

Associated Student Government

Minutes

Wednesday, February 8, 2023

4:00 p.m. STCN-129

Activity Board Meeting

[Teleconference Location:](#)

Members Present:

Sharika Shahid, Executive Vice President of Activities
Kimberly Lopez, Vice President of Activities – Valencia campus
Ellie Wingo, Vice President of Inter Club Council
Stephanie Smith, Officer of Equity
Erik Polanco, Officer of Marketing and Information
Katherine Tovmasyan, Public Affairs Officer
Chiao Chi, Cultural Student Involvement Coordinator I- Valencia
Caitlin Herron, Social Student Involvement Coordinator I
Kaelani Keesee, Social Student Involvement Coordinator- Canyon Country Campus

Members Absent:

Others Present:

Robin Herndon, ASG Technician
Lynn Suh, ASG Activities Advisor
Joanna Kelly, CCC Advisor
Kelly Dapp, ASG Advisor

1. General Business:

1.1 ***Call to order/Welcome/ Recognition of Quorum***

Officer **Sharika Shahid** calls the Activity Board Meeting of the A.S.G. to order at 4:02 p.m. with quorum established and 4 ASG Officers present.

1.2 ***Announcements:*** none

1.3 ***Approval of the ASG Activity Board Meeting of February 8, 2023***

Motion: Kimberly Lopez, Vice President of Activities – Valencia campus

Second: Katherine Tovmasyan, Public Affairs Officer

Record of Board Vote... 4-0-0

1.4 ***Open Forum:*** none

2. Consent Calendar:

2.1 Approval of the ASG Activity Board Meeting Minutes from November 16, 2022

Motion: *Caitlin Herron, Social Student Involvement Coordinator I*

Second: *Kimberly Lopez, Vice President of Activities – Valencia campus*

Record of Board Vote...4 -0-0

3. Regular Board Meeting Items:

3.1 **Action:** Action – COC Campus Cook Out

Motion: *Kimberly Lopez, Vice President of Activities – Valencia campus*

Second: *Chiao Chi, Cultural Student Involvement Coordinator I- Valencia*

Background: The Multicultural Center will be hosting a campus-wide bbq to celebrate Black History Month. The event will be held on Tuesday, February 21, 2023 from 12-2pm and will be held outside of the Student Center. The Multicultural Center is interested in collaborating with ASG on the event. In addition to the bbq, Ujima Scholars and African American/Black Student Alliance will be hosting a scavenger hunt in the afternoon following the cook out. The extent of ASG's collaboration would include providing some funding for the food and to host an activity during the event.

Discussion needs to take place to determine whether ASG would like to collaborate with the Multicultural Center on the COC Campus Cook Out. If approved, ASG will also need to discuss who will be in charge of ASG's involvement and who will be helping with the event.

COST: TBD

- Flavio touched on this earlier meeting
- Assist with advertise and financial assistance
- This vote would approve the collaboration for the event only
- Financial assistance may be discussed today to be approved at next week's senate meeting
- Resource table with ASG table
- Advertisement efforts and financial assistance is in favor of board and Choi, Katherine, Stephanie, and Erik is available to help during event
- ASG info table and what is on the table and the content to discuss at the table
- Proposed \$3,000 in financial assistance for the event
- At the beginning of the year, \$8,000 was awarded to the cultural account
- ASG table at an event would not constitute as event.
- Will create an agenda item for next meeting
- Agenda items for next week's Senate meeting are due today.
- Discussion of \$1,500 is proposed but concern with the involvement from ASG
- Planning meetings will take place prior to the event

Recommendation: *Move to approve ASG's collaboration with the Multicultural Center on the COC Campus Cook Out.*

Record of Board Vote...4-0-0

3.2 Action: Paw Print Survey

Motion: *Kimberly Lopez, Vice President of Activities – Valencia campus*

Second: *Caitlin Herron, Social Student Involvement Coordinator I*

Background: The objective for this event is to survey students on what they'll like to see in the Paw Print with yes/no questions. Not only will this event give the Paw Print knowledge on student interest for the next issue but the event's data will be used for one of the articles about student interest on campus. Snacks previously ordered will be used along with foldable tables.

COST: n/a

- Erik wants to see what the students would like to see added to the Paw Print
- Great way to learn, adapt and create a better project
- Marketing discussion may take place for the Paw Print
- Will send the draft of the Paw Print tomorrow
- Event will take place on February 22 from 11 until 12pm.
- Will use Costco snacks as incentives during the event?
- Survey will be given as a google form through a QR code
- Will incorporate spring break fun to entice students to complete the survey
- May offer the Boba and will submit an agenda item

Recommendation: *Move to approve the Paw Print Survey.*

Record of Board Vote...4-0-0

3.3 Action: Multicultural Day

Motion: *Kimberly Lopez, Vice President of Activities – Valencia campus*

Second: *Katherine Tovmasyan, Public Affairs Officer*

Background: Multicultural Day is a legacy event that we had established in the spring of 2022! We will be having multiple booths representing various cultures throughout ASG and inviting clubs to share their cultures as well if they choose. We are looking into catering from various restaurants to serve as an incentive. The date is not confirmed, however I am looking to hold it on April 25th from 1-3pm if that time works for most people holding a booth. We will continue to discuss Multicultural Day as we prepare!

COST: n/a

- Exact budget has not yet been determined
- Contact individual booths and vendors
- Since this item is approved a general time available is discussed for Tuesdays
- Tuesday from 1-3pm
- If the time does not work, will find other times to meet
- Directors may assist at booths
- Please send her the restaurant and type of food you would like to provide at your table
- Contact the restaurant to get their w-9 forms, if they can take a check and if they deliver as it is preferred
- Will update your all on incentives but ideas are welcome in handing out incentives
- Keep food at a certain portion of the event

- Random notecard that has three tables or a certain number of tables to incentivize those to visit more tables
- A passport may also be used to show the table that have been visited during the event
- To tie in education, a form will be filled out that will be expected from all tables to detail the process to ensure everything goes smoothly

Recommendation: Move to approve Multicultural Day.

Record of Board Vote...-0-0

4. Reports (Reports are limited to 5 minutes)

4.1 Officers Reports

- 4.1.1 **Director Reports-**
- 4.1.2 Executive Vice President of Activities- **Sharika Shahid**- For events, an evaluation form will be needed after the event to reflect on the success of your event. The details like where and when it was held will also be given. This helps with future event planning.
- 4.1.3 Vice President of Activities—Valencia – **Kimberly Lopez** – Ideas for events to hold. Ideas for acts of kindness
- 4.1.4 Vice President of Activities—Canyon Country –(**Vacant**)
- 4.1.5 Social Student Involvement Coordinator I—Valencia – **Caitlin Herron**- May have an event with some type of grams and St. Patrick’s Day
- 4.1.6 Social Student Involvement Coordinator II—Valencia – (**Vacant**)
- 4.1.7 Social Student Involvement Coordinator— Canyon Country -**Kaelani Keesee**- Absent
- 4.1.8 Cultural Student Involvement Coordinator I – Valencia – **Chiao Chi-Holding** an event in March on the Lunar New year or International Women’s Day
- 4.1.9 Cultural Student Involvement Coordinator II—Valencia – (**Vacant**)
- 4.1.10 Cultural Student Involvement Coordinator— Canyon Country- (**Vacant**)
- 4.1.11 Public Affairs Officer – **Katherine Tovmasyan** –Check the number of followers from the Welcome Day to see if more incentive should be given.
- 4.1.12 Vice President of Inter Club Council- **Ellie Wingo** -nothing
- 4.1.13 Officer of Equity - **Stephanie Smith** -absent
- 4.1.14 Officer of Marketing and Information- **Erik Polanco**- Have first event
- 4.1.15 ASG Technician- **Robin Herndon** – item for cotton candy machine next week
- 4.1.16 Advisor – **Joanna Kelly**- nothing
- 4.1.17 Advisor- **Lynn Huh**- nothing

5. Open Forum:

Elaborating on the “Acts of Kindness” basing future events on “Acts of Kindness” and this is also happening across the board

Katherine Tovmasyan, Public Affairs Officer leaves at 4:38 pm

Examples of what kindness looks like are given

Next Activity Board will be the last week of February and figure out March and April's events for the next meeting.

6. Announcement of the Next Meeting- February 22, 2023

7. Adjournment (4:41p.m.)

Motion: Kimberly Lopez, Vice President of Activities – Valencia campus

Second: Caitlin Herron, Social Student Involvement Coordinator I

Record of Board Vote: 3-0-0 with Katherine not present