

Associated Student Government

Minutes

Wednesday, September 13, 2023

2:30 p.m. Hasley Hall 137

Activity Board Meeting

[Teleconference Location:](#)

Members Present:

Kristian Mengistu, Executive Vice President of Activities

Sanjana Sudhir, Executive Liaison Officer

Stephanie Ofilada, Public Affairs Officer

Lijuan (Judy) Zhu, Vice President of Activities – Valencia

Yu Wu, Cultural Student Involvement Coordinator 1

Erik Polanco, Cultural Student Involvement Coordinator 2

Jesus Martinez Desantiago, Social Student Involvement Coordinator-CCC

Jiahong (Johnson) Sun, Social Student Involvement Coordinator 1

Cody Imperial-Pham, Social Student Involvement Coordinator 2

Members Absent:

Harrison Kim, Officer of Marketing and Information

Ellie Wingo, Vice President of Inter Club Council

Others Present:

Robin Herndon, ASG Technician

Lynn Suh, ASG Activities Advisor

Joanna Kelly, CCC Advisor

1. General Business:

1.1 Call to order/Welcome/ Recognition of Quorum

Executive Vice President of Activities, ***Kristian Mengistu***, calls the Activity Board Meeting of the A.S.G. to order at 2:32 p.m. with quorum established and 7 ASG Officers present.

1.2 Announcements: none

1.3 Approval of the ASG Activity Board Meeting of September 13, 2023

Motion: ***Jesus Martinez Desantiago***, Social Student Involvement Coordinator-CCC

Second: ***Lijuan (Judy) Zhu***, Vice President of Activities – Valencia

Record of Board Vote... 7-0-0

1.4 Open Forum: none

2. Consent Calendar:

2.1 Approval of the ASG Activity Board Meeting Minutes from August 23, 2022

Motion: *Jesus Martinez Desantiago, Social Student Involvement Coordinator-CCC*

Second: *Stephanie Ofilada, Public Affairs Officer*

Record of Board Vote...6 -0-1 with Erik Polanco, Cultural Student Involvement Coordinator 2, abstaining

3. Regular Board Meeting Items:

Motion to table agenda items 3.1 and 3.2

Motion: *Erik Polanco, Cultural Student Involvement Coordinator 2*

Second: *Jesus Martinez Desantiago, Social Student Involvement Coordinator-CCC*

Record of Board Vote... 7-0-0

3.1 Discussion: September and October Events

Motion: *Jesus Martinez Desantiago, Social Student Involvement Coordinator-CCC*

Second: *Erik Polanco, Cultural Student Involvement Coordinator 2*

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.

Wants to hold pop-ups the week of Homecoming event.

To excite students and give them the knowledge, Erik would like to hold a mini event on Tuesday, 26th (bucket Ball) through 27th Wednesday (Corn Hole) from 11:45 until 12:45 pm.

This will be to advertise the Homecoming and will get a T-shirts for participation tentatively.

T-shirts will be handed out to first people that attend the game.

These may or may not be available to hand out for the pre-game events as alternative items.

Invite team players to be present at the pre-events.

Reason for food permit explanation.

ASG wants to have Popcorn at the ASG Table.

The event starts at 3:00pm on Saturday.

A half-time event will be done with musical chairs that the audience will be randomly chosen to play.

Help is needed for the ASG table and during the game.

Spirit week activities will be held at Valencia.

Sanjana will hold some events during this week at CCC on Tuesday, 26th from 11:30 until 12:30 pm and would like to have (Corn Hole and Giant Connect 4).

Friday is not recommended as a day to hold an event.

Supplies to purchase will need to be approved by next week.

Some games to select from are: Corn hole, bucket of balls, football hole, soccer hole or carnival games.

Theme is blue crew for Homecoming.

Another event taking place is Mid-Autumn Festival where they will eat Mooncake to give out during the events.

This will take place on Thursday, September 28 from 12:30 until 1:30 pm at the Valencia campus flagpole.

Share history of Mid-Autumn Festival while eating mooncake and the history behind the item as well as ingredients.

Tea will also be served during the event.

Budget item will be approved at the next meeting.

Advice event next week will be to take a piece of advice and leave a piece of advice for the next student.

See calendar for additional event details.

Pumpkin Carving Event is a suggested idea.

Rock event was taking place in November around gratitude.

Fall Fest may incorporate a Pumpkin Carving Contest that includes games.

The event also incorporated clubs with fun activities.

About 6 clubs/departments attended last year's fall festival in the Honor Grove.

The duration of time was too long and should be shortened for this year's event.

Fall fest will take place on the 17th of October tentatively.

Erik will lead this event.

Approval for the budget will still be needed.

By October 11th, the event details should be ready to go.

Send Erik the supplies and budget needed for each of the booths.

Time of event will be 11:45 until 1:45 pm

If you sign up for booth, please make sure to be present with at least 30 minutes ahead of start time.

Clean-up is also needed for those who sign up for a table.

For Erik's booth, should have a cultural component tied to booth.

Contact Erik to host a booth for Fall Fest.

Incentives may include candy for each booth or if you win the games, a prize is awarded.

If a certain number of prizes is earned, students may earn another prize.

Jersey Mike's is suggested as incentives.

Popcorn machine is another suggestion during the event.

Cotton Candy is also suggested during the event.

Snow Cone is also an option for the event.

Club involvement or keep simple this year with a cap on the number of tables.

Some departments may include the ICC, BaNC, Student Health & Wellness.

Kristian and Sanjana will help with planning this event.

Any other October events should be discussed now for the first few weeks.

3.2 Discussion: Reimbursement Process

Motion: Erik Polanco, Cultural Student Involvement Coordinator 2

Second: Stephanie Ofilada, Public Affairs Officer

Background: 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

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

Now will have the ability to make purchases online as this is sometimes the best option for purchases.

First check with the Advisor to make sure it is okay to be reimbursed at that time.

3.3 Discussion: CCC Movie Night

Motion: *Jesus Martinez Desantiago, Social Student Involvement Coordinator-CCC*

Second: *Erik Polanco, Cultural Student Involvement Coordinator 2*

Background: Discuss which movie of the three shall be presented at CCC for its 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

The options for Movies are listed in background.

The younger audience includes student's children and is open to the public.

Spider-Man is a good idea and will draw a large crowd.

November 17 is the tentative date of event.

Avoiding holidays as well as his other event dates.

A Halloween Movie Night is also suggested to hold.

Due to the date being after Halloween, may not be best to have this type of theme during the event.

The Board agrees on the movie, Spider-Man: Across the spider-verse.

3.4 Discussion: mug decorative event

Motion: *Erik Polanco, Cultural Student Involvement Coordinator 2*

Second: *Jesus Martinez Desantiago, Social Student Involvement Coordinator-CCC*

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

Get a plain white mug to decorate with nail polish.

Warm water with a few drops of nail polish to make a cool design.

Suggest to offer coffee or Costco drink if not possible.

Time will be from 1:30 until 2:30 pm.

Tea is also suggested or juice if not.

Chef George is hopefully going to be open by then at CCC but contingency plan if not opened.

Date will be on Monday, October 23.

Warm water is needed for the decorating and will provide a container but will get messy and will need to be done in layers.

A tooth pick is typically used to create the design.

Ceramic markers may also be used in lieu of nail polish.

Kits with markers are designed for this specific purpose.

Feedback and suggestions are welcomed as this is in the planning stage.

Would like good products but not too expensive.

Alternative to nail polish is suggested.

3.5 Discussion: Halloween event: "Find the ghost!"

Motion: *Jesus Martinez Desantiago, Social Student Involvement Coordinator-CCC*

Second: *Stephanie Ofilada, Public Affairs Officer*

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.

Chris assisted with the idea for event.

Date of event will be Tuesday, 10/31 from 12:00 pm until 2:30 pm because it would be best to hold a Halloween event on the day of Halloween.

Suggests to hold on Monday, 10/30 rather than Halloween because many people have other plans that day and want to get off campus to go do fun activities.

People have made pre-existing plans for Halloween.

Suggests to shorten hours and hold earlier that day.

Students have classes mostly from 9:00 am until 11:00 am.

Best time to hold an event is from 11:45 am until 12:30 pm during the week.

Jesus can substitute for Chris while he is in class during the event.

Monday will be the date confirmed for the event and time will be 12:00 pm until 2:30 pm.

Chris will come after class ends at 1:00pm.

Idea may be a special ghost to give a special treat.

Print out of ghost to use with a clothes pin around campus for a candy bag.

Idea to award larger candy for different ghosts that are found.

Will have a Ghost with a gold sticker to win extra prizes.

One ghost per person will be also written on ghost to not take the ghost.

The candy will be more than 100 bags.

3.6 Discussion: Voter Registration Table

Motion: *Jesus Martinez Desantiago, Social Student Involvement Coordinator-CCC*

Second: *Stephanie Ofilada, Public Affairs Officer*

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.

Hestia and Chris were instructed to do a Voter Registration Table and all of the materials are already in the office.

He shows a Voter Registration Form that will be completed during the event.

Incentives are not needed but is a good idea.

Student Representation Fee is used to make purchases for Advocacy efforts.

Meeting with Patty Robinson.

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- **Kristian Mengistu** –Questions for Homecoming may be directed to her.

4.1.3 Vice President of Activities—Valencia – **Lijuan Zhu** - no

4.1.4 Vice President of Activities—Canyon Country – (**Vacant**)

4.1.5 Social Student Involvement Coordinator I—Valencia – **Jiahong Sun**- no

4.1.6 Social Student Involvement Coordinator II—Valencia – **Coy Imperial-Pham**-no

4.1.7 Social Student Involvement Coordinator— Canyon Country **Jesus Martinez Desantiago**- thank you for feedback for his upcoming event planning.

4.1.8 Cultural Student Involvement Coordinator I – Valencia – **Yu Wu**- no

4.1.9 Cultural Student Involvement Coordinator II—Valencia – **Erik Polanco**- email him for information or interest in collaborating with his events.

4.1.10 Cultural Student Involvement Coordinator— Canyon Country- (**Vacant**)

4.1.11 Public Affairs Officer – **Stephanie Ofilada** -take pictures of events.

4.1.12 Vice President of Inter Club Council- **Ellie Wingo** -absent

4.1.13 Officer of Equity – (**Vacant**)

4.1.14 Officer of Marketing and Information- **Harrison Kim**-absent

4.1.15 Executive Liaison Officer – **Sanjana Sudhir**- no

4.1.16 ASG Technician- **Robin Herndon** – no

4.1.17 Advisor – **Joanna Kelly**- no

4.1.18 Advisor- **Lynn Huh**- After event is over, required to submit an event evaluation form and it is on the OneDrive.

5. Open Forum: none

6. Announcement of the Next Meeting- October 11, 2023

7. Adjournment (3:45p.m.)

Motion: Jesus Martinez Desantiago, Social Student Involvement Coordinator-CCC

Second: Lijuan (Judy) Zhu, Vice President of Activities – Valencia

Record of Board Vote:7 -0-0