

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

**I. Call to Order**

- Josh Casper called the meeting to order at 12:06 pm.
- The meeting was convened as a committee of the whole due to lack of quorum. *(According to ASO Constitution Senate Article III, Section 11 says that a quorum is necessary to conduct ASO Senate Business shall be defined as one third of the seated voting members of the ASO Senate. In the event that quorum is not present, the Senate shall conduct business as a committee of whole, pending final ratification at a general meeting when quorum is present).*

**II. Roll Call (by sign in)**

- **Executive Cabinet**  
Present: Josh Casper, Jose Iglesias, Walter Mendez  
Not Present: Ana Safazada, Stephanie Perez, David Nordel
- **Senators**  
Present: Elizabeth Mercado, Erika Maldonado, Michael Shodiya, Kirstin Nguyen  
Not Present: Liz Valencia (excused), Begona Guereca (excused), Kevin Isomoto (excused), John Linehan (excused), Heather Roberts (excused), Brenda Kaing (excused), Ashley Smith (excused), Mark Rehbein, Timothy Johnson (excused), Johanna Zamora (excused)
- **Administrative Assistant (Non-Voting)**  
Present: Jeethu Joseph
- **Advisers (Non-Voting)**  
Present: Harold Tyler
- **Guests**  
Present: Carolee Vakil-Jessop, Hashim Tyler, Philip Stokes, Lucy Rivera,

**III. Approval of the Minutes**

- **Approval of minutes was tabled due to lack of quorum.** *(ASO Constitution, Senate Article III, Section 11 as mentioned above).*

**IV. Approval of the Agenda**

- **Approval of Agenda was tabled due to lack of quorum** *(ASO Constitution, Senate Article III, Section 11 as mentioned above).*

**V. New Business - none**

**VI. Old Business**

**6.1 ASO Supplies allocation**

- Carolee Vakil-Jessop (Student Development Office Administrative Assistant), apologized for not being present for the last meeting to explain the ASO Budget. She explained to the Senate that according to the last meeting's minutes the

overall budget has been approved but not enough money allocated for Magic Mountain fundraising expenses.

- She also told that an internal auditor has been appointed by El Camino College to watch over the financial transactions. So it is better to approve the ASO Supplies allocation since ASO should be careful not to lose money as the El Camino College Compton Center Student government did. She also explained that just because money is allocated does not mean we have to spend it all. She answered David Nordel's last Senate meeting inquiry of how much ASO spend for the last year's Copy Center. Last Year, \$320 was spent for the Copy Center. She will be present in the next meeting for further clarification on ASO Budget.

#### 6.2 New Student Welcome Day

- Josh Casper discussed the matters he talked with Maribel Hernandez, one of the Co Chair of New Student Welcome Day. In the event of New Student Welcome Day, approximately 600 students with their parents are going to be present to make great experience in ECC on August 26, 2009 from 8:30 am to 1:30pm. Major Workshops includes financial, leadership skills etc. Josh Casper encouraged Senate members to talk to Julie, if anyone is interested in volunteering for the New Student Welcome Day.
- Secondly, Volunteers are needed on 21<sup>st</sup> of August for stuffing bags in counseling office for New Student Welcome Day. Let Josh Casper know if anyone is interested in Volunteering on August 21<sup>st</sup>.
- Josh Casper will be contacting Senate members for volunteering workshops similar to FYE "Student Involvement".

#### 6.3 FYE Orientation

- Cynthia Mosqueda, FYE Counselor was present to explain the upcoming FYE Orientation and Mixer.
- FYE Orientation is going to be held on August 24, over the Humanities building. For this year one of the differently doing Workshop will be "Student Involvement" for fronted by ASO. This Workshop will give FYE Students a chance to learn about student involvement in the campus as well as other activities within the campus. Josh Casper has already asked the ICC for help. Cynthia also told that this Orientation will be not only for the new students but also for every members of FYE. She also appreciated the works done by ASO.

#### 6.4 FYE Mixer

- ASO will be cosponsoring with FYE in the event of FYE Mixer. Cynthia Mosqueda explained the purpose of FYE Mixer that the Mixer will give an opportunity for students in getting to know each other. Since El Camino College is a vast school of 24000 students, the FYE Mixer will allow students to feel comfortable around each other. Josh Casper and other Senate member can be present, so that FYE students can ask questions. It would be better if the ASO members wear different color dress, so that the FYE students can recognize the Senate members easily. The names of ASO Members, who are going to attend the FYE Mixer, will be posted in the flyers for the event.
- Walter Mendez asked the location of the FYE Mixer. Cynthia answered that due to the constructions going on around the campus; the location for the event is not arranged yet and will be announced as soon as possible. The event is going to be held in the third week of Fall Semester with the Club Rush to attain more student attention. Walter Mendez also asked the number of students attending the Mixer.

Cynthia answered that the FYE Mixer would have roughly 800 students which includes 500 new students plus 350 second year students.

#### 6.5 CCCSAA

- Josh Casper would like to know who is not going to be available to attend the CCCSAA conference held in October 16 in Sacramento.
- Carolee Vakil-Jessop (Student Development Office Administrative Assistant), explained that the plane tickets are non refundable, so those who are available make sure no unforeseen issues comes up.
- Josh Casper is going to select three people and the rest are going to be selected by lottery.

### **VII. Reports**

7.1 ASO Member Reports - none

7.2 ICC Reports- none

7.3 Committee Reports - none

7.4 Advisor Reports

- Harold Tyler talked about Student Learning Outcomes. He further explained that the College is required to have Student Learning Outcomes or (SLO) for every program sponsored by the College which is developed by Student Development Office. The statement and more information on SLO will be posted in front of ASO. Student Development Office reviews includes the areas Collaboration and Community Services. Each member will be asked to take a test to show their current involvement.
- Harold also told that the ASO Advisors are going to create an activities transcript to know what ASO Members have done for ASO beyond their academics.
- Lecturers are going to put the option of being involved and having an experience more than academics in the Syllabus of classes like History.

### **VIII. Public Comment on Non- Agenda Items**

- Walter Mendez thanked the College students of making the Blood Drive very successful. El Camino College has been honored as one of the top colleges that have helped to donate the most blood. Torrance City counseling gave certificate for the efforts in saving life.
- Carolee Vakil-Jessop talked about the current situation in paying fees for the classes after going to an Area counsel meeting with Dr. Nishime, Vice President of the El Camino College. . She explained that there has been a problem in collecting money due to Students late payment of the fees. A proposal has been put forth that if any of the students have not paid for their classes that they are registered for, they will be dropped from their classes by the. Carolee suggested that the Senate should think about the current Proposal.
- Josh announced that Dr. Nishime is going to discuss the Proposal at one of the later meetings.
- Harold talked about the Fee raise from \$20 to \$26. He said that those students who paid the fall semester fee would be expected to pay the balance amount and would be hearing from the college administration by letter.

- Carolee announced that the Chancellor has reduced the Community College Full Time Equivalent Students (FTES). The upcoming winter and summer sessions are expected to have more classes cut.

**IX. Adjournment**

- Meeting adjourned at 12:38pm.

Minutes Recorded by Jeethu Joseph

Minutes Verified by

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Josh Casper, ASO President

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Harold Tyler, ASO Advisor