

**ASSOCIATED STUDENTS OF IDAHO STATE
UNIVERSITY
EXECUTIVE CABINET MEETING
SHIRLEY SARGENT FAMILY BOARDROOM, PSU
5:00 PM
December 4th, 2024**

- I. CALL TO ORDER – 5:00 PM
- II. ROLL CALL
 - a. 9 President Cabinet members were present.
 - b. Absent: Programmer Alpha.
 - c. Also present: Dr. Matt Daily, Assistant Vice President and Dean of Students.
- III. President, Neelam Mishra – President Mishra shared that in collaboration with the Wellness Center she was a part of the STD Awareness and Education event held in Reed's Gym. Condoms, resources, and t-shirts were handed out, and the event had a great turnout.
- IV. Vice President, Jennifer Vidales – Vice President Vidales reminded members that this is the last meeting of the semester and wished members good luck with their finals!
- V. Vice President of Idaho Falls – Vice President position vacant.
- VI. Vice President of Meridian, Tanner Tracy – Vice President Tracy shared that this week, he has been helping SAB set up events for finals week including a snack table and a coffee and food truck being on campus.
- 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 they approved the Benny's Pantry request for \$10,000 as well as the new Deputy Election Commissioner position.
- IX. Secretary, Eliana Madison – Secretary Madison shared that she invited Josh MCCubbin to attend our meeting tonight so he can see how the President's Cabinet is run and meet all of you. He will be sworn in as the Deputy Election Commissioner tonight in the Senate. Please make sure to fill out your checklists and the Google forms on the website by Thursday, December 12th, by 5 PM. She will not be requiring you all to complete time cards this month, as you only need to complete your duties for one week. She will also be submitting any deductions to the scholarship office by December 16th. These should appear in your accounts as a bill before the start of next semester if you do have any deductions.
- X. Director of Finance, Zachary Grima – Director Grima shared that he has been working with SAB to finalize the process for incentive points and plan out the timeline for it. He ensured that we have paid Chartwells for the scholarship workshop, the lunch with ASISU, and also transfer of funds to Benny's Pantry. He also finalized revisions to the resolutions as proposed by Rules and Appointments, and they should be voted on tonight in the Senate. Additionally, Director Grima shared that he is part of the hiring committee for a new

advisor for this role through the SAB office, following the replacement of Cody. The position has been modified.

- XI. Director of Public Relations, Sofia Peach – Director Peach nothing to report.
- XII. Director of Community Relations, Kara Price – Director Price shared that she attended an academic appeal hearing today and is working on planning volunteer week for next semester.
- XIII. Director of Academic Affairs – Director of Academic Affairs position vacant
- XIV. Director of Student Affairs, Austin Job – Director Job shared that he is following up on safety concerns, particularly the more pressing ones. He met with the VP of Facility Services and the university architect to discuss any necessary changes to the university's safety systems. There are many cameras on campus, and theft reports aren't as serious as we originally thought. There are also plans to add cameras in the SUB lot and will meet with others to discuss holding another scholarship workshop with a larger audience next semester.
- XV. Election Commissioner, Kyle Price – Commissioner Price shared that he attended an academic appeal hearing today and also worked on documentation for the hearing leading up to it.
- XVI. Deputy Election Commissioner - Deputy Commissioner position vacant.
- XVII. OTHER
 - a. Discussion
 - i. Josh McCubbin introduced himself to the cabinet.
 - ii. Dr. Matt Daily shared that they are looking to hire someone for the SAB Finance position as soon as possible. This role has been expanded and will now be titled Program Specialist. The goal is to make the position more collaborative across departments and streamline processes.
 - iii. Director Grima mentioned that the hiring process should be completed within 2 or 3 weeks in the semester.
 - iv. Director Job talked about social and emotional learning, which is very impactful for a student's life.
 - v. Dr. Matt Daily also discussed moving forward with emotional intelligence training part two from the retreat.
- XVIII. ROLL CALL
 - a. 9 President Cabinet members were present.
 - b. Absent: Programmer Alpha.
 - c. Also present: Dr. Matt Daily, Assistant Vice President and Dean of Students.
- XIX. ADJOURNMENT
 - a. President Cabinet adjourned at 5:25 PM