



AUXILIARY SERVICES BOARD

October 10, 2016
1:00 p.m. STADIUM ROOM
MINUTES

Committee Purpose: To oversee and disseminate Auxiliary Services funds.
Committee established per El Camino College Board Policy 3600.

I. Call to Order

The meeting was called to order by Greg Toya at 1:03 p.m.

II. Board Membership, Roll Call, and Introductions - Greg

Committee Members:

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Greg Toya (Chair) | <input checked="" type="checkbox"/> Sheryl Kunisaki | <input checked="" type="checkbox"/> Kristina Martinez |
| <input checked="" type="checkbox"/> Andrea Sala | <input checked="" type="checkbox"/> Chuck Herzig | <input checked="" type="checkbox"/> Josie Cheung |
| <input type="checkbox"/> Araceli Rodriguez | <input type="checkbox"/> Jo Ann Higdon | <input type="checkbox"/> Claudia Gonzalez |

Alternates, Support Staff, Guests:

- | | |
|--|---|
| <input type="checkbox"/> Janice Ely (alt. for J. Higdon) | <input checked="" type="checkbox"/> Rudi Lopez (Minutes recorder) |
| <input type="checkbox"/> Sophie Dao (alt. for J. Ely) | <input checked="" type="checkbox"/> Miriam Ifill (Accounting Support) |
| <input checked="" type="checkbox"/> Babs Atane (alt. for J. Ely) | <input type="checkbox"/> William Mulrooney (alt. for K. Martinez) |

Guests:

- Dr. Jan Schaeffer

III. Approval of the Minutes (September 26, 2016) and Agenda

Motion made by Andrea Sala to approve the minutes with edits (ASB sticker Fall income \$165,198) and pass the agenda, seconded by Josie Cheung. Both motions passed.

IV. Budget

Miriam Ifill presented the financials; Executive Summary, Expenses of Aux Services Special Request Account and income report.

V. Request for Special Funding

ART with IMPACT: Dr. Schaeffer spoke to the committee regarding her proposal and explained the project out of San Francisco "Art with IMPACT". The proposal benefits students from Behavioral and Social Sciences, approx. 150 to 200 students and will be held in the Marsee Auditorium. Coordinators of Art with IMPACT organize and lead all activities and use films to open discussions and awareness of mental health and mental illnesses.

Action Item: *Dr. Schaeffer to ask Angela Simon about making the event open to entire campus and community, before the Auxiliary Services committee votes on the proposal.*

- ### VI. Budget Request Process Timeline & Rubric:
- Toya discussed the timeline revisions, and the rubric guidelines created by Chuck Herzig. Committee agreed to give first priority to proposals submitted by the deadline. Proposals submitted after the deadline will be considered, pending availability of funds.

Dr. Chuck Herzig created a rubric for the committee to track the total score for each proposal submitted and reviewed by the committee. Ifill suggested that another column be added with the amount requested.

Action Item: Toya to make revisions on the rubric and timeline with edits suggested by the committee.

Meeting Adjourned at 2:30 p.m.