

EI Camino College
Associated Students Organization
Senate Meeting Minutes
30 July, 2009
12:00 pm
Activities Center West Conference Room

I. Call to Order

- Josh Casper called the meeting to order at 12:03 pm.

II. Roll Call (by sign in)

- **Executive Cabinet**

Present: Josh Casper, Jose Iglesias, Ana Safazada, Stephanie Perez, David Nordel, Walter Mendez

- **Senators**

Present: Liz Valencia, Kevin Isomoto, Erika Maldonado, Ashley Smith, Timothy Johnson, Johanna Zamora, Michael Shodiya, Kirstin Nguyen, Brenda Kaing.

Not Present: Begona Guereca (excused), Elizabeth Mercado (excused), John Linehan (excused), Heather Roberts, Mark Rehbein.

- **Administrative Assistant (Non-Voting)**

Present: Jeethu Joseph

- **Advisers (Non-Voting)**

Present: Janice Watanabe

- **Guests**

Present: Christopher Pham, Edmond Abdou.

III. Approval of the Minutes

- **Motion to approve the minutes as presented. *Moved by Josh Casper, Seconded by Walter Mendez. Motion Passed.***

IV. Approval of the Agenda

- **Motion to approve the agenda as presented. *Moved by Josh Casper, Seconded by Ashley Smith. Motion passed.***

V. New Business

5.1 Approval of Finance

- Josh Casper passed out spreadsheet copies of ASO Finance Committee approved proposed ASO budget for 2009-2010. He reviewed the budget with the senate members. Josh explained about expenditures and income and also discussed the money allocated for ASO. He also made note about \$ 0.50 students have to pay at the time of registration which is allocated to Representation Fee accounts.
- Josh asked if there were questions or suggestions regarding the ECC ASO Budgeted accounts.
- David Nordel asked why \$1000 is estimated in the 2009-10 budget for fundraising income, ASO only raised \$132 in the 2008-09. David also inquired about why the blanket purchase order for Magic Mountain of 2009-10 is \$17000? Josh explained that it's on the recommendation of Hong Tran (Accounting technician) and Carolee Vakil-Jessop (Student Development Office)

Administrative Assistant) who looks after ASO budgets that the estimates are what they are.

- David Nordel also questioned about why the budget for AS Conference expense account is \$0. Josh responded that all expenses for conference attendance are allocated through the Representation Fee Conferences account.
- Questions were also raised about the newly formed AS Academic Awards account. Josh, with the support of Janice Watanabe, answered that the Academic award event has been done every year and had been receiving money for that from ASO. All these years, the expenditure for Academic Awards has been under AS Hospitality. Since the Academic Award event is under ASO's responsibility, the money allocated for AS Hospitality is lowered and a new account has been formed for that alone.
- Walter Mendez suggested that it would be better to lower the \$17000 for Magic Mountain expense, since the country has been going through a recession and there is a less chance that tickets are going to be purchased.
- Josh responded to Walter's suggestion explaining the \$17000 is established on the advice of Hong Tran and she anticipates more sales in this summer.

5.1.1 Approval of ASO Budget

- **Motion to approve ASO Budget as presented. Moved by David Nordel, Seconded by Josh Casper. Motion Passed.**

5.1.2 Approval of Expenses for Senate Orientation

- **Motion to approve \$200 from AS Hospitality (71-836104) for Refreshments and \$100 from AS Supplies (71-836101) for supplies (binders, etc) and other expenses for Senate Orientation. Moved by Josh Casper, Seconded by David Nordel. Motion Passed.**

5.1.3 Approval of Expenses for Welcome Week Coffee & Donuts

- Expenses for the Welcome Week Coffee and Donuts event are going to be discussed in the activities committee.
- Welcome Week Coffee & Doughnuts is a fundraising activity.
- **Motion to approve \$100 from AS Fundraising Expenses (71-836120) in the Expenses for Welcome Week Coffee & Donuts. Moved by David Nordel, Seconded by Josh Casper. Motion Passed.**

5.1.4 Approval of Blanket Purchase Order for ECC Copy Center.

- Since the actual money spent for the last years Blanket Purchase Order for ECC Copy Center was unknown, David Nordel suggested tabling 5.1.4 to later time.
- **Motion to table 5.1.4. Moved by David Nordel, Seconded by Walter Mendez. Motion failed.**
- Josh Casper suggested reopening 5.1.4 for the benefit of ASO's upcoming use of the Copy Center.
- **Motion to reopen 5.1.4. Moved by David Nordel, Seconded by Josh Casper. Motion Passed.**
- **Motion to approve \$350 from AS Supplies (71-836101) for Blanket Purchase order for ECC Copy Center. Moved by Josh Casper, Seconded by Liz Valencia. Motion Passed.**

5.1.5 Approval of Supplies for ASO Office.

- Walter Mendez and David Nordel questioned why reapprove the money for AS Supplies if it is already preapproved in the overall budget.

- President answered that it is due to two matters, first of all to have it available to purchase needed items and secondly Carolee Vakil-Jessop and Hong Tran who looks after the accounts of ASO and stated it would be easier for them to reimburse people and requisition items if we approve 5.1.5.
- Walter Mendez recommended to not approve 5.1.5, since money has been taken from the same account for Senate Orientation and Blanket Purchase Order for ECC Copy Center.
- Janice suggested of having a 2/3 vote to approve 5.1.5
- **Motion to approve \$300 from AS Supplies (71-836101) for miscellaneous office supplies. Moved by Josh Casper, Seconded by Walter Mendez. Motion failed. (Hand Vote: Opposed: 12, Approved: 2)**

5.1.6 Approval of C.C.C.S.A.A Conference Funds

- President is going to send email to everyone regarding the C.C.C.S.A.A Leadership Conference in Sacramento, CA in order to decide who to send.
- **Motion to approve \$3900 from Rep Fee Conferences (72-836115) for expenses for up to 6 people to attend the C.C.C.S.A.A Leadership Conference in Sacramento, CA, October 16-18, 2009. Moved by Josh Casper, Seconded by Walter Mendez. Motion Passed.**

5.1.7 Approval of Blanket Purchase Order for Magic Mountain Tickets

- David Nordel asked questioned why \$17000 is allocated this year, if the actual amount spent for Magic Mountain Fundraising expense was only \$11,096 last year.
- Walter requested to the Senate to vote against \$17000 allocation.
- David Nordel and Ana Safazada suggested that we should approve some amount in this meeting so that some tickets could be brought.
- David suggested lowering the amount for Blanket Purchase Order to \$12000 for Magic Mountain fundraising expense.
- Because \$17000 was approved in the finance meeting which raised questions and concerns in the senate, a hand vote is needed with 2/3 vote to override the Finance Committee recommendation was suggested by Janice Watanabe in order to approve at least \$12000 for blanket purchase order for Magic Mountain Fundraising Expense.
- **Motion to approve \$12000 Blanket Purchase Order for Magic Mountain Tickets from Magic Mountain Fundraising account (71-836121). Moved by David Nordel, Seconded by Walter Mendez. Motion Passed (Hand Vote: Unanimous)**

5.2 ASO Mission Statement

- President passed out copies of ASO Mission Statement and asked everyone to see if any revising is needed.
- He also pointed out that Harold Tyler suggested it would be good if every senate members know the ASO Mission Statement.

5.3 Creation of P.R. Committee

- Walter Mendez suggested of having Public Relations committee dedicated to the publicity of ASO.
- Because the right to form special committees lies with the ASO President and

upon approval of the senate, Josh suggested assembling a special Public Relations committee for the term of 2009-10 for the publicity of ASO.

- **Motion to approve the creation of Public Relations Committee. Moved by Josh Casper, Seconded by David Nordel. Motion Passed.**

5.4 New Student Welcome Day

- President gave out the flyers with tentative schedule for the New Student Welcome Day.
- He also talked about a workshop to be held on the New Student Welcome Day with the topic, “*Student Involvement and Leadership Tips.*” he requested having some volunteers from ASO. David Nordel, Joanna Zamora, Ashley Smith and Brenda Kaing agreed to volunteer for the workshop.
- Josh also gave information about having a table reserved for the ASO during the lunch and Resource Fair on New Student Welcome Week. He also requested of having some volunteers to work at the table.
- Josh also talked about the upcoming First Year Experience’s (FYE) two day orientation on August 24 and 25. He also shared the FYE Coordinators request of having some former FYE students volunteering in the Student Panel during the Orientation. Jose Iglesias, Ashley Smith, Liz Valencia and Erica Maldonado have been selected for volunteering in the FYE Orientations.
- David Nordel asked about the ICC involvement in the orientations to Ana Safazada, ICC President. Ana Safazada responded that she will be talking about ICC involvement at a later time

5.5 FYE Mixer

- One the counselor’s, Cynthia Mosqueda was supposed to be coming to today’s meeting and talking about the upcoming FYE Mixer. But since she is unable to attend today’s meeting, Josh gave a brief summary of what the FYE Mixer is all about.
- The FYE with many of the ASO members and ICC/ Club Reps would be attending and mingling with FYE freshmen and talk about the student involvement on campus during the event of FYE Mixer. Josh asked about others opinion on FYE Mixer. Both Senate and Executive members show their interest in doing such an event.

5.6 Pictures

- Josh showed an example of previous senate members’ pictures that were posted outside ASO offices. He encouraged the senate members of doing something like this in order to publicize student leaders. He suggested giving this project to P.R. Committee.
- **Motion to send the picture project to P.R. Committee. Moved by Josh Casper, Seconded by Ana Safazada. Motion passed.**

VI. Old Business

6.1 C.C.C.S.A.A

- Due to the time consumed with finance item discussions, Josh Casper suggested to table 6.1 to next meeting.
- **Motion to table 6.1 until next meeting. Moved by Josh Casper, Seconded by David Nordel. Motion Passed.**

VII. Reports

7.1 ASO Member Reports

- **President – Josh Casper**
 - Josh passed out the updated contact list to the Senate.
 - According to the responses received, Josh decided to have New Senate Orientation to be held on either Aug 27 or 28. The time and the exact date will be announced via email. So please check your emails for more information on that.
 - Since there is no Region 7 Representative, President attended Region 7 meeting on July 24, 2009 along with Harold Tyler and Stephanie Perez.
 - In the Region 7 meeting, it was discussed having a campus visit by the Region members to get to know the ASO, ECC Campus and the student body's needs. The Region 7 will also be implementing a "Sister College Buddy System" with the purpose of working together on Region issues.
 - Harold Tyler was nominated and elected by the Region 7 delegates to be the Co-Advisor for Region 7.
- **Student Trustee - David Nordel**
 - David Nordel gave a brief Discussion on the banquet he and Josh attended which was sponsored by ECC Foundation.
 - The banquet kicked off a fundraising campaign to raise 50 million dollars for California Community Colleges. The fundraising is to help community college students and offset community college budget problems. The banquet encouraged students to allocate enough time to go out into the community and support this effort. It would be great if students call the city representatives and ask for their support in raising money.

7.2 ICC Reports- Ana Safazada

- Reminded the senate of the upcoming college club rush and also about having a table reserved for ASO.
- She suggested making the club rush a fun event by having games or making it as fundraising event.
- Announced the positions of Secretary, Historian, Commissioner of Publicity and Activities as vacant and if anyone is interested in filling those positions, meet her after the meeting
- The first official general meeting of ICC is to be held on September 9.

7.3 Committee Reports –Josh Casper

- Josh talked about the Parking Committee meeting he attended. During that meeting, he was informed that ASO will be receiving 10 parking permits that will allow Senate members with permits to park in any staff parking in the lot H of the parking garage.
- Josh also attended the police advisory committee on July 8, 2009 and he received the following information:
 - Business building will be closed due to the new building being built.
 - Incidents on Campus: 3 students found in a car in lot H, level 1 were charged with indecent exposure.
 - Male and Female Students were trying to break into a car on Manhattan Beach blvd by auto shops. They were charged with burglary, etc. They will also be facing legal action off campus and

disciplinary action on campus.

- Campus watch program: campus would be divided into sectors to make students stay informed on campus and keep campus safer.
- In October, there is going to be an Earthquake drill.
- 24 Cameras are newly added to lot F (old garage). First floor will be closed and would reopen in August.

7.4 Advisor Reports –Janice Watanabe

- Janice Watanabe announced the increase in enrollment fees to \$26 per unit as reported in the Chancellors email starting on fall semester, 2009. Additional fees will be collected for those who already paid the fees.
- Janice also reminded every Senate member about their eligibility for serving in ASO. In order to be eligible, one should have 2.0 or above GPA and enrollment in 6 units or more in the upcoming semesters. One should also be buying ASB ticket, since its profit goes towards ASO budget.

VIII. Public Comment on Non- Agenda Items- none

IX. Adjournment

- **Motion to adjourn. *Moved by David Nordel, Seconded by Liz Valencia.***
- Meeting adjourned at 1:11pm

Minutes Recorded by Jeethu Joseph

Minutes Verified by

Josh Casper, ASO President

Janice Watanabe, ASO Adviser