ASSOCIATED STUDENTS OF LOS ANGELES HARBOR COLLEGE
BOARD MEETING MINUTES

Global Classroom, Los Angeles Harbor College

Attendees: President Brendan Binns, Vice President April Abercrombie, Vice President of Finance Blanca Sanchez, Secretary Dawn Castillo, ASO Advisor Mercy Yanez, Senator Michael Ursich, Senator Mari Ashley Andrews, Senator Alexis Melgoza, Senator Martin Caracoza, Senator Genesis dela Cruz, Senator Caitriona McCosker, Senator Steven Delgado, Tony Meza.

A.S.O. Senate Agenda
10th Meeting
November 24, 2010
1:00 pm
Los Angeles Harbor College, Global Classroom
(Learning Resource Center 2nd Floor)

*Disclaimer: The Los Angeles Harbor College Associated Student Organization Student Senate meeting is a Brown Act meeting where audio and video taping is allowed without prior permission.

I. CALL TO ORDER/PLEDGE OF ALLEGIANCE
The meeting Chair will call the meeting to order and lead all those in attendance in the pledge of allegiance.

II. ROLL CALL
The meeting Chair will call for the secretary to conduct roll call in order to record attendance.
*refer to Section 6, Article 6.1 of the ASHC Constitution.

III. APPROVAL OF AGENDA (1 Minute)
The meeting Chair will call for a motion from the ASO legislative body to approve the agenda.

IV. APPROVAL OF MINUTES (1 Minute)
The minutes of the previous meeting will be reviewed for content accuracy. The meeting Chair will then call for a motion from the ASO legislative body to approve the minutes as amended or without change.

V. PUBLIC FORUM (2 Minutes per Person)
The Chair will invite members of the public wishing to address the ASO legislative body to speak.

VI. FIFTEEN MINUTE TRAINING SESSION (15 Minutes)
Mercy Yanez will give a fifteen minute presentation to the senate for training purposes.

VII. PRESIDENT’S REPORT (10 Minutes)
The Chair will give the floor to our college president, Marvin Martinez, for the delivery of the President’s Report.

VIII. SPECIAL GUEST SPEAKER (5 Minutes per Person)
The Chair will give the floor to each special guest speaker on the agenda.

IX. NEW BUSINESS
The Chair will address New Business items on the agenda to be presented for consideration by the ASO legislative body.
A. Approval of New Allocation of Funds/Bill Request Form
B. New Prices for Seahawk Center Services- Vice President of Finance Blanca Sanchez

X. LEGISLATION BILL (PRO/CON)
The Chair will address Legislation Bills on the agenda to be presented for consideration by the ASO legislative body.
A. Honors Transfer Club Candle Fundraiser- Senator Mari Ashley Andrews and Senator Genesis dela Cruz ($0).
B. Parliamentary Procedure Workshop at LA Trade Tech- Senator Genesis dela Cruz ($236.00).
C. Harbor World Cup- Senator Michael Ursich and Senator Caitriona McCosker ($425.00).

XI. ACTION ITEMS
A. Approval of New Allocation of Funds/Bill Request Form
B. New Prices for Seahawk Center Services
C. Honors Transfer Club Candle Fundraiser- Senator Mari Ashley Andrews and Senator Genesis dela Cruz ($0).
D. Parliamentary Procedure Workshop at LA Trade Tech- Senator Genesis dela Cruz ($236.00).
E. Harbor World Cup- Senator Michael Ursich and Senator Caitriona McCosker ($425.00).

XII. DISCUSSION ITEMS
A. Hands Across America
B. ASO Discount Cards
C. ASO Meetings Going Green

XIII. SPECIAL COMMITTEE REPORTS (4 Minutes per Person)
The Chair will address the any Special Committee Chairs for the delivery of committee reports.
A. Financial Brainstorming Committee
   Committee Members: Senator Steven Delgado, President Brendan Binns, and Vice President of Finance Blanca Sanchez.
B. Activities Planning Committee
   Committee Members: Senator Alexis Melgoza, Senator Stephanee Vedder, Senator Steven Delgado, Senator Genesis dela Cruz, Senator Martin Caracoza, and Senator Hashim Tyler.
C. Campus Safety Task Force
   Committee Members: Senators Steven Delgado and Ned Ebbs Jr.

XIV. EXECUTIVE CABINET REPORTS (5 Minutes per Person)
The Chair will call for the members of the Executive Cabinet to deliver cabinet reports.
A. President- Brendan Binns
   The ASO President will deliver his report.
B. Vice President- April Abercrombie
   The ASO Executive Vice President will deliver her report.
C. Vice President of Finance- Blanca Sanchez
   The ASO Vice President of Finance will deliver her report.
D. Secretary- Dawn Castillo
   The ASO Secretary will deliver her report.

XV. SHARED GOVERNANCE REPORTS (3 Minutes per Person)
The Chair will call for reports from any senator that has attended one of the following Shared Governance meetings.
A. College Planning Committee- The next meeting is on December 13th at 1:30 pm in SSA 219.
B. Academic Affairs- The next meeting is on December 1st at 2:30 pm in SSA 219.
C. Student Services- TBA
D. Academic Senate- The next meeting is on December 2nd at 1:00 pm in SSA 219.
E. Work Environment - The next meeting is on December 2nd at 1:00 pm in NEA 187.
F. Administrative Service Cluster- TBA
G. Budget Committee- The next meeting is on December 14th at
H. Work Force and Economic Development Cluster- TBA
   *Shared Governance meeting dates and times are available on the Harbor College homepage and the ASO Calendar.

XVI. INFORMATION ITEMS (4 Minutes per Person)
The Chair will open the floor to any senator wishing to bring forth an information item to the ASO legislative body.

XVII. ADVISOR’S REPORT (10 Minutes)
The Chair will give the floor to the ASO Advisor, Mercy Yanez, to deliver her report.

XVIII. ADJOURNMENT
The Chair will adjourn the meeting.

For additional information please refer to the Associated Student Organization website.
www.lahc.edu/studentservices/aso/aso.html

Special notes: The minutes reflect the order of report items, which may not necessarily match the meeting agenda.

Call to Order

April Abercrombie

Report/Discussion:
Vice President April Abercrombie called the meeting to order at 1:18 pm and led us in the pledge of
allegiance.

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<th>Roll Call (quorum= 10)</th>
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<tbody>
<tr>
<td><strong>Report/Discussion:</strong></td>
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<td>Vice President April Abercrombie called for the Secretary to conduct roll call. Quorum of the executive body was met.</td>
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**Inducted Senators:**

**Officers/Advisor:**
President Brendan Binns, Vice President April Abercrombie, Vice President of Finance Blanca Sanchez, Secretary Dawn Castillo, ASO Advisor Mercy Yanez.

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<thead>
<tr>
<th><strong>Approval of Agenda</strong></th>
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<tr>
<td><strong>Report/Discussion:</strong></td>
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<tr>
<td>Vice President April Abercrombie called for a review and motion to approve the agenda.</td>
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**Approval:**
The motion to approve the agenda was made and carried with a **1st** from Senator Steven Delgado and a **2nd** from Senator Mari Ashley Andrews.

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<th><strong>Approval of Minutes</strong></th>
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<tr>
<td><strong>Report/Discussion:</strong></td>
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<tr>
<td>Vice President April Abercrombie called for a review and motion to approve the executive board meeting minutes of November 17, 2010.</td>
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**Amendments:**
None.

**Approval:**
The motion to approve the minutes was made and carried with a **1st** from Senator Michael Ursich and a **2nd** from Senator Mari Ashley Andrews.

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<th><strong>Public Forum</strong></th>
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<td><strong>Speaker(s):</strong></td>
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<td>Antonio Meza reported that Creando Un Nuevo Futuro is aware of the upcoming soccer tournament and they are excited to participate. He also reported that the DJ has been notified about the dance being rescheduled.</td>
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<th><strong>Fifteen Minute Training</strong></th>
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<td><strong>Report/Discussion:</strong></td>
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<td>None.</td>
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<th><strong>President’s Report</strong></th>
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<td><strong>Report/Discussion:</strong></td>
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<td>None.</td>
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<th><strong>Special Guest Speaker</strong></th>
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<td><strong>Report/Discussion:</strong></td>
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<td>None.</td>
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| **New Business**                          |
**Legislation Bill**

**April Abercrombie**

A. **Honors Transfer Club Candle Fundraiser- Senator Mari Ashley Andrews and Senator Genesis dela Cruz ($0).**
   Senator Mari Ashley Andrews requested the use of the ASO tax id in order to conduct a fundraiser for the Honors Transfer Club in partnership with a private business called Party Lite. This is beneficial because it provides the clubs with more opportunities to fundraise outside of school. Party Lite is requesting a tax id for business purposes and for proof that the club is a non-profit organization.

Comments:
Senator Steven Delgado voiced his support for this idea.

B. **Parliamentary Procedure Workshop at LA Trade Tech- Senator Genesis dela Cruz ($236.00).**
   Senator Genesis dela Cruz presented her bill as amended. The new dollar amount includes charges for food that were provided at this event. The amount that was allocated in the original bill only covered the campus fee and not the charges for the food.

Question:
Senator Martin Caracoza asked if the amount of $236 was in addition to the earlier amount of $111.
Senator Steven Delgado asked when we will have a similar event again.

Comment:
Mercy

C. **Harbor World Cup- Senator Michael Ursich and Senator Caitriona McCosker ($425.00).**
   Senator Caitriona McCosker stated that this event will be a soccer tournament. She stated that this event will provide a fun campus activity and create unity among the clubs, students, and the ASO. Food will be served and it will be complimentary. The event will be on December 2\textsuperscript{nd}. They have consulted with the Athletic Director and they have permission to use the field. There will be two teams playing on the field at the same time.

Questions:
Senator Steven Delgado asked who they spoke with in regards to use of the field.
President Brendan Binns asked how they were getting the word out and recruiting for teams. He voiced concern about low participation. He also asked if there was an issue regarding proper protective gear and if the health center will be able to assist students injured during the event.
ASO Advisor Mercy Yanez asked if the BBQ has been reserved.
Vice President of Finance Blanca Sanchez asked if there would be confusion having two teams on the field at the same time.

Comments:
Senator Genesis dela Cruz feels that concern about participation is not an issue because there is club representation present at this meeting.

**Action Items**

**Dawn Castillo**

A. **Approval of New Allocation of Funds/Bill Request Form**
   No Vote.

B. **New Prices for Seahawk Center Services- Vice President of Finance Blanca Sanchez**
   No Vote.

C. **Honors Transfer Club Candle Fundraiser- Senator Mari Ashley Andrews and Senator Genesis dela Cruz**
dela Cruz ($0).
The bill received 5 yes votes, 0 no votes, and 2 abstentions. **The bill passed.**

**D. Parliamentary Procedure Workshop at LA Trade Tech- Senator Genesis dela Cruz ($236.00).**
The bill received 7 yes votes, 0 no votes, and 0 abstentions. **The bill passed.**

**E. Harbor World Cup- Senator Michael Ursich and Senator Caitriona McCosker ($425.00).**
The bill received 5 yes votes, 0 no votes, and 2 abstentions. **The bill passed.**

**Total Amount of Funding Disbursement: $661.00**

### Discussion Items

**Reports/Discussion:**

**A. Hands Across California**

President Brendan Binns stated that this event is to raise support for students in need and help generate funds for community colleges. All donations received by June 30th will receive a matching donation. Hands Across America was a huge media event in 1986. The district will be presenting on this. He sent out an invitation on Facebook for this event. This is a media event to raise awareness about community colleges.

**Questions:**

Senator Genesis dela Cruz stated that she accepted the invitation to the event and later received a notification that it was cancelled.

**B. ASO Discount Cards**

The motion to remand this issue to the Financial Brainstorming Committee was made and carried with a 1st from Senator Martin Caracoza and a 2nd from Senator Alexis Melgoza. The motion was approved with 7 votes, 0 no votes, and 0 abstentions.

**C. ASO Going Green**

Senator Steven Delgado referred to discussions at the General Assembly about “going green.” The idea is to reduce the use of paper and toner by distributing electronic copies of agendas and minutes to senators instead of hard copies. President Brendan Binns clarified that one of our sister campuses submitted a resolution to the general assembly suggesting that other campuses do away with passing out paper copies of agendas and minutes at meetings.

Senator Martin Caracoza voiced his opinion that the agendas should still be printed, but minutes should be circulated electronically for senators to review prior to the meeting. He also feels that a screen would be a distraction.

ASO Advisor Mercy Yanez asked about the possibility of using laptops in the meeting to view electronic copies of the documents.

### Special Committee Reports

**A. Financial Brainstorming Committee**

No Report.

**B. Activity Planning Committee**

Committee Chair Martin Caracoza reported that June Smith, Nina Malone, Kristi Blackburne, and Luis Rosas volunteered to be chaperones at the dance. He went shopping for decorations for the event this week. The items will be reusable for future events. The committee has discussed having a winter court and electing a king and queen at the dance. The clubs have been informed about the dance and will have to report back to this body by December 2nd regarding what items they will be selling and who they are nominating for the court. Representatives from the committee attended the HTP club meeting. He will be providing receipts for the items that have already been purchased. Finally, there will be a committee meeting directly after the ASO meeting.

**C. Campus Safety Task Force**
### Executive Cabinet Reports

**A. President**  
President Brendan Binns reported back from the SAC meeting regarding a district wide comedy show. He also reported on a possible district wide event to support the Haitian Memorial Fund. The I-tap task force is still convening. They want us to get back to them with the surveys we have collected.

**B. Vice President**  
Vice President April Abercrombie reported on a discussion feed put out by Senator Martin Caracoza for the dance. It is on Facebook. Mr. Woods suggested that we go to President Martinez regarding the use of the mass communication system to make an announcement regarding the dance. We will be receiving reports from Mona Abdulla regarding ticket sales. She also spoke to the importance of promoting this and all events.  
Martin stated that the thread on Facebook is only intended for members of the committee. He also suggested that we announce the soccer tournament when we announce the dance.

**C. Vice President of Finance**  
Blanca Sanchez  
No Report.

**D. Secretary**  
Dawn Castillo  
She asked that senators do not turn in bills written in pencil.

### Shared Governance Reports

**A. College Planning Committee**  
No Reports.

**B. Academic Affairs**  
No Reports.

**C. Student Services**  
President Brendan Binns clarified the difference between the catalog and the schedule. He asked if anyone has had experience using the catalog. Four people raised their hands. He asked for their feedback on the catalog. The response was positive. There was concern from one of the accreditation committees regarding any discrepancies between descriptions of classes in the catalog versus the schedule.  
Senator Ruben Villanueva rose to a point of clarification and asked about the CAN numbers in the catalog.  
ASO Advisor Mercy Yanez stated that the CAN numbers were removed from the catalog.

**D. Academic Senate**  
No Reports.

**E. Work Environment**  
Senator Martin Caracoza reported on discussion regarding the reformatting of the campus master calendar. He also reported on the budget deficit as of now and the concern of mid-year cuts. He spoke regarding the President’s challenges in meeting our deficit and balancing our budget. There is also concern over who will be running to take Senator Jenny Oropeza’s seat. The plans for the new student union are not sitting well with the administration. Discussion about the student union building taking place on Nov. 30th at 10 am in SSA 219. The workforce and the work environment meetings may be combined into one meeting.  
*The motion to extend Senator Martin Caracoza’s time to speak for an additional minutes was made and carried with a 1st from Senator Steven Delgado and a 2nd from Senator Genesis dela Cruz.*  
Senator Martin Caracoza reported that the increase in student enrollment was a one-time thing and it has dropped back down. There is a committee to address this issue. He also reported that his version of the vision statement was adopted by Harbor College.  
President Brendan Binns stated that President Martinez and Brad Young want to go ahead and make this a smoke-free campus with no designated smoking areas. He also stated that there are still
concerns with graffiti in the men’s bathrooms. They are going to take away the mirrors. They want student input because they plan to start an anti-graffiti campaign. They want us to start putting up banners with the sheriff’s number on it. They are also thinking about pasting anti-graffiti messages on the mirrors with the sheriff’s number on it. He also reported that tagging in the Seahawk Center is minimal. There is a thought that people are coming on campus who are not students and tagging.

Senator Caitriona McCosker feels that advertising it more will make the problem worse.

Senator Martín Caracoza voiced his feeling that the problem really is severe enough to warrant such action as removing the bathroom members.

ASO Advisor Mercy Yanez stated that senators have to be at this meeting for the planning of the new student union. The past president pushed for the current plan and it takes a lot of space away from the student union for the culinary arts program.

Senator Alexis Melgoza rose to a point of personal privilege.

F. Administrative Service Cluster

No Report.

Information Items

Reports/Discusion:

Senator Genesis dela Cruz reported that the president is being pressured to get rid of the PACE program because it expensive.

Senator Steven Delgado asked that everyone be safe during the break and have a good holiday and spend time with family.

Advisor’s Report

Report:

ASO Advisor Mercy Yanez wished everyone a happy Thanksgiving. She expressed her happiness to be here today. She has been sick since last week. She asked everyone to have fun and study hard.

Adjournment

Vice President April Abercrombie adjourned the meeting at 2:31 pm.