

*ASSOCIATED STUDENTS OF MENDOCINO COLLEGE*

Minutes: Regular Meeting

A regular meeting of the Associated Students of Mendocino College was convened on Friday, November 18, 2016 in Room 750 at Mendocino College, 1000 Hensley Creek Rd., Ukiah, CA.

General Matters:

*Call to Order:* President Coffman called the meeting to order at 12:37 pm.

*Members Present:* President: Wyatt Coffman - Present

Vice President: Joseph Moroney - Present

Student Trustee: Liana Edington - Present

Treasurer: Noelle Lagunes - Absent

Secretary: Nadine Goebel - Present

Activities Director: Solomon Gordon - Present

Publicity Director: Eli Gomez - Present

Students Rights Advocate: Joy Brown - Present

Lakeport Representative: Jesse Dawes - Absent

*Support Staff Present:* Phil Warf - Present

*Others Present:* Sarah Davis

*Pledge of Allegiance:* The Pledge of Allegiance was recited facing the American Flag in Room 750.

### 1. Public Comments

No public comment was made.

### 2. Approval of Agenda and Minutes

#### *2.1 Approval of this week's agenda.*

Secretary Goebel moved to add items 4.8 calendar for office, 4.9 Purchase Order discussion, 4.10 Parliamentary training, and 5.3 PO for Stan's Cafe.

Seconded by Student Trustee Edington.

No objections, the motion passed.

Publicity Director Gomez moved to add item 5.4 PO for ASMC calendar

Seconded by Student Trustee Edington

No objections, motion passed.

Secretary Goebel moved to approve the agenda pending the corrections.

Seconded by Student Trustee Edington.

No objections, motion passed.

#### *2.2 Approval of last week's minutes on November 4th, 2016.*

Publicity Director Gomez moved to approve the minutes pending the correction of spelling regarding Katie Fairbarin's and Lana Eberhard's names.

Seconded by Student Trustee Edington

No objections, motion passed.

### 3. Old Business

### *3.1 Merchant Discount Card –Update on list and getting window decals for merchants*

Secretary Goebel had the sticker's PO written up with Darletta Fulwider. SHe gave Darletta a copy of the quote as well.

Secretary Goebel also asked the senate to have their companies sign the contacts as to make them official on the list of merchants. She was notified by a student that the discount card is being sold, when it is not yet ready to use.

Vice President Moroney said he will talk to admission and records about the issue.

### *3.2 General Assembly*

Overall, the general assembly went well, the officers that went recieved some helpful training and information. More on the general assembly will be discussed further down in the agenda.

### *.3.3 Window Tinting*

Nothing new to report.

## 4. Discussion Items

### *4.1 Student Holiday Lunch*

Student Trustee Edington reported that Doug Browe will make some bread loafas for the event.

Management said they agreed to bring pumpkin pies, whip cream, green beans, utensils, paper plates, and napkins.

Vice President Moroney will follow up with the tech department to see if they will bring something.

Activities Director Gordon will talk to Stan's Cafe regarding the turkey and gravy.

### *4.2 Student Safety Zone*

Vice President Moroney reported that at the general assembly, he attended the spectrum caucus, they spoke a lot about how to implement safe zones on campuses. The caucus would like to reach out to student organizations and clubs. The caucus would also like to work with ASMC in regards to helping the senate create a resolution that will help implement it on Mendocino College's campus. They would also like to extend communication to the LGBT+ club on campus.

Student Trustee Edington notified the senate that almost all of the office in the theater department have signs saying their are safe zones.

Publicity Director Gomez also notified the senate that the math department also has notices posted on a few of their offices.

Vice President Moroney suggested the senate reach out to faculty to create a unified plan for the student body.

#### *4.3 Veterans- Improving their support on campus*

Vice President Moroney also attended the veterans caucus at the general assembly. There are plans for the community colleges to try to push for statewide legislation and resolutions for the next GA. Programs for the Veterans in California is backed up. A lot of veterans are turning to community college. The veterans caucus is looking to reach out to the ASMC to help with the senate's efforts to provide support to Veterans on campus.

President Coffman pointed out that during the general assembly, Lorenzo, the parliamentary advisor for the Student Senate of Community Colleges of California, and a veteran, said that, "typically, veterans do not like to stand out." It might be unlikely for veterans to form a club on campus, so it might be a good idea to make this through a committee or through ASMC, but he encouraged the senate to keep reaching out to the veterans on campus.

The senate agreed with President Coffman's idea.

#### *4.4 Giving Tuesday*

President Coffman received flyers for the event. He asked the senate to post them around campus and possibly around town. He also reminded the senate to sign up for helping out at the event.

#### *4.5 Mental Health Day*

The events committee decided to bring to the senate to postpone this event until next semester, due to the larger events at hand and needing to focus on fundraising.

Activities Director Gordon moved to strike “Mental Health Day” from current list of goals for the semester

Seconded by Student Trustee Edington

No objections, motion passed

#### *4.6 Bank Mobile- Direct deposit of financial aid*

This was brought to the senate by Ulises Velasco, to discuss during the general assembly with other colleges. The officers were not able to ask other senates about this, due to other issues that we’re being discusses, however the senate believes that students could benefit from having this as an option.

President Coffman will tell Ulises that ASMC is on board with the idea.

#### *4.7 General Assembly*

The senate requested that a special meeting be held for the discussion of the General Assembly, due to alot needing to be discussed.

President Coffman will form a special meeting in regards to the general assembly.

#### *4.8 Office calendar*

Publicity Director Gomez received a quote for a calendar for the office for events. She found a large calendar for \$34.99 .

#### *4.9 P.O. Discussion*

Secretary Goebel was informed that there was a P.O. made incorrectly in regards to the holiday lunch. A PO was written for \$1,000.00 to Stan’s Cafe, when the PO was supposed to be an open PO for senate members to purchase necessities for the event. It was recommended by Darletta Fulwider, that the senate approve the PO, since it is already made and talk to Stan’s cafe about doing turkey and mashed potatoes, since the PO is larger.

#### *4.10 Parliamentary Training*

Lorenzo has offered to do a parliamentary training for the senate, it was asked that he be emailed and he will respond with a list of things he will need in order to do the training.

The senate thinks this would be a good idea to receive training.

Secretary Goebel will email him and report to the senate when she receives a response.

Advisor Warf's concern is the cost of the training. Also, if Lorenzo does come out, it would be good to record it that way future senates can watch it and receive training.

President Coffman had a point of interest. Could the senate hold it here and invite the other clubs so that it is from the student center fund?

Vice President Moroney thinks that would be a great idea so that all the clubs can be on the same page.

Secretary Goebel suggested that if the senate can not take it from the student center fund, then the senate could use their student rep fund for training so that they can better represent the students.

## 5. Action Items

### *5.1 Approval of Clubs*

Recording Arts Club (RAT Club)

The senate could not vote due to no officers being listed for the club.

### *5.2 Committee Appointments*

No action

### *5.3 PO for Stan's Cafe*

Student Trustee Edington moved to approve a po not to exceed \$1000.00 from the student center fund for Stan's Cafe for the holiday lunch.

Seconded by Student Rights Advocate Brown.

No objections, motion passed.

### *5.4 PO for white board*

Student Trustee Edington moved to approve a PO for an office calendar from the student center fund not to exceed \$50.00

Seconded by Activities Director Gordon

No objections, motion passed.

## 6. INFORMATIONAL REPORTS

### 6.1 Fiscal Report – Treasurer’s report as of November 4<sup>th</sup>, 2016.

The general fund has \$5,693.28, out of that the food pantry has \$4,637.89 and asmc has \$1,055.39. ICC has \$4,068.62, Student Rep fund has \$24,180.66 and the student center fund has \$333,772.18.

### 6.2 Advisor Report – A report from ASMC advisor Phil Warf

Advisor Warf would like to get the reports from the GA for the board. He needs to get them in shortly after the holiday.

For future reference, when ASMC does their goals for the academic year and semesters, the senate should create a document that ties in with the college’s goals.

## 7. OFFICER COMMUNICATIONS

### 7.1 Officer Reports:

#### a. President: Wyatt Coffman

President Coffman reported that he is really proud that the senate members that went participated and there was a lot of knowledge that was dispersed between the officers.

\*Vice President Moroney moved to suspend the order of the day to revisit item 5.1.

Seconded by Activities Director Gordon

No objections, motion passed.

#### b. Vice President Joseph Moroney

An idea that was brought up during the GA was a leadership class that would work with the ASMC senate. That way the senate can train future students interested in joining the ASMC and establish institutional memory.

#### c. Student Trustee Edington

Student Trustee Edington went to the board meeting. There was some public comment and a presentation done on how to get to hiring a position.

She noted during the meeting that there was no student position on the staffing committee. If it is a position that a student can fill, the senate should ask to place a student on on it.

- d. Treasurer Noelle Lagunes
- e. Secretary Nadine Goebel
- f. Parliamentarian: Vacant
- g. Student Ambassador: Vacant
- h. Activities Director Solomon Gordon
- i. Publicity Director Eli Gomez
- j. Student Rights Advocate Joy Brown

Student Rights Advocate Brown will give Advisor Warf the receipts regarding the schats tax. She will look over the article he has for her in regards to California state tax.

- k. Ecology Director: Vacant
- l. Ukiah Representative: Vacant
- m. Lakeport Representative Jesse Dawes
- n. Willits Representative: Vacant

## 9. Adjournment

President Coffman assumed a motion to adjourn the meeting.

No objections, the motion carried.

The meeting was adjourned at 2:29 p.m.