

# Associated Student Government

## Minutes

Wednesday, August 30, 2023

1:30 p.m. Hasley Hall 137

Senate Meeting

[Teleconference Location:](#)

17200 Sierra Highway  
Santa Clarita, CA 91351-1622

### Members Present:

**Christopher Bordbar**, President

**Caitlin Herron**, Executive Vice President

**Hestia Sartika**, Student Trustee

**Sanjana Sudhir**, Executive Liaison Officer

**Harrison Kim**, Officer of Marketing and Information

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

**Stephanie Ofilada**, Public Affairs Officer

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

**Yu Wu**, Cultural Student Involvement Coordinator 1

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

**Jiahong (Johnson) Sun**, Social Student Involvement Coordinator I

### Members Absent:

**Kristian Mengistu**, Executive Vice President of Activities

### Others Present:

**Kelly Dapp**, ASG Advisor

**Robin Herndon**, ASG Technician

**Lynn Suh**, ASG Advisor

**Joanna Kelly**, CCC Advisor

**Melinda Ursetta**, ASG Technician

## 1. General Business:

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

ASG President, **Christopher Bordbar** calls the Senate Meeting of the A.S.G. to order at 1:32 p.m. with quorum established and 10 ASG Officers present.

### 1.2 Flag Salute/Trophy Cup:

**Harrison Kim**, Officer of Marketing and Information, leads us in the Flag Salute.

**Harrison Kim**, Officer of Marketing and Information passes the Trophy Cup to **Jesus Martinez Desantiago**, Social Student Involvement Coordinator-CCC because he is doing great with CCC events especially the movie nights

**1.3 Announcements:**

Happy Birthday to both of the officers Johnson and Hestia.

Sara has resigned from her position and will take on a Director position due to being unable to make the quorum time.

Clarification on the process to changing from and the ASG officer position to a director position due to requirements.

**1.4 Approval of the ASG Senate Meeting of August 30, 2023**

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

**Second: judy**

**Record of Board Vote...10 -0-0 with chair voting**

**1.5 Open Forum: none**

**2. Consent Calendar:**

**2.1 Approval of the ASG Senate Meeting Minutes from August 23, 2023**

**Motion to pull Consent Calendar item 2.1**

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

**Second: Stephanie Ofilada, Public Affairs Officer**

Update the start time of the meeting from 3:00 pm to 1:30 pm.

**Record of Board Vote... 10 -0-0 with chair voting aye**

**Caitlin Herron, Executive Vice President arrives at 1:37 pm to make quorum 11**

**2.2 Action: Appointing Director of Publicity**

**2.3 Action: Appointing Assistant to Social Student Involvement Coordinator II – VC**

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

**Second: Hestia Sartika, Student Trustee**

**Record of Board Vote... 11-0-0 with chair voting aye and Officer Herron now present**

**3. Regular Board Meeting Items:**

**3.1 Action: Approval of Revised ASG Budget 2023-2024**

**Motion: Caitlin Herron, Executive Vice President**

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

**Background:** The outgoing 2022-2023 ASG Senate approved ASG's tentative operating budget for 2023-2024. Since then, year-end totals have been calculated including total revenue received from the Student Support Fee. Unfortunately, Student Support Fee revenue has been steadily decreasing over the past several years due to enrollment trends

resulting most recently in a \$150,000 shortfall in anticipated Student Support Fee funds for 2022-2023.

While ASG has been able to sustain its budget due to healthy monetary reserves in recent years, those funds have significantly decreased. As a result, cuts need to be made to this year's ASG's budget.

Cost:

N/A

MOU clarification for some items such as campus escort, DashPass, BaNC employment, and salaries for Valencia and CCC staff.

Review of the changes made to the different accounts.

All technology needs are up to date.

Explanation of scholarship reduction.

Per request, the social and cultural accounts were combined for Valencia like CCC already was in place.

Based on last year's spending, the accounts were reduced.

Some other accounts that were reduced are the accounts to award the ASG officers and directors that meet requirements.

Due to the financial stress, there is a need to raise student support fee.

Funding Reserves are almost gone that was added to the budget in previous years.

In addition, the deficit needs to be satisfied.

Explanation of Athletic dues: will be looked into in order to find out if this is required for Associated Students

Approvals made last week are still good.

Legacy could also focus on things that do not incur a cost, such as Multicultural Day.

An idea would be to restructure ASG.

Explanation of 25Score card and the uses.

DashPass is in a MOU until the contract is up which is about 3 or 4 more years.

~~CCC budget for social and cultural account may be reduced to \$6,000 rather than \$9,000.~~

There are currently 2 officers that do not anticipate spending that amount at CCC.

Dry-cleaning is used for the Cougar Mascot frequently.

Cougar Mascot is used at many different events.

Stoles for ASG may be purchased but would need to be out-of-pocket.

Explanation of the change last year to bank accounts due to changes made from Citibank.

All merchant activity goes through checking account now.

Savings are gone so the options to put funds in a different type of account such as a CD is not available.

Service award explanation for ASG officers.

ASG Grants and the difference between the this and the Service Award account.

Clarification of why the amount was brought down.

Scholarships that ASG provides is not all of the opportunities for COC scholarships.

Previously met this week to discuss the need to raise the Student Support Fee.

Different things of focus when presenting the fee increase such as requesting district contribution initially.

Looking into different options but a fee increase would first need to have approval from the ASG Board, the from the Board of Trustees.

Last time this fee was raised was in 2006.

Fundraiser allowable for clubs but not allowed for ASG in the policy.

Explanation of the expenses for club accounts.

Some things that are purchased as incentives are tablecloths or posters for the club.

Clubs are awarded at the end of the year based on their involvement throughout the year.

End of the year account may be reduced but incentive would be more difficult to reduce.

Difficult to determine with clubs being more active this year.

Explanation of the different accounts associated with the clubs and orgs account of \$5,000.

Last year spending was about \$4,000 for Clubs.

If additional funding is needed, a transfer of accounts may take place as an option.

~~\$3,000 cut from Social and Cultural events which should be placed into the General Scholarships accounts for \$3,000~~

Explanation of the ability to transfer funds to different account within ASG budget with an agenda item to approve the transfer.

The Student Representation Fee is a different source of funding and would pay for anything related to advocacy efforts.

Events that have any type of Advocacy may incorporate the Student Rep Fee Accounts.

\$13,000 is the approximate amount for advocacy efforts

Suggestion of the Legacy Project and the funding options.

Past scholarships award amount about \$500 as well as transfer scholarships.

Awarded \$48,000 last year in scholarships.

CCC Legacy account was also cut.

CCC Legacy Project suggestions such as a 3D camera Tour -Accessible for students and a walk-thru style tour.

Scholarship amount discussion vs. past scholarship amounts.

Added a Merit-based scholarships last year.

**Suggest to reduce the CCC Social and Cultural to \$5,000 to give another \$1,000.**

Welcome Day vs. CougarFest funding.

**\$500 for Valencia Legacy**

**\$500 for CCC Legacy**

~~\$3,000 for Scholarships~~

The Budget will be finalized after approving the changes today.

Funds may always be transferred at a later time as needed.

Cost of living increase has contributed heavily.

Different vendors are being looked into to purchase ink replacements for the copies made at the ASG computer lab.

Miscellaneous income explanation that Melinda was able to take from no longer used.

ASG scholarships that had no usage over the past few years will be reverted back into the budget.

The total amount of scholarships fluctuates from year to year.

Scholarships for both officers and directors:

**\$2,000 will be placed into the ASG officer's scholarship account=\$10,000**

**\$1,000 will be placed in the Director's scholarship account=\$2,000**

Service awards fluctuate from year to year based on the number of officers.

Finance Code states not to exceed \$500 for scholarships.

Explanation of the BaNC MOU to pay for college assistant funding.

BaNC will have a funding need as the CCC office has expanded.

Funding has been reduced since the BaNC handed out food during the Summer semester.

**Recommendations: Move to approve the revised 2023-2024 ASG Operating budget.**

**Record of Board Vote... 11-0-0 with chair voting aye**

### **3.2 Action: Approval of Funds-Best Advice Poster**

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

**Second:** *Hestia*

**Background:** The "Best Advice Poster" activity enables students to jot down their most valuable advice for their peers and affix those pieces of advice to a poster. During this process, they can also peruse the plethora of other advice stickers that have been posted by other students. The purpose of this activity is to uplift the spirits of our students as they approach the new year and to provide guidance for future exams. This event is scheduled for September 19th, from 2:00 to 3:00 pm, near the flagpole. Additionally, lollipops will be distributed after students have contributed their advice to the poster. To proceed with the activity, approval of the funds for this activity is necessary.

**COST:** Not to exceed \$40

Costco lollipops \$40

The time changed from 2 to 2:20 in order for the ASG Director to attend.

**Recommendations:** *Move to approve up to \$40 from account number 001.9813 VC Social and Cultural for the Best Advice Poster Activity Event*

**Record of Board Vote...** *11 -0-0 with chair voting aye*

### **3.3 Action: Action: Approval of Funds-Ice Cream Social Budget**

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

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

**Background:** As the Fall semester begins, ASG wants to inform students about what we are, what we stand for, and what we do. We are holding an event in which students can meet us and get to know their officers. We plan to host a table at the Valencia and CCC campuses where we will meet students and offer them ice cream. We are expecting about 100 people at the Valencia campus, and 60 people at the CCC campus. The event at Valencia will take place on Monday, September 11<sup>th</sup> from 1:30- 2:30pm at the flagpole, and the event at the CCC campus will take place on Tuesday, September 12<sup>th</sup> from 10:30- 11:30am at the amphitheater.

**COST:** Should not exceed \$250.00

Costco Ice Cream: \$250

Change of location to Science Center Lobby for the event

CougarFest already took place at CCC and clarification on what the event's purpose is.

Discussion of how this event was decided on during the Activity Board meeting last week.

Concern of attendance during the event like last year.

Outreach effort for ASG and this is another way to get exposure for ASG.

Bring awareness to a larger student body about ASG.

Ice Cream explanation as to why there was leftover ice cream.

Leftover ice cream may be used for another event or given to the BaNC.

Q and A during event to engage conversation.

ASG Officer information should be given out when handing the ice cream out to students.

Caitlin is helping at CCC and Kristian will help at Valencia.

***Recommendations: Move to approve up to \$150 from account number 001.9813 VC Social & Cultural for the Valencia Event and \$100 from account number 001.9508 CCC. Social & Cultural for the CCC Event.***

***Record of Board Vote... 11-0-0 with chair voting aye***

#### 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** - absent

4.1.3 Vice President of Activities—Valencia – **Lijuan Zhu** - none

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

4.1.5 Social Student Involvement Coordinator I—Valencia- **Jiahong Sun**-none

4.1.6 Social Student Involvement Coordinator II—Valencia – **Sara Wali**-resignation

4.1.7 Social Student Involvement Coordinator— Canyon Country – **Jesus Martinez Desantiago**-none

4.1.8 Cultural Student Involvement Coordinator I – Valencia – **Yu Wu**-none

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 –**Stephanie Ofilada**-Created a google form on the OneDrive that will help advertise for upcoming events or a spotlight of past events. Upload images at least a week advance and create a square for artwork to prevent anything from being cut off.

4.1.12 Vice President of Inter Club Council- **Ellie Wingo**- Introduces herself to the board.

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

4.1.14 Officer of Marketing and Information- **Harrison Kim**- Robin is assisting with a camera and requesting a room for the Podcast. Show up and he will send everyone the details. The platform is being discussed with Joanna and will take place on September 6<sup>th</sup> from 12:30 to 1:30 in training room preferred.

4.1.15 Executive Liaison Officer- **Sanjana Sudhir**-nothing

4.1.16 Student Trustee- **Hestia Sartika** -Working with Administrative to start legal clinic at CCC meeting on September 13 to review the student trustee workshop she attended. First one is to increase student attendance and reaching out to local businesses and reaching out to local high schools to offer incentives to local high school students then accessibility for the legal clinic. Student Fee adjustment is what was reviewed at the Student Trustee workshops- does not make sense to offer bus passes where more students would benefit to utilize parking pass if they are not using the bus pass. Lastly, AI integrations to

implement this as a tool for library research. She proposed to reach out to Afghan refugees.

- 4.1.17 Executive Vice President – **Caitlin Herron**- Send email on district committees and Johnson, Judy and Ellie need to attend meetings this week. Contact information will go out through email for committee meetings. Reports may be found in the OneDrive for committees. This has been pinned on the OneDrive. Wednesday, the 23<sup>rd</sup> is when Caitlin sent everyone the email if you can go back and pin this email as it has the google form linked in the email. Drupal was not working.
- 4.1.18 President- **Christopher Bordbar** – Collin reached out regarding CHAT-gpt in terms of students cheating and wanted new president to follow up and address issues. Ideas for legacy project may be shared before next meeting.
- 4.1.19 ASG Technician- **Robin Herndon** – nothing
- 4.1.20 Advisor – **Joanna Kelly**- Cougar Fest is tomorrow 10:30 to 1:00pm in Student Center and there are 2 empty spots for ASG table 10:30 to 11:30 and 12:30 to 1:30 pm. If you were unable to attend CCC CougarFest come tomorrow!
- 4.1.21 Advisor- **Lynn Suh**- Incentives explanation of what you will get if you visit tables at CougarFest. To sign up, email Joanna if you cannot find the email sent last week. Signup Genius is the platform used to sign up. Prizes are given out while supplies last. Help if available tomorrow for CougarFest. Officer Bios are needed from those who have not submitted yet. Taking Stephanie’s picture.
- 4.1.22 Lead Advisor- **Kelly Dapp**- Appreciate thoughtful discussion during item to approve budget. Finance Committee meeting next week to review language in the Finance Code. Homecoming Game Planning meeting next week and some officer have been invited.

#### 4.2 District Committees

- 4.2.1 Academic Senate
- 4.2.2 Academic Calendar
- 4.2.3 Accreditation Taskforce
- 4.2.4 Advocacy Team
- 4.2.5 Body, Mind, Wellness
- 4.2.6 Bookstore
- 4.2.7 Calendar
- 4.2.8 CCC Advisory Committee
- 4.2.9 Celebrating the Humanities
- 4.2.10 Chancellor’s Taskforce Workforce Development Committee (CT)
- 4.2.11 Civic Engagement Steering Committee
- 4.2.12 College Planning Team
- 4.2.13 College Policy Council
- 4.2.14 Committee for Assessing Student Learning
- 4.2.15 Curriculum
- 4.2.16 Diversity
- 4.2.17 Enrollment Management
- 4.2.18 Emergency Preparedness Plan Committee



- 4.2.19 Facilities Master Plan
- 4.2.20 Faculty Professional Development Committee
- 4.2.21 Food Services
- 4.2.22 Grade Review
- 4.2.23 Honors Advisory Committee
- 4.2.24 Institutional Effectiveness & Inclusive Excellence (IE2)
- 4.2.25 Measure E & M
- 4.2.26 President's Advisory Council
- 4.2.27 Program Viability
- 4.2.28 Safety Committee
- 4.2.29 Student Art Collection
- 4.2.30 Student Conduct
- 4.2.31 Sustainable Development Committee
- 4.2.32 Technology
- 4.2.33 Women's Conference

**4.3 Standing Committees**

- 4.3.1 ASG Finance Committee-
- 4.3.2 ASG Recruitment and Election Committee-

- 5. **Closing Forum:** none
- 6. **Announcement of the Next Meeting-** September 6, 2023
- 7. **Adjournment (2:51p.m.)**  
***Motion: Ellie Wingo, Vice President of Inter Club Council***  
***Second: Caitlin Herron, Executive Vice President***  
**Record of Board Vote: .... 11-0-0 with chair voting Aye**