



## ASSC Executive Council Meeting Minutes

**Date: Tuesday, January 17, 2023**

**Time: 4:00 PM - 5:00 PM**

**Location: In-Person 6210**

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 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 via e-mail to either [samnr@smccd.edu](mailto:samnr@smccd.edu) or the Commissioner of Public Records (contact info found on our website). 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.

**Advisors:**

**Executive Officers:**

Alvin Gubatina Ryan Samn Marcella Escobar  <b><u>SMCCD</u></b> <b><u>Student Trustee:</u></b> Lesly Ta	President Vice President Commissioner of Activities Commissioner of Public Records Commissioner of Finance Commissioner of Publicity Commissioner of Communication Parliamentarian S.O.C.C. Liaison	Win Shwe Yee Jonathan Scott Eureka Soriano Sarah Ruiz Thirwai Wai (ChiChi) Win Thiri (Minty) Chuyun Wang Anthony Tran Alysia Tanimura
--	---	---

**1. Call to Order**

- a. The meeting was called to order at 4:06 pm.

**2. Roll Call**

- a. Absent: Anthony Tran

**3. Approval of Agenda**

- a. Approved

**4. Approval of Minutes**

- a. 11/29/22 Approved

**5. Reflection Activity with Alvin**

- a. What are you looking forward to this year?

**6. Reports**

- a. Advisors

1. Alvin

I. Discussion of ASSC Retreat

- a. This Friday will be a hybrid workshop. It can be similar to our check-in question. Goal-setting and bringing it into manifestation.
- b. How did we like the workshop?
- c. Workshop ideas
  - i. Manifestation
  - ii. Moving on from past, healing
  - iii. How to make friends
  - iv. How to get a job or internship - Alysia would like to help host
  - v. Goal-setting

- vi. How to write resume
- vii. Financial literacy and investing, how to get rich 101
- viii. How to ask
- ix. How to relax

2. Ryan

- a. No report

b. President

1. ASSC Sash/Stol Discussion

- a. Win will be using the president's funds to provide the customized ASSC stols
- b. ASSC will have to work with Kevin at the bookstore because he deals with all the commencement gear.

2. Smart Boards

- a. Vibe Board isn't used within our district, however the district already uses NEAT Boards. If we want, we can receive a code from ITS to order the board
- b. We will have to pay \$500 a year to pay for the Zoom license that councils will vote on every year or we can include in operations.

3. SSCCC Meeting

- a. At 6:30 pm that lasts 3 hours long
- b. If you're interested let Win know

c. Vice President

- i. Alysia wants to move meetings to 3-4 pm instead of 2-4 pm. What are Jonathan's thoughts?
  - 1. Jonathan has College Governance council
  - 2. Alvin and Ryan have meetings at 3 pm every Wednesday.
  - 3.

d. Commissioners

- i. Commissioner of Public Records
  - 1. Committee Report template
    - a. No, just take notes
  - 2. Check ins with Alvin
- ii. Commissioner of Activities
  - 1. Welcome week
    - a. Take bags for yourself!

e. Parliamentarian

f. SOCC Liaison

- i.

**7. New Business Items**

a. Calendar of Events

1. Long Beach Conference SSCCC in March-April 2023

- a. Still using one ProCard for entire office
  - i. Meals, 7 rooms,

- ii. We will want to save money in our account for the trip
- b. Leaving 30th early morning, get to airport on our own and meet at security
- c. Car rental
- d. LAX to Anaheim with bags in the car, after evening, we will do an evening check in, and drive to the hotel where the SSCCC will be held. All day 31st, all day 1st, then on 2nd at 6 am we will be flying home
- e.

**8. Vote to Approve Items:**

- 1. Black History Month 2023 Event "Block Party" Band - \$3000.00
  - a. Jonathan first
  - b. Minty seconds
  - c. 8 yes, motion passes
- 2. SSCCC Hotel Invoice - \$3879.75
  - a. Eureka makes a motion
  - b. Jonathan seconds
  - c. 8 yes, motion passes
- 3. SSCCC Conference Amount - \$3375.00
  - a. Win is free because she is the official SSCCC representative
  - b. Every other student is \$300
  - c. Chuyun makes a motion
  - d. Minty seconds
  - e. 8 yes, motion passes
- 4. Welcome Week Expenses
  - a. Donuts from Royal Pin - \$275.45
  - b. Boba from Pitstop Boba - \$1141.25
  - c. Boxed Lunches + Coffee Bar from Pac Dining - \$3856.61
  - d. Items a and b to be paid for using Ryan's Procard, item c by check
  - e. Chuyun makes a motion
  - f. Minty seconds
  - g. 8 yes, motion passes

9.

- A. Yearbook to capture moments and experiences
- B. Transitioning outgoing and ingoing council barbecue
  - a. Build life-long relationships, network
- C. Donuts and coffee will be from 10 am - 11 am
  - a. 200 donuts
  - b. 300 coffee

**V. Adjournment**

- a. The meeting was adjourned at 5:22 pm