



ASSC Governing Council Minutes
Tuesday, February 20, 2018
4:00 PM Skyline College
Building 6, Room 6202

The public is invited and encouraged to attend and participate in all meetings of the Associated Students of Skyline College. Meetings are open to the public and accessible to those with disabilities. The public may address the council on non-Agenda items during the 'Announcements & Hearing from the Public' item on the Agenda; however, the council cannot take any action on these items until they are posted on an Agenda. Requests for agenda items may be submitted either via e-mail to skylineassc@smccd.edu, or The Center for Student Life and Leadership Development (Room 6-212). Funding request forms must be submitted a minimum of four (4) weeks in advance. Members of the public may participate in discussions only when recognized by the chair.

Executive Officers:

President	Leandro Torres Mantilla (Present)
Vice President	Christine Abella (Present)
Commissioner of Finance	Michelle Tam (Present)
Commissioner of Public Records	Cassandra Gutierrez (Absent)
Commissioner of Activities	Kristen Ersando (Present)
Commissioner of Publicity	Christian Almaguer (Present)
Parliamentarian	Noah Geertsema (Absent)
SOCC Liaison	Michelle Huang (Present)

Senators:

Amirah Tulloch (Present)	Margarita Jimenez (Present)	Alys Domalanta (Present)
Claudia Sofia Acuna (Present)	Rheanna Mariano (Present)	Michelle Chee (Present)
Zaw Min Khant (Present)	Brian Guardado (Resigned)	Alyssa Marquina (Present)
Leon Babaev (Present)	Patrick Perez (Present)	Alejandro Guzman (Present)
Zin Mar Aung (Present)	Celina Dear (Present)	

Associate Senators:

Student Trustee:
Alfredo Olguin Jr.

Advisors:

Amory Cariadus
Ryan Samn

- I. **Call to Order 4:08 pm**
- II. **Roll Call**
- III. **Approval of Agenda**
 - a. Moved by Alys. Second by Patrick.
- IV. **Approval of Minutes**
 - a.

- b. Moved by Kristen with set changes. Second by Michelle C
- V. **Announcements and Hearing from the Public [3 minutes each, 9 minutes maximum per topic]**
- VI. **Special Presentations**
 - 1. Meta Majors
 - a. Tabled to next meeting
- VII. **Reports [2 minutes each]**
 - a. Executive Council
 - i. Christine updated Student Trustee candidate packet, waiting for review by Amory
 - ii. Club Rush will be on 2/28 at 10 am
 - iii. SOCC Meeting on 2/21 at 2 pm
 - iv. Valentine's Day and Lunar New Year events were successful. Understand that when tabling we are representing ASSC council: be proactive, let people understand the purpose of programs. There will be an assessment for future events.
 - b. Senators
 - i. Skyline College scholarships are due March 2
 - ii. TRiO will have lunch and learn event
 - c. Associate
 - d. Advisors
 - e. Student Trustee
- VIII. **Committee Reports [5 minutes each]**
 - a. Region/State
 - b. District
 - i. District Participatory Governance Council
 - 1. 2 board policies passed: community education classes, depth insurance and management
 - 2. Fall 2016: students completed SEP - 90% for entire district, 93% Skyline
 - 3. Fall 2014: students complete associate - 16% for entire district, 15% Skyline
 - 4. Fall 2016: number of semesters for completion - 6 semesters for entire district, 6.2 semesters Skyline
 - 5. Fall 2016: Degrees completed - 1618 for entire district, 639 Skyline
 - 6. Fall 2016: Certificates completed - 1363 for entire district, 379 Skyline
 - 7. Fall 2016: CSU transfers - 995 for entire district, 449 Skyline
 - 8. Fall 2016: UC transfers - 413 for entire district, 146 Skyline
 - c. College
 - d. ASSC Committees
- IX. **Old Business**
 - 1. Middle College Student Council
 - a. Induction will be on 2/21 SOCC Meeting
 - b. Bigger issue: Middle College is exempt from paying student body fee, but can request for funding
 - c. Funding requests are not an issue because we have surplus of funds

- d. They should just be an interest club, because officers are not elected
- e. Possibility to change the name "council" that is attached
- f. Table to next meeting

X. New Business

1. Appointments for Academic Senate

- a. Third Thursday 2pm-3pm
- b. Amirah will no longer be attend
- c. Leandro moved to appoint Christian as ASSC representative for Academic Senate, Second by Zaw.
 - i. Yes: 19
 - ii. No: 0
 - iii. Abstains: 0

2. Women's History Month

- a. March event, Kristen will work on with everyone in the council
- b. Kristen will have a script
- c. Plan on educating people on women's issue. Inform student body with specific details.
- d. Kristen will be more specific on the sign up
- e. Michelle T was the co-lead for last year
- f. We will be putting feminine products in the restrooms
- g. Leandro moved to appoint Sofi as co-leader for Women's History Month event. Second by Amirah.
 - i. Yes: 19
 - ii. No: 0
 - iii. Abstains: 0
- h. Members of the committee: Christine, Alys, Michelle C, Amirah, Alyssa, Alejandro, Rheanna, Margarita

3. Day of Silence

- a. Will be on week of 4/16
- b. Shows solidarity for those affected by bullying
- c. Leandro moved to appoint Alejandro as co-leader for Day of Silence event. Second by Margarita. Consensus.

XI. Hearing from the Public

XII. Future Agenda Items

- a. The Council may suggest Agenda items for consideration at future meetings

XIII. Adjournment 4:55 pm



2017 ASSC Funding Request

Program/Product Description

Program/Product Description

Name	Cherie Colin
Title	Director of Community Relations & Marketing/President
Club/Organization/Department/Program	Skyline College
Phone	6507384346
Email	colinc@smccd.edu
Supervisor/Advisor	Regina Stanback Stroud
Supervisor/Advisor Title	President
Supervisor/Advisor Phone	6507384346
Supervisor/Advisor Email	stroudr@smccd.edu

Meeting Date

This date is the date your are requesting to be on the agenda. Please note you must submit your request 4 weeks prior to the date requested. Requested dates are not guaranteed and are subject to length of meeting agenda.

Start Date Feb-27-2018

End Date Feb-27-2018

Event Information:

Title of Event President's Breakfast
Time(s) 7:00 a.m.- 9:00 a.m.
Location(s) Lake Merced Golf Club, Daly City
Target Audience Community leaders, educators, students, faculty, staff
Expected Attendance 250

Event Dates

Start Date Mar-22-2018

End Date Mar-22-2018

Describe the activity or product that you will be purchasing with this funding. Description must include how it will serve the students of Skyline College.

The President's Council, a group of community members, dedicates their efforts to raising money for Skyline College to serve Skyline College students. The fund raising effort of the council is the President's Breakfast. The funds raised are for the President's Innovation Fund and for Promise Scholarships.

President's Innovation Fund:

Each year, faculty and staff submit request to use the funds to try out an innovative idea for a program of service for Skyline College students. Typically, the programs and services become institutionalized and the college takes on the funding of the effort. Examples of the type of programs started with President's Innovation Funds (PIF) include:

1. Hermanas/Hermanos - serves Latina/Latino students who typically might not have considered college as an option.
5. Skyline Stars - A Transfer Student Hall of Fame
6. Multicultural Hip Hop Conference - resulted in the annual Rock the School Bells Event
7. Heart Wrenchers - Increasing women participating in Automotive Technology
8. Multiple Musical, drama and film productions and showcases
9. Youth Entrepreneurship Program - supporting youth options for entrepreneurship as a career goal

This request will be underwriting the cost of the President's Breakfast event that raises money for programs and services such as the ones listed above. All of the programs and services are directed at serving students.

Promise Scholarships:

The Promise scholarships support the scholarship portion of the Promise Scholars Program, which provides incoming full-time students with comprehensive support that includes a full scholarship for one year, academic support, dedicated counseling, and career and professional development. The program is open to recent High School graduates, or students who have recently completed their GED or adult continuation program. Funds raised at this year's breakfast will support the 500 promise scholars who will enter college in Fall 2018.

Describe purpose and desired outcomes of event or distribution/use of product

The President's Council, a group of community members, dedicates their efforts to raising money for Skyline College to serve Skyline College students. The big fundraising effort of the council is The President's Breakfast. This event will host 250 people who donate to the college.

There are several levels of investment available for consideration. If you would like to be a sponsor below are the levels to choose:

Skyline Luminary - \$15,000 (10 Tickets to the President's Breakfast)
Dream Out Loud Benefactor - \$7,500 (10 Tickets to the President's Breakfast)
Skyline Shines Partner - \$5,000 (10 Tickets to the President's Breakfast)
Innovation Patron - \$2,500 (8 Tickets to the President's Breakfast)
Promise Scholarship Donor - \$1,200 (4 Tickets to the President's Breakfast)
Skyline Friend - \$600 (3 Tickets to the President's Breakfast)
Skyline Supporter - \$300 (2 Tickets to the President's Breakfast)

We are hoping that you will consider supporting it at least at the Dream Out Loud Benefactor (\$7,500) level though we will accept and appreciate any amount of support you think appropriate.

The desired outcome of the event is to raise as much money as is possible to support the Promise Scholarships and President's Innovation Fund projects. Last year we have raised just over \$200,000. This year we are striving for \$250,000.

Program/Activity Presenters

Include names and biographies of all paid performer/facilitators/educators

There are no paid performers/facilitators or educators specifically for the program. There is a student speaker who is a Promise Scholar sharing their story, a video will be shown showcasing the innovation projects and another Promise Scholar and the community volunteers hosting the breakfast with the President will request support from attendees.

Skyline College Vocal Jazz Ensemble will perform.

Three President's Innovation Fund projects are featured in the film as well as a Promise Scholar.

Dr. Regina Stanback Stroud - College President will be hosting along with the President's Council.

There is one consultant, Cindy Abbott, hired by the President's Council to help solicit sponsorships and to handle the logistics behind putting on the event.

What assessment criteria will you use to evaluate the program or product impact?

The amount of money raised. The desired outcome of the event is to raise as much money as is possible to support the PIF and the Promise Scholarships. Last year we raised \$200,000. This year we are striving for at least \$250,000.

Is this an Annual/On-going Program/Publication?

Yes

If yes, please complete a Statement of Potential for Future Project Development/Sustainability
This is an annual event. The duties of planning and executing the event are incorporated into the President's Office staff and administrators. It is a fundraising event, so there will be a need to seek out funding from multiple sources.

Co-sponsorship Information**Do you have other funding sources?**

Yes

If yes, please complete a Statement of Potential for Future Project Development/Sustainability

Sponsoring Club/Organization/Department/Program

Contact Name Tom Bauer, San Mateo County Community College District
Title Vice Chancellor of Auxiliary Services and Enterprises
Email bauert@smccd.edu
Phone Number 650-358-6782
Estimated Financial Contribution 100,000

Sponsoring Club/Organization/Department/Program

Contact Name Bill Chiang
Title Public Affairs Representative, PG&E
Email
Phone Number
Estimated Financial Contribution \$7,500

Sponsoring Club/Organization/Department/Program

Contact Name William J. Bowdle
Title Support Services Administrator, Kaiser Permanente
Email
Phone Number
Estimated Financial Contribution \$7,500

Sponsoring Club/Organization/Department/Program

Contact Name Linda Collins, Career Ladders Project

Title Executive Director

Event Funding Application - Budget Proposal Form

Budget Proposal Form

Estimated Financial Contribution: \$7,800. Upload any supporting documents later at the end of the form

Name Cherie Colin

Title Director of Community Relations & Marketing

Phone 6507384346

Email colinc@smccd.edu

Activity Title Fundraising Event to benefit Skyline College Students

Program Supplies

(i.e. decorations, gifts)

Program Supplies	
Description/Quantity	Proposed Cost
Give a ways	\$2,600

Total Program Supplies \$
\$2,600

Equipment and Room Rental

(do not forget custodial services, technical services, and security costs)

Program Supplies	
Description	Proposed Cost
Lake Merced Golf Club - room rental & food	\$8,000
Media/Audio Visual Equipment	\$1,300

Total Equipment/Room Rental \$
\$9,300

Publicity

(duplicating, advertising)

Program Supplies	
Description	Proposed Cost
Invitations & other printed materials	\$2,000
Mailing Invitations	\$500
Video Production	\$9,500
Total Publicity \$	\$12,000

Food & Catering

Program Supplies	
Description	Proposed Cost
Lake Merced Golf Club - room rental & food (cost together as above)	\$8,000

Total Food & Catering \$

Speaker/Artists Fee

(include all professional fees; i.e. transportation, hotel)

Program Supplies	
Description	Proposed Cost
Logistics Consultant	\$10,000

Total Speaker/Artists \$
\$10,000

Total Amount of the Request

7500

Please upload all supporting documents (required)

(include quotes, receipts, invoices)

Item 1

Skyline College President's Innovation Fund Investment Opportunities 2018.pdf

Item 2

2018_Presidents_Breakfast_Invitation_FINAL.pdf

Item 3

Item 4

Item 5

Other comments?