 term.*

**E. Division of Tasks**

*The Cabinet will set up a division of tasks and leadership roles for ASO Pillar Programs throughout the year.*

**II. ORAL REPORTS**

**A. ASO Member Reports**

**B. ICC Reports**

**C. SUN Reports**

**D. Committee Reports**

**E. Advisor Reports**

**III. FUTURE ACTION ITEMS**

**IV. ADJOURNMENT**