

Associated Student Government

Minutes

Wednesday, August 31, 2022

2:30p.m. STCN-129

Activity Board Meeting

Teleconference Location:

*Canyon Country Campus
17200 Sierra Highway, Room 204
Santa Clarita, CA 91351-1622*

Members Present:

Sharika Shahid, Executive Vice President of Activities

Kimberly Lopez, Vice President of Activities – Valencia campus

Stephanie Smith, Officer of Equity

Kaelani Keesee, Social Student Involvement Coordinator- Canyon Country Campus

Catlin Herron, Social Student Involvement Coordinator I – Valencia

Jesse McClure, Student Trustee

Members Absent:

Others Present:

Robin Herndon, ASG Technician

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 3:01 p.m. with quorum established and 3 ASG Officers present.

1.2 Announcements: none

1.3 Approval of the ASG Activity Board Meeting of August 31, 2022

Motion: ***Kaelani Keesee, Social Student Involvement Coordinator- Canyon Country Campus***

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

Record of Board Vote... 3-0-0

1.4 Open Forum: none

2. Consent Calendar:

2.1 Approval of the ASG Activity Board Meeting Minutes from May 11, 2022

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

Second: *Kaelani Keesee, Social Student Involvement Coordinator- Canyon Country Campus*

Record of Board Vote... 3-0-0

3. Regular Board Meeting Items:

3.1 Action – ASG Equity Focus Group

Motion: *Kaelani Keesee, Social Student Involvement Coordinator- Canyon Country Campus*

Second: *Catlin Herron, Social Student Involvement Coordinator I – Valencia*

Background: The purpose of this event is to allow students to express their various experiences and potential issues that need to be solved on campus relating to equity. There will be an opening presentation about my position and various other topics. We will also provide participating students with water and snacks. The date for this event would be Tuesday, September 13 in the Student Center room 229 from 1:30-2:30pm at the Valencia Campus. I expect to provide for about 20-30 students.

COST: *Not to exceed \$60 from account number 001.9226*

Costco - Frito Lay Fun Flavor Mix, Variety Pack (pack of 54) = \$23.99

Office Depot - 2 x Pure Life Purified Water, 8 Oz, (pack of 24) = \$29.38

Total: \$53.37 without tax

- Location is STCN128 from 1pm until 2pm.
- Open conversation to get student experience to see if any issues should be addressed within her position.
- Barriers students have faced and open floor to discuss any personal opinions about the school.
- Suggestion is to increase the amount to have approved.
- Will increase the amount to provide a cushion.

Recommendation: *Move to approve ASG Equity Focus Group event.*

Record of Board Vote...3-0-0

3.2 Action – STEM Mixer

Motion: *Kaelani Keesee, Social Student Involvement Coordinator- Canyon Country Campus*

Second: *Catlin Herron, Social Student Involvement Coordinator I – Valencia*

Background: The purpose of this event is to not only celebrate Stem students but the Canyon Country Campus for housing a lot of Stem-related classes. I would like to hold a stem mixer for one key reason; to build connections amongst the stem students. After the pandemic college students have not been able to be together as a community and build connections. During the mixer, there will be activities such as a post-its board where students will write where they would like to transfer to or their future profession and origami making. This event will take place in the Takeda building in the Canyon Country Campus on September 27th from 5 pm to 6 pm. Snacks will be provided, and I hope to provide them for 20 students.

COST: *Should not exceed \$50*

Costco- Chips 1 (1 box of 30 count chips): $1 \times 22.19 = 22.19$

Costco- Honest Kids organic juice (pack of 40): $1 \times 11.49 = 11.49$

Total: 33.68 without tax

- CCC has many STEM students taking classes.
- Get like-minded people together to potentially hold study groups.

Recommendation: Move to approve STEM Mixer event

Record of Board Vote...3-0-0

3.3 Action– Post-Constitution Day Pledgister Event

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

Second: *Kaelani Keese, Social Student Involvement Coordinator- Canyon Country Campus*

Background: Jesse and I are planning an event in coordination with A Band of Voters and our ASG for September 19th at 11am-1pm. We will be having students read the constitution, pledge to register and vote with their friends, and take photos/record audio of why they care about voting at this never seen before event!

Cost: n/a

- Legislative portion of event is being handled by Collin.
- Easy as possible type of event that will have a microphone and pocket Constitutions to give out.
- Hashtag Constitution Day and post it on Instagram for more publicity.
- Flagpole is likely the best location to use for this event.
- Polaroid camera available to use for Advocacy events and can create a temperature type representation.
- Funding is not needed for this event as Financial Aid is collaborating.

Recommendation: Move to approve Post-Constitution Day Pledgister Event

Record of Board Vote...3-0-0

3.4 Action – Kahoot Night

Motion: *Catlin Herron, Social Student Involvement Coordinator I – Valencia*

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

Background: Having all courses completely online can make socializing and finding friends difficult for many online students. In an effort to invite online students to get together, I want to host a Kahoot night where we have random trivia questions displayed on zoom. This event will be completely online and take place on Thursday, September 22 at 4PM and run until 5:00PM. The top 3 players will receive a goodie bag as a prize that includes snacks, movie tickets, and COC swag (pins, drawstring backpack, tattoos, COC Flag)! There will be 2 games throughout the event. I expect to provide for about 6 students. Students can pick up the items at the Campus Life desk on the Valencia campus within a time frame!

Movie Tickets: $6 \times \$9.50$

Costco: Welch's Fruit Snacks 90 Ct: \$15.49 // Hello Panda 32 Ct: \$10.39 // ACT II Microwave Popcorn 36 Ct: \$14.79

Total: \$97.67 before tax

Cost: *Not to exceed \$150*

- The plan is to reuse some event items for future events.
- Help is requested for the event.
- There will be a total of 6 winners.
- Prizes will be available for pick-up in the Campus Life office at the Valencia campus.
- Advertisement through Canvas is suggested.

Recommendation: *Move to approve Kahoot Night.*

Record of Board Vote...3-0-0

3.5 Action – Scatter Student Support

Motion: *Catlin Herron, Social Student Involvement Coordinator I – Valencia*

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

Background: In an effort to promote mental health as we near midterms, I wanted to create an event where students can indirectly offer support to one another. In this event, students will be able to write a positive message on a note card, read it out loud, and place it in a basket designated as "Peer Positivity." In another basket designated as "ASG Support," students will be able to pick up a notecard that offers an affirmation/positivity made by ASG officers (if they would like to help). Students who participate in this event will be able to pick up a goodie bag filled with leftover fruit snacks, Hello Panda, water, and ACT II popcorn as an incentive! After the event, I would like to spread all of the student notecards throughout campus for students to read as they pass by. I expect to provide for about 30 students. The event will take place at the CCC on Thursday, September 29th from 11AM-12PM.

Costco/Office Depot - 2 x Pure Life Purified Water, 8 Oz, (pack of 24) = \$29.38 + 2 x Paper bag (24 ct) = 23.98

Total: \$53.36 before tax

Cost: *Not to exceed \$80*

- Determine how to spread the positive notes around campus at Canyon Country.
- This event will reuse the supplies from the previous event.

Recommendation: *Move to approve Scatter Student Support.*

Record of Board Vote...3-0-0

3.6 Action – Therapy Dogs.. For you!

Motion: *Kaelani Keesee, Social Student Involvement Coordinator- Canyon Country Campus*

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

Background: Every year we hold therapy dog events in order to allow students to relax in between their classes. It's been highly requested every year on the Valencia Campus so I plan on holding the event on both the CCC and Valencia campus this semester! The event would be outdoors right before midterms at the Honor Grove for Valencia on October 4th and at the Upper Plaza/Lobby in the science center for the CCC on October 6th. The event will be held from 11AM-12PM .

- If it is hot, the plan is to bring the event into the lobby at both campuses
- Pop-up tent is also suggested for weather issues.
- Invite other departments such as Health Center and Counseling, since this is a stress-buster event.

Cost: n/a

Recommendation: *Move to approve Therapy Dogs... For You! Event.*

Record of Board Vote...3-0-0

3.7 Discussion– Fall Fest... For you!

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

Second: *Kaelani Keesee, Social Student Involvement Coordinator- Canyon Country Campus*

Background: On our last day of ASG training, we all talked about working on one entire event called Fall Fest! I wanted to talk to all of you about setting a solid date for the event and the ideas that you have for your booth.

Cost: n/a

- One big event with individual activities at different booth to raise awareness on resources available to students.
- Suggestion box will be located at beginning and at the end of the event layout.
- Lunch is suggested if holding during lunch-time.
- Walk-through type of an event;
- Creating a form and will send it out to all departments and clubs to see if interested in participating.
- Popcorn and snow cone machine usage for the event.
- Officers may have own activity or help out with someone else's activity.
- Later in the day, perhaps offer a movie screening?
- Tuesday, October 25th is suggested for the event date.
- Fridays are less busy with foot traffic and is not the best day to hold an event.
- 1:00 pm until 4:00 pm is the event timeframe.
- Honor Grove is suggested for location, depending on the department turnout.
- Discussion on inviting clubs along with departments.
- Shade provided will be pricey to reserve.
- 4 Canopies are available for use to ASG and Campus Life only.
- Incentives- popcorn, lunch (pizza or subway), pins, etc.
- Lawn games- Directors or club members may work this station.

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- Director Interview discussion and details. Look at the event calendar to make sure event does not overlap.
- 4.1.3 Vice President of Activities—Valencia — Kimberly Lopez — Working on Transfer night. Discussion of the best day to hold the event based on when applications are due. Beginning of November is suggested for the event.
- 4.1.4 Vice President of Activities—Canyon Country —(**Vacant**)
- 4.1.5 Social Student Involvement Coordinator I—Valencia- Caitlin Herron-Nothing
- 4.1.6 Social Student Involvement Coordinator II—Valencia — (**Vacant**)
- 4.1.7 Social Student Involvement Coordinator— Canyon Country -Kaelani Keesee- Event approve and will make flyers.
- 4.1.8 Cultural Student Involvement Coordinator I – Valencia - (**Vacant**)
- 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 -(**Vacant**)
- 4.1.12 Vice President of Inter Club Council- (**Vacant**)
- 4.1.13 Officer of Equity - Stephanie Smith — Working on event advertisement.
- 4.1.14 Officer of Marketing and Information- (**Vacant**)
- 4.1.15 Executive Liaison Officer- (**Vacant**)
- 4.1.16 Student Trustee- Jess McClure — Report back with dates for town hall
- 4.1.17 Executive Vice President — Clarissa Zuo-absent
- 4.1.18 ASG Technician- Robin Herndon — none
- 4.1.19 Advisor — Joanna Kelly- none
- 4.1.20 Advisor- Kelly Dapp- Joanna will reach out to Caitlin for a mini training and Kaelani will go over some details. If you decide to appoint any directors, please put on the agenda for approval. Homecoming is a Thursday night and will hold event before the game. Working with Chad Peters.

5. Closing Forum:

Thank you Sharika for stepping up to run both meetings!

6. Announcement of the Next Meeting- September 14, 2022

7. Adjournment (3:42p.m.)

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

Second: Kaelani Keesee, Social Student Involvement Coordinator- Canyon Country Campus

Record of Board Vote: 3-0-0