



ASSC Executive Council Meeting Minutes

Date: Tuesday, January 31, 2023

Time: 4:00 PM - 5:30 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 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 <u>SMCCD</u> <u>Student Trustee:</u> 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) X Chuyun Wang Anthony Tran Alysia Tanimura X
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1. Call to Order

- a. The meeting was called to order at 4:10 PM.

2. Roll Call

- a. Absent: Minty
- b. Late: Alysia
- c. Everybody else was present.

3. Approval of Agenda

4. Approval of Minutes

5. Reflection Activity with Alvin

6. Reports

a. Advisors

1. Alvin

- a. Reflection question: Think about the month and format it in a weather report
- b. Offer to be a part of his research
- c. Manifestation part 2 at 10:45 am

2. Ryan

- a. No reports

b. President

i. SSSCC

- 1. The Brown Act is forcing the state to do in-person meetings. Rules include giving your full location, who's in the room with you. Can only be online for 3 meetings a year.

ii. Have full meeting minds

- iii. Spring meetings will be \$100 a meeting
- iv. Ryan has a tool: Style A
 - 1. Gather meeting minutes in shared folder or in website
 - 2. Give to Ryan as a PDF
- v. Option 2
 - 1. You are allowed to communicate with the committee chair to verify that you were there for the committee meetings on the specific dates
 - 2. Send screenshot of them confirming you were there
 - 3. Send to Ryan BUT he wants the email to them to be really respectful and professional
- vi. Win has a separate google folder to put all her minutes in there
- vii. Collect fall committee meeting minutes
- c. Vice President
 - i.
- d. Commissioners
 - i. Commissioner of Public Records
 - 1. [Statement on Recent Shootings](#)
 - 2. Sarah will email Colin and Cherie
- e. Parliamentarian
 - i. N/a
- f. SOCC Liaison
 - i. N/a

7. New Business Items

- a. Calendar of Events
 - 1 - Elections 2023-2024
 - Meet Your Candidates Day information & dates
 - 4/11, 4/12, 4/18, 4/19
 - Talambuhay on Padlet
 - Voting 4/17-4/20
 - Packets are due Friday 4/7
 - Ballots come out Monday 4/10
 - Pass out Jamba Juice for those who voted
 - 4/21 election results
 - Election Board review
 - Meeting with those who are not running
 - 2 - ASSC Orientation 2023-2024
 - Do orientation through the lens of a student
 - Could be as long as we want
 - Send out a When2Meet for executive council
 - Wants it done before May
 - Wants to meet next month, not sure what time or day
 - We will be fed

- Goal is to strengthen incoming council
 - Sarah will schedule a When2Meet
- 3 - SOCC: how to start a club & fill out forms video series
 - Post on YouTube for
 - How to find advisor
 - How to request money
- 4 - Women History Month
 - Eureka will be facilitating a meeting on Friday at 10 am
 - Email Alysia to find a day for Sarah and Eureka
 - Contact Lakota
 - 3/7 instead of 3/6 around 2 pm
 - Film Screening depends on ICC
 - 3/21
 - 3/22 3/23, 3/24, LOOK AT 1:12:00
 - Ask Josh what spaces we can use
 - How do approach getting vendors for the vendor fair?
 - Ask Sol and tell her we're meeting women vendors

8. Vote to Approve Items:

- a. Main Printer for 6212 - \$754.85
 - *We usually do not need AS approval due to this being in the Office Supplies/Operations part of our Budget but we just wanted to make sure you all knew what was being spent on such an integral part of our office operations in general.
 - Anthony makes a motion
 - Eureka seconds
 - Approved
- b. Skyline Bookstore Invoice - \$3451.98
 - *this is for charges from October, November & December when we had events and trainings and needed Bookstore supplies for everything we did.
 - Eureka makes a motion
 - Chuyun seconds
 - Approved
- c. Pacific Dining Bill Invoices - \$8043.96
 - *these charges are from Latinx Heritage Month, Coming Out Day, Filipinx History Month, our SOCC Mixer & Welcome Week 2023
 - Eureka makes a motion
 - Jonathan seconds
 - Approved

V. Adjournment

- A. The meeting was adjourned at 5:32 PM.