



ASSC Governing Council Agenda

Tuesday, November 14, 2017

4:00 PM Skyline College

Building 6, Room 6202

The public is invited and encouraged to attend and participate in all meetings of the Associated Students of Skyline College. Meetings are open to the public and accessible to those with disabilities. The public may address the council on non-Agenda items during the 'Announcements & Hearing from the Public' item on the Agenda; however, the council cannot take any action on these items until they are posted on an Agenda. Requests for agenda items may be submitted either via e-mail to skylineassc@smccd.edu, or The Center for Student Life and Leadership Development (Room 6-212). Funding request forms must be submitted a minimum of four (4) weeks in advance. Members of the public may participate in discussions only when recognized by the chair.

Executive Officers:

resident	Leandro Torres Mantilla
vice President	Christine Abella
commissioner of Finance	Michelle Tam
commissioner of Public Records	Cassandra Gutierrez
commissioner of Activities	Kristen Ersando
commissioner of Publicity	Christian Almaguer
parliamentarian	Noah Geertsema
OCC Liaison	David Jeremiah Lokotui

Senators:

Amirah Tulloch	Margarita Jimenez	Celina Dear
Claudia Sofia Acuna	Michelle Huang	Alys Domalanta
Zaw Min Khant	Rheanna Mariano	Michelle Chee
Leon Babaev	Brian Guardado	Alyssa Marquina
Zin Mar Aung	Patrick Perez	Alejandro Guzman

Associate Senators:

Student Trustee:
Alfredo Olguin Jr.

Advisors:
Amory Cariadus
Ryan Samn

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of Minutes
- V. Announcements and Hearing from the Public [3 minutes each, 9 minutes maximum per topic]
- VI. Special Presentation
- VII. Reports [2 minutes each]

- a. Executive Council
- b. Senators
- c. Associate
- d. Advisors
- e. Student Trustee

VIII. Committee Reports [5 minutes each]

- a. Region/State
- b. District
- c. College
- d. ASSC Committees

IX. Old Business

- 1. Program & Events
- 2. Mission & Goals
- 3. Update on S.S.C.C.C.

X. New Business

XI. Hearing from the Public

XII. Future Agenda Items

- a. The Council may suggest Agenda items for consideration at future meetings

XIII. Adjournment



ASSC Governing Council Minutes

Tuesday, November 7, 2017

4:00 PM Skyline College

Building 6, Room 6202

The public is invited and encouraged to attend and participate in all meetings of the Associated Students of Skyline College. Meetings are open to the public and accessible to those with disabilities. The public may address the council on non-Agenda items during the 'Announcements & Hearing from the Public' item on the Agenda; however, the council cannot take any action on these items until they are posted on an Agenda. Requests for agenda items may be submitted either via e-mail to skylineassc@smccd.edu, or The Center for Student Life and Leadership Development (Room 6-212). Funding request forms must be submitted a minimum of four (4) weeks in advance. Members of the public may participate in discussions only when recognized by the chair.

Executive Officers:

resident	Leandro Torres Mantilla: Absent
vice President	Christine Abella: Present
Commissioner of Finance	Michelle Tam : Present
Commissioner of Public Records	Cassandra Gutierrez: Present
Commissioner of Activities	Kristen Ersando: Present
Commissioner of Publicity	Christian Almaguer: Present
parliamentarian	Noah Geertsema: Present
OCC Liaison	David Jeremiah Lokotui: Present

Senators:

Amirah Tulloch: Present	Margarita Jimenez: Present	Celina Dear: Present
Claudia Sofia Acuna: Absent	Michelle Huang: Present	Alys Domalanta: Present
Zaw Min Khant: Present	Rheanna Mariano: Present	Michelle Chee: Present
Leon Babaev: Present	Brian Guardado: Present	Alyssa Marquina: Present
Zin Mar Aung: Absent	Patrick Perez: Present	Alejandro Guzman: Present

Associate Senators:

Student Trustee:
Alfredo Olguin Jr.

Advisors:

Amory Cariadus: Present
Ryan Samn: Present

- I. Call to Order 4:05 pm
- II. Roll Call
- III. Approval of Agenda
 - a. Ryan's last name is spelled wrong.
 - b. Moved by Kristen 2nd by Michelle Chee.
- IV. Approval of Minutes

- a. Brian was not present at the meeting.
- b. SPARC meeting.
- c. Kristen's name is spelled wrong.
- d. Center title and vote results
- e. Moved by Michelle Huang. 2nd by Alys.

V. Announcements and Hearing from the Public [3 minutes each, 9 minutes maximum per topic]

- a. Orlando introduced himself to the council
- b. Andrea introduced himself to the council

VI. Special Presentation

1. America Corps Volunteer Opportunities: Valerie Higgins and Michele Haggarm.

- a. Last week an announcement was made for the America Corps. Also was sent out via email to all students at Skyline College.
- b. Students selected were to meet with Valerie and Michelle. To help develop resources on campuses. Applications are due Nov. 9. Interested contacted Michele Haggarm@smccd.edu gghinsb@smccd.edu . Must do it soon. Contact Valerie quickly.
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- c. Do you get paid? After you finish the work you do get paid, \$2500 the whole year. You do it for the pose of experience not just the money. Be aware if you do not finish working the whole year, you would not get paid.

VII. Reports [2 minutes each]

- a. Executive Council
- b. Senators
 - i. Recommendation to create a Distress Committee. Advertise study food.
- c. Associate
- d. Advisors
 - i. Psych. Services are looking for 2-4 escalator, to have an Escalation Workshop. Event would happen on Dec. 1, from 10:30 am-1 pm. Let Amory know if you want to be involved.
 - ii. Wed. Nov 15 HIP Housing in San Mateo County are having a meeting 2:30 pm-4:00 pm Bld.6 room 203. Would like student's voice. If interested send Amory your name and she can forward to NACPR. Must be registered to attend event.
 - iii. Financial Aid Office, has schedules for scholarship application and personal statement workshops. Recommends everyone in the ASSC, should apply for scholarships. Please seek access to resources on campus.
- e. Student Trustee

VIII. Committee Reports [5 minutes each]

- a. Region/State
- b. District
 - i. District Participatory Governance Council: Equity Nov. 29 would be presented. Political activity on district employees. Where tabled. Also credit by examination was approved. Articulation states that in order to ensure students move from one

educational campus to the next was approved. Designation of faculty was approved with set changes. Review discussion on credit and noncredit classes. Academic senate be emailed by the class. Looking for one more person to be part of the District Participatory Governance Council.

- ii. DSC: is basically a committee where all the presidents and vice presidents from all campuses meet. Dec. 8 District Mixer from 1pm-5pm at Canada Community College. There would be food. Theme: is Pajamas and Onesies.
- c. College
- i. Technology Committee: Focused on canvas. Thinking of adding staff salary. ESOL instructors suggest we use first sight. Turnitin cost 2.45. They have a trial of 3 months. Highly recommended for first sight.
 - ii. Network is wireless, it's in progress for Wi-Fi. BLD 24567, 19 they are installing new upgrades due to Wi-Fi issues.
 - iii. Canvas, how to re-do your passwords. People are having trouble logging in. Since canvas is new, they cannot restart password. Make a tutorial to help change passwords. For students having trouble logging into canvas because, recommend using google.chrome. www.better.com. Discussed removing email of students. Adjusting user permission, Faculty can do this.
 - iv. Redesign Team:
 1. Went over the definition of Meta Majors. Then broke into groups, figuring out a major integration of student services. Graduating seniors from High School into college. Teaching and learning beyond the classroom.
 - v. SEED
 1. Did migration activities. Talked about Macroaggression. Updated students that there are a lot of different initiatives, more info on how to get staff to take non bias training. Nov. 14, & 28 Discussing race and culture. Discussing race in the era of trump. Directed for staff and faculty but are welcoming students.
 2. Advisor recommendation that CCTL events are not student orientated and not student friendly. They move really fast. Event Nov. 7 is friendlier.
- d. ASSC Committees
- i. Equity Meeting last Wednesday, have begun planning for equity forum. Planning to have forum in January. Still in the planning and development stages. Not going to be able to meet tomorrow. Begin to outreach to differ faculty. Reaching to Katrina.
 - ii. Homework: Each member is the Student Equity Committee is to recruit new members. Appointment are needed. Need a note taker.
 - iii. ID Machine: ribbons and cards \$523. Meeting on Thursday to discuss about details to set up 12-1pm. meeting would be held in student life. Leandro is not chair anymore, Zaw is. First 7,500 cards would have the traditional mag swipe, no chips because there are two different chips. We are not aware of what the Library and Cafeteria are doing outside. Want to move further with the chip thing. Figuring our office so that the ID Machine is good.

IX. Old Business

1. Events Update and Feedback: want feedback on the past events. What went well,

what can be improved.

a. Latin X.

i. Hero Boards, did people enjoy them?

1. People did enjoy them and liked the information provided to them.
2. Most successful event. Good way to get engaged with the student body.
3. Great way to practice how to communicate information to the public, during events. Providing a clear understanding of message.
4. In regards to poster session, very successful because we were able to work on the posters together. Great group bonding.
5. Recommendation to have guidelines and criteria provided.

b. Skylloween

- i. Recommendation to be more organized, when announcing the winners, from the costume contest.
- ii. Recommendation to have more performances next time.
- iii. Very successful event, although when everything was cleaned up, there were lots of trash all over the floor.
- iv.
- v. Advisors think we did a great a job. They enjoyed the event. 3 costume contest, every hour, was a great success.
- vi. This year it was a really good event because there were no conflicting events, like last year. Should have more guidelines, organization and structure.
- vii. Recommendation to work on publicity. Should have something large to get people's attention. This can be a ways to physically advertise costume contest. Kristen & Christian would take charge of this in the future.

c. Native American Heritage

- i. Disrupting the media. No event. Wants to infiltrate Skyline with a lot of art identified with Native American.
- ii. Clarification, are physical pieces of Native American art would be displayed around campus? No
- iii. Clarification, are we focusing on Native Americans in the US or Globally. Intention is to focus on Natives colonized in the 48 states. These people tend to be overlooked.

- iv. Next meeting date would be on Thursday at 2:30 pm (informal)
- d. Fundraiser
 - i. Hurricane Victims relief raised a total of \$420.70
 - 1. Asked council for any recommendation for any organizations in which funds can be donated to help Hurricane Victims.
 - ii. Fire Victims has raised \$715.57 so far.
 - iii. Planning to have 2 more events before donating funds.
 - iv. Recommendation for any venues, email Cassandra.
 - v. Well structured. Recommendation sending informational email, about event, 2 days in advance for council.

X. New Business

- 1. ASSC Winter Leadership Retreat
 - a. Proposed dates are January 10-12. Less expensive due to being during the week. Council would have 3 days to hang out.
 - b. During retreat we should focus on bonding exercises and activities.
 - c. As of right now we do not have a set location of the event. Potential locations would be Lake Tahoe, Big Surf, and Santa Cruz. Try to find a proper place without any natural occurrences.
 - d. Would be inviting our student assistants. If under 18, we need to have students notify the guardians.
 - e. Would expenses be covered, asked a council member. Yes and No. When we go on a retreat all food is potentially covered. But it would depend on where we end up going.
- 2. Review of ASSC Mission Statement and Goals for 2017 - 2018
 - a. Follow up with NCPR and do a little exploration to find last year's council's mission statement. To improve our cohesion, we should make a mission statement for this year's council. Have something to remind ourselves if we have accomplished our goals throughout the year.
- 3. Committee Appts.
 - a. A.C.E.D
 - i. Brief definition of what the committee does.
 - ii. Last year we had three representatives.
 - iii. Christine nominates Zaw, Cassie, & David to attend the A.C.E.D. Committee for the 2017-2018 academic year. 2nd by Amirah.
 - b. Health & Safety

- i. Brief overview of the committee. Great opportunity to work with staff on campus.
 - ii. Christine nominates Michelle Chee to represent the ASSC during the 2017 & 2018 academic year. 2nd by Noah.
 - c. C.A.S.A.C.
 - i. This committee already has two council members on the committee.
 - d. Other
 - i. District Committee on Budget and Finance: Meeting is held at CSM. Committee members meet on the 3rd Tuesday at each month at 2pm.
 - 1. Vacant
 - ii. Accreditation to Auxiliary Committee: Brief overview of what the committee is. This is a very challenging and very fast paced.
 - 1. People interested; Alys, Christian, & Patrick
 - a. Votes:
 - i. Christian: 8
 - ii. Patrick: 9
 - iii. Alys: 0
 - b. Patrick won with the majority votes. He must be on time and be active during meeting. Next meeting would be held on the 20th of Nov. At 9am.

XI. Hearing from the Public

- a. Orlando from the public asked if it is okay if he can use our names on an article he is writing. The article is about bringing awareness to the ASSC meetings. He would be writing a brief discussion on what happened during the meeting. There is a chance it can be published in the Skyline article.
- b. Whatever the council discusses, it is for the public.

XII. Future Agenda Items

- a. The Council may suggest Agenda items for consideration at future meetings

XIII. Adjournment 5:36pm