

Associated Student Government

Minutes

Wednesday, September 27, 2023

2:30p.m. Hasley Hall 137

Executive Board Meeting

[Teleconference Location:](#)

17200 Sierra Highway
Santa Clarita, CA 91351-1622

Members Present:

Christopher Bordbar, President
Hestia Sartika, Student Trustee
Caitlin Herron, Executive Vice President
Sanjana Sudhir, Executive Liaison Officer
Kristian Mengistu, Executive Vice President of Activities
Ellie Wingo, Vice President of Inter Club Council
Harrison Kim Officer of Marketing and Information

Members Absent:

Others Present:

Kelly Dapp, ASG Advisor
Lynn Suh, ASG Advisor
Robin Herndon, ASG Technician

1. General Business:

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

Officer **Christopher Bordbar** calls the Executive Board Meeting of the A.S.G. to order at 2:47 p.m. with quorum established and 5 ASG Officers present.

1.2 ***Announcements:*** nothing

1.3 ***Approval of the ASG Executive Board Meeting of September 27th, 2023***

Motion: **Ellie Wingo, Vice President of Inter Club Council**

Second: **Hestia Sartika, Student Trustee**

Record of Board Vote... 5 -0-0 with chair voting

1.4 ***Open Forum:***

Create an Executive Board file on the OneDrive.

Edit the agenda folder to read “upcoming agendas”.

Officer Harrison Kim Officer of Marketing and Information, arrives at 2:48 pm to make quorum 6

Officer Caitlin Herron, Executive Vice President, arrives at 2:48 pm to make quorum 7

2. Consent Calendar:

2.1 Approval of the ASG Executive Board Meeting Minutes from August 30, 2023

Motion: Ellie Wingo, Vice President of Inter Club Council

Second: Hestia Sartika, Student Trustee

Record of Board Vote... 7-0-0 with chair voting aye

3. Regular Board Meeting Items:

3.1 Discussion: Updates on Legacy Projects

Motion: Ellie Wingo, Vice President of Inter Club Council

Second: Hestia Sartika, Student Trustee

Background: Following a productive campus discussion with the executive cabinet, it has become evident that we need to provide an update on our ongoing legacy projects. In addition to reviewing and updating these projects, we will also revisit the list of legacy projects created during our previous executive board meeting as part of this comprehensive process. Once these projects have been thoroughly assessed and refined, the Executive Board will proceed to deliberate on our execution strategies for these goals. This may include presenting them to the ASG Senate for further consideration.

The changing tables and bathrooms and being surveyed for the number and will report that information back.

Feminine hygiene products are to be checked and refilled two times a day.

Why is the receptacle open in the Student Center women’s restroom?

Currently, there is an online suggestion box and figuring out the details for that and meeting with Kelly to figure that out.

VR Campus Tour is not one of the items for the Legacy Projects.

The baby changing tables is also going to be removed.

Campus Life email sent out construction update to all students this last Monday.

Student Feedback System is being worked on by Hestia and she has the template ready for review

Hestia sent out the design idea to the board for feedback on September 12 to all officers.

Once the design has been confirmed the discussion of what to do or purchase with the design may be done.

Hestia will send a reminder out to the board to select the design preference.

Funds would need to come from personal funds if t-shirts are to be designed with the new logo.

A button-making machine is in the office and you may create buttons with the new design.

Update the board next to the restroom and use the new design for this ASG board.

Working on the options for different vending machines that could dispense items to students for free or with using an EBT card.

EBT card acceptance was taking about two years to have approved.

EBT Card acceptance would not be something that can be offered right away.

At CCC, BaNC distributes "BaNC bucks" to use in the vending machines on campus.

Suggestion is to look into the same type of vending machine for the Valencia campus.

Working on using student ID card to obtain food item at no cost.

Adult students also in need of child-care options that take classes at the college.

Another group is working on getting outside child-care for students through LEAP.

Discussion on "Ignite" scratch it as an idea to hold events focusing on this topic.

Buddy project- Ellie is working on this and would like to make this an ongoing project.

This would be helpful for the International students that may be here next year.

Water refill stations was a past legacy project from ASG.

Suggestion is to have hot water available for students to use on campus.

This would be for students when the BaNC is closed.

Create a map that shows the water refill stations on campus and changing tables and other amenities that are scattered around campus.

Listing amenities may be added to the Student Brochures Map.

Make a list of the different amenities on the Map and have one for CCC as well.

Will work with Erik on updating map with amenities.

QR codes were used with the brochures last year for the different sections.

The digital version will have more room to add things but a link should replace the place of the QR code descriptions.

Added Map to the student brochure item to equal 11 now.

An idea is to click on a building to detail the contents of that building and amenities.

When translating to other languages will include updates to Map.

Those in charge of Legacy Project items, submit any updates to Chris for future progress or discussion.

Reviewing officer position descriptions is another item for the Legacy Project.

If help is needed for specific project, an Ad Hoc may be created for each project.

The process to initiate changes to officer descriptions may start with current officers reviewing the current positions they hold to make sure there are no suggested changes.

This would be approved with a first, second, then final reading of the changes made to the Bylaws for officer descriptions.

Once the Bylaw changes are confirmed, the description may be updated on the website to reflect the approved changes.

To remove any position would be a different process.

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** –nothing

- 4.1.3 Vice President of Inter Club Council- **Ellie Wingo** - nothing
- 4.1.4 Officer of Marketing and Information-**Harrison Kim**- nothing
- 4.1.5 Officer of Equity- (***Vacant***)
- 4.1.6 Executive Liaison Officer- **Sanjana Sudhir**- nothing
- 4.1.7 Student Trustee- **Hestia Sartika** nothing
- 4.1.8 Executive Vice President – **Caitlin Herron**- nothing
- 4.1.9 President- **Christopher Bordbar** - nothing
- 4.1.10 ASG Technician- **Robin Herndon** – nothing
- 4.1.11 Advisor – **Joanna Kelly**- absent
- 4.1.12 Activities Advisor- **Lynn Suh**- nothing
- 4.1.13 Lead Advisor- **Kelly Dapp**- nothing

5. Closing Forum:

6. Announcement of the Next Meeting- TBD

7. Adjournment (3:30p.m.)

Motion: Ellie Wingo, Vice President of Inter Club Council

Second: Caitlin Herron, Executive Vice President

Record of Board Vote: 7-0-0 with chair voting Aye