

College of the Canyons

Associated Student Government

Activity Board Meeting Agenda
Wednesday, September 13, 2023; 2:30 pm

HSLH-137

[Teleconference Location:](#)

*17200 Sierra Highway
Santa Clarita, CA 91351-1622*

General Business

- 1.1 Call to Order/Welcome/Establish Quorum
- 1.2 Announcements/Correspondence
- 1.3 Approval of the Agenda for the Senate Meeting of September 13, 2023
- 1.4 Open Forum

Consent Calendar

- 2.1 Approval of the ASG Activity Board Meeting minutes from August 23, 2023

Regular Board Meeting Items (Discussions are limited to 10 minutes)

- 3.1 Discussion: September and October Events
- 3.2 Discussion: Reimbursement Process
- 3.3 Discussion: CCC Movie Night
- 3.4 Discussion: mug decorative event
- 3.5 Discussion: Halloween event: "Find the ghost!"
- 3.6 Discussion: Voter Registration Table

Reports (Limited to 5 minutes)

4.1 Officers Report

- 4.1.1 Director Reports.....(Any Directors)
- 4.1.2 Executive Vice President of Activities.....Kristian Mengistu
- 4.1.3 Vice President of Activities – Valencia..... Lijuan Zhu
- 4.1.4 Vice President of Activities – Canyon Country..... (Vacant)
- 4.1.5 Social Student Involvement Coordinator I – Valencia.....Jiahong Sun
- 4.1.6 Social Student Involvement Coordinator II – Valencia.....Cody Imperial-Pham

- 4.1.7 Social Student Involvement Coordinator – Canyon Country.....Jesus Martinez Desantiago
- 4.1.8 Cultural Student Involvement Coordinator I – Valencia.....Yu Wu
- 4.1.9 Cultural Student Involvement Coordinator II – Valencia.....Erik Polanco
- 4.1.10 Cultural Student Involvement Coordinator – CCC.....(Vacant)
- 4.1.11 Public Affairs OfficerStephanie Ofilada
- 4.1.12 Vice President of Inter Club Council.....Ellie Wingo
- 4.1.13 Officer of Marketing and Information.....Harrison Kim
- 4.1.14 Officer of Equity..... (Vacant)
- 4.1.15 Executive Liaison Officer.....Sanjana Sudhir
- 4.1.16 Student Trustee.....Hestia Sartika
- 4.1.17 Executive Vice President..... Caitlin Herron
- 4.1.18 President.....Christopher Bordbar
- 4.1.19 ASG Technician.....Robin Herndon
- 4.1.20 ASG Canyon Country Campus Advisor.....Joanna Kelly
- 4.1.21 ASG Activities and ICC Advisor.....Lynn Suh
- 4.1.22 ASG Lead Advisor.....Kelly Dapp

Open Forum

Announcement of the next meeting: October 11, 2023

Adjournment

IF YOU NEED A DISABILITY-RELATED MODIFICATION OR ACCOMMODATION (INCLUDING AUXILIARY AIDS OR SERVICES) TO PARTICIPATE IN THIS MEETING, OR AN AGENDA IN AN ALTERNATE FORM, PLEASE CONTACT CAMPUS LIFE & STUDENT ENGAGEMENT AT COLLEGE OF THE CANYONS AT LEAST 48-HOURS BEFORE THE SCHEDULED MEETING

Date: 8/23/2023

Item Type: Action Information Discussion

Agenda Section: Consent Calendar

Item Number: 2.1

Agenda Item Title: Approval of the ASG Activity Board Meeting minutes from August 23, 2023

Background: The minutes from the ASG Activity Board Meeting held on August 23, 2023 need approval. The Activity Board shall review the minutes and vote. You may view the minutes to approve on the [website](#).

Recommendations: *Move to approve the minutes from the ASG Activity Board Meeting held on August 23, 2023*

Submitted by: Robin Herndon, ASG Technician

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 8/23/23

Item Type: Action ___ Information ___x_Discussion_x___

Agenda Section: 3.0

Item Number: 3.1

Agenda Item Title: September and October Events

Background: There will be a discussion for September and October Events. The calendar will be displayed and officers with ideas for September and October Events should discuss and make sure their event dates do not overlap.

Recommendations: N/A

Submitted by: Lynn Suh, ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 9/13/23

Item Type: Action ___ Information ___x_Discussion_x___

Agenda Section: 3.0

Item Number: 3.2

Agenda Item Title: Reimbursement Process

Background: Advisors are now allowed to use their personal credit cards and get reimbursed for ASG related needs.

All purchases MUST be APPROVED during an ASG Senate meeting BEFORE the purchase is made. Otherwise, an advisor will not be able to get reimbursed.

Officers are encouraged to check ASG's existing supply inventory 1st before requesting purchases. If purchases are needed, they must review the [Approved Vendor List](#) first before asking an ASG Advisor to make a reimbursable purchase.

- Bulk incentive items must still be purchased at Costco
- Supplies must be purchased at Office Depot.

Purchases made by advisors must be purchases that are ready to be made online and will be delivered.

Although it may seem more convenient to ask an advisor to make a purchase and get reimbursed, please remember that each advisor has different personal financial circumstances. This process should not be abused and never cause financial burden on an advisor.

Exceptions:

- Bulk incentive purchases for special events such as Multicultural Day
- Items that are specific to that vendor that cannot be purchased online or delivered

Recommendations N/A

Submitted by: Lynn Suh, ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 9/13/23

Item Type: Action _x_ Information ___ Discussion _x_

Agenda Section: 3.0

Item Number: 3.3

Agenda Item Title: CCC Movie Night

Background: Discuss which movie of the three shall be presented at CCC for it's community movie night, the picked movies are Spider-Man: Across the spider-verse, Lego Batman & Corpse bride, if the listed movies aren't appropriate for viewing we will discuss the topic further to determine a movie that will both attract a large audience and that many will enjoy (focus towards a younger audience), if a movie is picked out it'll be move forward for a showing to the public

COST: N/A

Recommendations: N/A

Submitted by: Jesus Martinez Desantiago, Social Student Involvement Coordinator-CCC

Approved By:

Moved By:

Secoded By:

Carried:

Failed:

Tabled:

Date: 9/13/23

Item Type: Action ___ Information ___ Discussion_x__

Agenda Section: 3.0

Item Number: 3.4

Agenda Item Title: mug decorative event

Background: This event will be focused on holding a decorative event for students where they will receive a mug that they'll decorate from the available resources provided and upon completion will take it home as well as be provided with some beverages for their newly created mug. We'll discuss whether this event can be moved forward along with making any necessary changes to it along with any add-ons

COST: N/A

Recommendations: N/A

Submitted by: Jesus Martinez Desantiago, Social Student Involvement Coordinator-CCC

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 09/13/23

Item Type: Action ___ Information _x_ Discussion_x_

Agenda Section: 3.0

Item Number: 3.5

Agenda Item Title: Halloween event: "Find the ghost!"

Background: The purpose of the event is for students to relax and celebrate Halloween. It is expected to be held on the afternoon of October 30th or 31st for 2 and half hours. In the event, instead of finding a real ghost, students need to find a "paper ghost" hidden around Student Center, Canyons Hall and Honor Grove in the Valencia campus to get a candy bag. 100 students are expected to participate. To prevent more than 100 students attending the event, it needs lots of candy and lollipop (lollipop is needed for specific purpose, because I want to decorate it as a cute figure :D). If there are more candy bags left, they will be donated to BaNC.

COST: N/A

Recommendations: Move to approve Find the Ghost Event

Submitted by: Lijuan Zhu, Vice President of Activities - Valencia Campus

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 9/13/23

Item Type: Action

Agenda Section: 3.0

Item Number: 3.6

Agenda Item Title: Voter Registration Table

Background: On September 21st, from 12:00 PM to 2:00 PM, the Student Trustee and ASG President will host a Voter Registration Table at the Valencia Campus flagpole. Their primary objectives include educating students about the voter registration process and assisting them in completing the necessary forms.

Recommendations: Move to approve time and date of event

Submitted by: Chris Bordbar, ASG President

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled: