Minutes

Associated Students Organization of Los Angeles Harbor College Board Meeting

9/29/2010
Global Classroom, Los Angeles Harbor College

Attendees: Mercy Yanez, President Brendan Binns, Vice President April Abercrombie, Vice President of Finance Blanca Sanchez, Senator Mari Ashley Andrews, Senator Martin Caracoza, Senator Genesis Dela cruz, Senator Steven Delgado, Senator Derek Hanna, Senator Theresa Kennedy, Senator Alexis Melgoza, Senator Hashim Tyler, Senator Ruben Villanueva, Senator Julio Manson, Michael Ursich, Catriona McOsker, and LaShelle Daisy.

A.S.O. Senate Agenda
3rd Meeting
September 29, 2010
1:00 pm
Los Angeles Harbor College, Global Classroom
(Learning Resource Center 2nd Floor)
See ASO Calendar for Meeting Times and Locations.
http://www.lahc.edu/studentservices/aso/aso.html

*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. INDUCTIONS OF APPOINTED SENATORS
The meeting Chair will lead all appointed senators who have attended two senate meetings in the induction pledge.
*refer to Section 7, Article 7.5 of the ASHC Bylaws.

III. 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.

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

V. 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.

VI. PUBLIC FORUM (2 Minutes per Person)
The Chair will invite members of the public wishing to address the ASO legislative body...
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.
A. Leige Doffoney
   Transfer Center Director, Leige Doffoney, will address the ASO legislative body regarding Transfer Fair Day.

IX. NEW BUSINESS
The Chair will address New Business items on the agenda to be presented for consideration by the ASO legislative body.
A. Nomination of the Senate Pro-Tempore (ex-officio member of the Executive Cabinet)
The Chair will call for nominations of candidates to fill the position of Senate Pro-Tempore.
*refer to Section 11, Article 11.1 of the ASHC Bylaws.

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. Parliamentary Procedure Workshop at Los Angeles Trade Tech- Senator Genesis Delacruz & Senator Julio Manson ($111.00).
   Seven ASO representatives attended a Parliamentary Procedure Workshop on September 17th. Senators Delacruz & Manson request $111.00 for payment of the campus fee. This bill comes before the ASO legislative body after approval by the Executive Finance Committee. Payment will be retroactive due to the lack of a formed senate at the time of the event.
   (See Attached)
B. Transfer Fair Day- Senator Genesis Delacruz & Senator Manson ($500.00).
   Senators Delacruz & Manson request $500.00 to sponsor Transfer Fair Day at Harbor College on behalf of Leige Doffoney and the Transfer Center. This bill comes before the ASO legislative body after approval by the Executive Finance Committee. Funds will be used to feed the university representatives and volunteers and cover materials expenses.
   (See Attached)
C. Club Rush- Senator Steven Delgado, Senator Genesis Delacruz & Senator Julio Manson ($400.00).
   Senators Delgado, Delacruz & Manson request $400.00 to pay for DJ services received for Club Rush. This bill comes before the ASO legislative body after approval by the Executive Finance Committee. Payment will be retroactive due to a lack of a formed senate at the time of the event.
   (See Attached)
D. Depression Screening Day- Senator Genesis Delacruz & Senator Julio Manson ($300.00).
   Senators Delgado, Delacruz & Manson request $300.00 to sponsor Depression Screening Day on behalf of Dr. Burstein and the Life Skills Center. This bill comes before the ASO legislative body after approval by the Executive Finance Committee.
Funds will be used to purchase a community depression screening kit to screen 100 students and possibly the purchase of food to attract students.

(See Attached)

XI. ACTION ITEMS
A. Election of the Senate Pro-Tempore (ex-officio member of the Executive Cabinet).
   The Chair will call for the Secretary to conduct a roll call vote to elect the Senate Pro-Tempore.
B. Parliamentary Procedure Workshop at Los Angeles Trade Tech- Senator Genesis Delacruz & Senator Julio Manson ($111.00).
   The Chair will call for the Secretary to conduct a roll call vote on the Parliamentary Procedure Workshop at Los Angeles Trade Tech bill.
C. Transfer Fair Day- Senator Genesis Delacruz & Senator Manson ($500.00).
   The Chair will call for the Secretary to conduct a roll call vote on the Transfer Fair Day bill.
D. Club Rush- Senator Steven Delgado, Senator Genesis Delacruz & Senator Julio Manson ($400.00).
   The Chair will call for the Secretary to conduct a roll call vote on the Club Rush bill.
E. Depression Screening Day- Senator Genesis Delacruz & Senator Julio Manson ($300.00).
   The Chair will call for the Secretary to conduct a roll call vote on the Depression Screening Day bill.

XII. DISCUSSION ITEMS
The Chair will open the floor for Discussion Items on the agenda.
A. Semester Goals of ASO for 2010-2011 academic school year.
   The Chair will open discussion to set goals for the ASO during the 2010-2011 academic school year.
B. Accreditation Committees.
   The Chair will open discussion to assign senate representatives to the accreditation committees.
C. Monthly Activities (i.e. Halloween Haunted Maze, etc.).
   The Chair will open discussion to plan monthly campus activities such as the upcoming Halloween event.
D. Scheduling of Inter-Club Council Meeting/Survey Results.
   The Chair will open discussion to review the club survey results and schedule a meeting time, place, and location for the Inter-Club Council.

XIII. SPECIAL COMMITTEE REPORTS (4 Minutes per Person)
The Chair will address any Special Committee Chairs for the delivery of committee reports.

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- Vacant
   The ASO Executive Vice President will deliver a 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 or Executive Officer that has attended one of the following Shared Governance meetings.
   A. College Planning Committee- The next meeting is on October 11th at 1:30 pm in SSA 219.
   B. Academic Affairs- The next meeting is on October 6th at 2:30 pm in SSA 219.
   C. Student Services Cluster- TBA
   D. Academic Senate- The next meeting is on October 7th at 1:00 pm in SSA 219.
   E. Work Environment- The next meeting is on October 12th at 2:00 pm in NEA 187.
   F. Administrative Service Cluster- TBA
   *Shared Governance meeting dates and times are available on the ASO Calendar. http://www.lahc.edu/studentservices/aso/aso.html

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**

President Brendan Binns called the meeting to order at 1:15 p.m. He led the group in the pledge of allegiance.

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**Roll Call (quorum= 10)**

President Brendan Binns called for the Secretary to conduct roll call. Quorum of the executive body was met.

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<th>Action items:</th>
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<th>Deadline:</th>
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<td>Appointed Senators: Michael Ursich, Catriona McOsker, and LaShelle Daisy.</td>
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<td>Officers/Advisor: Mercy Yanez, President Brendan Binns, Vice President April Abercrombie, Vice President of Finance Blanca Sanchez, and Secretary Dawn Castillo.</td>
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**Approval of the Agenda**

President Brendan Binns called for a review and motion to approve the agenda.

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<th>Action items:</th>
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<td>The motion carried to approve the existing agenda with a 1st from Senator Martin Caracoza and a 2nd from Senator Alexis Melgoza.</td>
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<td>11 voted in favor of adopting the agenda by a show of hands. The vote was unanimous.</td>
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Approval of Minutes

Brendan Binns

Report/Discussion: President Brendan Binns called for a review and motion to approve the executive board meeting minutes of September 22, 2010.

Conclusions:

Action items:

The motion carried to approve the minutes with a 1st from Senator April Abercrombie and a 2nd from Senator Martin Caracoza.
11 voted in favor of adopting the minutes by a show of hands. The vote was unanimous.

Public Forum

Brendan Binns

Report/Discussion: June Smith spoke as a representative from the Academic Senate. She stated that the members of the Academic Senate are trying to improve communications back and forth between the two senates. The Academic Senate wants to hear our concerns and relay to us their concerns as well. She expressed that the Academic Senate is here to help. She extended a welcome to those in attendance and her congratulations. She also expressed her hopes for a good remainder of the semester. In addition, speaking for President Martinez, she announced that Harbor College is hiring a new PE instructor. Coach George Suede is retiring.

Comments: Senator Steven Delgado.

President’s Report

No Report.

Special Guest Speaker

Report/Discussion:

None.
New Business
Legislation Bill (Pro/Con)

Report/Discussion:

New Business

A. Nomination of Senate Pro-tempore

President Brendan Binns explained how succession works and that the person elected as Senate Pro-tempore will move in to the Vice President’s position. President Brendan Binns called for nominations to fill the position of Senate Pro-tempore. Senator Steven Delgado nominated Senator April Abercrombie. Senator April Abercrombie accepted the nomination. Senator Hashim Tyler nominated himself. Senator Hashim Tyler made the following campaign statement: “My name is Hashim and I would like to be Senate Pro-tempore. I would like to do this because my experience at another college with student government didn’t work out the way I wanted it to. So now I’m here. It wasn’t anything bad. Now I would like to do a little better here at this school. Senator April Abercrombie made the following campaign statement: “Hi I’m Senator April Abercrombie. Some of you may know me from serving last semester and the semester before. I had the privilege of serving alongside Steven Delgado as Pro-tempore last semester. I was able to help out and get more students to join the senate. Some of you may have spoken with me or I begged and pleaded with you to come here last semester. I am all about putting the students first. I understand this position requires me to chair the meeting and I have experience with parliamentary procedure and from last semester. I hope I can be of service to you.”

Legislation Bill

A. Parliamentary Procedure Workshop at Los Angeles Trade Tech

Senator Julio Manson stated that this bill will pay for the speaker, Bill Bishop, who presented at the workshop two weeks ago. He stated that it was very informative. He stated that this bill is retroactive. It is to pay for services already rendered. Senator Genesis Dela cruz stated that this was a campus fee that was charged to us for sending seven senators to the workshop and we were also served breakfast. Senator Martin Caracoza rose to a point of information and stated that a pro/con argument for a retroactive bill is not necessary.

B. Transfer Fair Day

Senator Genesis Dela cruz stated that this bill is for the Transfer Fair Day. The total amount of money being requested was $500. The budget breakdown came out to $400 for food and $100 for materials. President Brendan Binns added that there will be 40 different colleges who will be here for Transfer Fair Day and we extend our gratitude to them by offering them lunch.

Pro: Senator Steven Delgado argued that the transfer fair is something many students look forward to. Students at Harbor College all have different goals. Some students want to transfer to a university. There will be 40 colleges and universities coming for Transfer Fair Day. This is a great opportunity for those students interested in transferring to speak directly to representatives and ask questions. Senator April Abercrombie added that our Transfer Center really needs to justify itself in regards to the accreditation process. This is a good opportunity to do so.

Con: Senator Alexis Melgoza argued that $500 is a lot of money and representatives could bring their own lunch if they wanted to.

Senator Julio Manson rose to a point of personal privilege. ASO Advisor Mercy Yanez
requested it be noted in the minutes that Senator Julio Manson left to attend one of the shared governance meetings on behalf of the ASO.

C. Club Rush

Senator Steven Delgado reported that the ASO reached out to a student on campus who is friends with a past senator. The purpose was to incorporate something fun into our Club Rush event on campus. This was a cool opportunity to attract students. Our advisor posted videos on Youtube of students who were dancing and having fun. Senator Genesis Dela cruz added that she heard reports of many clubs who were approached for membership during Club Rush. She also stated that it was entertaining. President Brendan Binns did not call for pro/con arguments due to the fact that this is a retroactive bill.

D. Depression Screening Day

Senator Genesis Dela cruz deferred to Senator Steven Delgado who provided information about Depression Screening Day. Senator Steven Delgado reported that this is something we, as a senate, have done in the past in conjunction with the Life Skills Center. This a day where we have interns from the Life Skills Center who are in graduate and doctorate programs do depression screenings here on campus. Everything is confidential. Students can go in the quad area and seek advice and counsel from trained professionals. The money is to pay for the community screening kit. Some of the money is allocated for food. Food is something that always helps our events. ASO Advisor Mercy Yanez shared that she comes from a family where depression is an issue. She added that it is a serious issue nationwide. Some people are not aware of the depression cycle. This is an opportunity to help students. Depression can lead to suicide.

Pro: Senator April Abercrombie stated she was here for this event last year. She argued that it is really important to raise awareness about this issue. A lot of people are not aware of the warning signs of depression. Not a lot of people choose to go to a therapist. This is an opportunity for student to seek help in a place where they may feel more comfortable

Con: Senator Martin Caracoza argued that there are certain stigmas attached to depression and other issues of mental health. He expressed a concern that student’s privacy must be taken in to account and be made a priority.
Action Items

Report/Discussion:
Conclusions:
Senator Martin Caracoza moved to vote by a show of diversity. Vice President April Abercrombie stated that in the interest of protocol it would be best vote by roll call. Senator Martin Caracoza asked if conducting voting by roll call can be made protocol from here on out. ASO Advisor Mercy Yanez added that voting by roll call has been past practice.

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<thead>
<tr>
<th>Action Item</th>
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<tr>
<td>A. Nomination of Protempore</td>
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<tr>
<td>Senator April Abercrombie</td>
<td>7 yes, 1 no, 2 abstentions</td>
<td>The bill passed.</td>
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<tr>
<td>Senator Hashim Tyler</td>
<td>2 yes, 5 no, 3 abstentions</td>
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<td>Senator April Abercrombie was elected at Senate Pro-tempore and moved in to the Vice President’s position by succession. President Brendan Binns passed the gavel to Vice President April Abercrombie.</td>
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<td>B. Parliamentary Procedure Workshop ($111.00)</td>
<td>8 yes, 0 no, 1 abstention</td>
<td>The bill passed.</td>
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<tr>
<td>C. Transfer Fair Day ($500.00)</td>
<td>7 yes, 0 no, 2 abstentions</td>
<td>The bill passed.</td>
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<tr>
<td>D. Club Rush ($400.00)</td>
<td>8 yes, 0 no, 1 abstention</td>
<td>The bill passed.</td>
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<tr>
<td>E. Depression Screening Day ($300.00)</td>
<td>7 yes, 1 no, 1 abstention</td>
<td>The bill passed.</td>
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Total Amount of Approved Expenditures: $1,311
Report/Discussion: **Vice President April Abercrombie** opened discussion.

Conclusions:

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<td><strong>A. Semester Goals:</strong> <strong>President Brendan Binns</strong> stated that last week he asked that everyone give their input regarding the ASO’s semester goals. He reported having spoken to ASO Advisor Mercy Yanez about the state of the ASO’s finances. In addition, he reported having spoken with a tattoo artist who creates designs. He offered this as a possibility to market the ASO by creating an ASO logo. The artist he spoke with is willing to do this for us for free. <strong>Vice President of Finance Blanca Sanchez</strong> reported having spoken to Nina Malone in regards to changing prices in the Seahawk Center. The idea is to raise the prices of services offered to non-aso members in order to bring in more revenue. She also spoke about the possibility of doing cookie sales to raise funds. <strong>Senator Julio Manson</strong> rose to a point of personal privilege. <strong>Senator Derek Hanna</strong> rose to a point of personal privilege. <strong>Vice President April Abercrombie</strong> spoke about the possibility of reaching out to the community, elementary schools, high schools, and get students excited about going to college. According to <strong>Vice President April Abercrombie</strong>, the local elementary schools are interested in doing a fundraiser with us so their students can come here and get a tour from us. <strong>Senator Theresa Kennedy</strong> voiced her interest in doing a campus clean-up day. <strong>President Brendan Binns</strong> stated that this was done last semester. We are exploring the possibility of getting all of the departments involved. <strong>Senator Martín Caracoza</strong> suggested taking a more proactive role. He a bill he presented with the sustainable works program for the campus clean-up last semester. <strong>Secretary Dawn Castillo</strong> referred to a past bill that served as a campus clean-up and club fundraiser. She also reminded senators to be mindful of the teamsters working for plant facilities and to consult the Work Environment committee regarding any such undertaking. She also suggested presenting this issue as a resolution to the</td>
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Academic Senate. Senator Martin Caracoza stated that it is important we do our part to recruit senators for next semester.

The motion to table this discussion until next week was made and carried with a 1st from Senator Alexis Melgoza and 2nd from Senator Genesis Dela cruz.

B. Accreditation Committees

ASO Advisor Mercy Yanez stated that we have to make sure that we are attending the Shared Governance meetings as well as the Accreditation Committee meetings. However, she pointed out that it is important to go to them all and she does not want senator to become overwhelmed.

ASO Advisor Mercy Yanez pointed out that the meeting times and locations are subject to change.

President Brendan Binns stated that there are fifteen meetings left until the end of the semester. He passed out a list of the meetings. Each senator should pick one to attend. ASO Advisor Mercy Yanez stated that some of the meetings have passed. The upcoming meetings are open to everyone. If you attend a meeting you need to report back to the body.

Senator Martin Caracoza pointed out that there is a form on the ASO website for Shared Governance Reports.

The motion to move to the next agenda item was made and carried with a 1st from Senator Martin Caracoza and a 2nd from Senator Genesis Dela cruz.

C. Monthly Activities

The motion to remand this issue to a committee was made and carried with a 1st from Senator Martin Caracoza and a 2nd from Senator Steven Delgado.

President Brendan Binns rose to a point of information and asked for a statement describing what this the committee for? Senator Martin Caracoza further specified that this would be an Activities Planning Committee.

The motion to put the formation of an Activities Planning Committee on the next agenda was made and carried with a 1st from Senator Martin Caracoza and a 2nd from Senator Theresa Kennedy.

D. Scheduling of Inter-Club Council Meeting/Survey Results

The motion to table this discussion was made and
carried with a 1st from Senator Martin Caracoza and a 2nd from Senator Mari Ashley Andrews.

Special Committee Reports

Report/Discussion:

President’s Report

Report/Discussion: President Brendan Binns thanked everyone for attending the day of service last Friday. He reported being given a piece of paper with fifteen students who were flagged as drop-outs from Gardena High School. Participating senators contacted these students and encouraged them to return to school and get their diplomas. Some students made commitments to do so. Some students had gone back to their country of origin which helped the school maintain accurate records. He also reported that next spring they will be contacting us for a recovery day. He further commented that it was awesome and he encouraged everyone to participate in such activities in the future. Finally, he informed the body that transcripts are now available online.

Conclusions:

Action items: Person responsible: Deadline:

Vice President’s Report

Report/Discussion: Vice President April Abercrombie spoke to an issue regarding the phone lines on campus and getting students directed to the Life Skills Center in a more efficient manner rather than getting lost in pre-recorded messages. She stated that the issue was resolved. She also reported that along with Senators Delgado, Caracoza, Dela cruz, and Melgoza she went from door to door to reach out to students who had dropped out of high school and helped get them excited about going back and getting their diplomas. She described the experience as very fulfilling and said she received thanks from the mayor’s office.
Report/Discussion: **Vice President April Abercrombie** had to leave and passed the gavel to **President Brendan Binns**.

**Vice President Blanca Sanchez** gave the budget report. She raised a concern regarding office supplies for the Seahawk Center. She also commented on a line item account for the Grab and Go that was operating on the second floor of the Seahawk Center. She also stated that she has been working with Nina Malone and we have been advised that we buy the pool table that we are currently renting.

**President Brendan Binns** asked for the amounts of money that we took in last year and the amount that we will potentially be running in the red for the next meeting. **Senator Steven Delgado** stated that this is a proposed budget and it is not what we are necessarily going to spend. It’s a limit that we have put on our spending and what we can do is recommend amendments. **ASO Advisor Mercy Yanez** stated that we need to see some cost benefit analysis. Our Advisor commended her for the research she has been doing. Our advisor stressed the importance of increasing our membership, branding ourselves, and maintaining transparency.

The motion to put the formation of a **Financial Brainstorming Committee** on the next agenda was made and carried with a 1st from **Senator Steven Delgado** and a 2nd from **Senator Tyler Hashim**.

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<th>Secretary’s Report</th>
<th>Dawn Castillo</th>
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**Secretary Dawn Castillo** reported that she is available in the EOPS office. Her office hours and contact information are posted in the ASO office as well as President Binn’s office hours and Vice President of Finance Blanca Sanchez’s office hours. They will all be posted on the website by the following week.

**Senator Steven Delgado** rose to a point of personal privilege.

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<td>Work Environment Shared Governance Report</td>
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<td>Mercy Yanez</td>
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**Topic/Discussion:**

**ASO Advisor Mercy Yanez** reported that we expect to have a budget from the state as early as next week. She commended the group of senators and executive officers who attended the mayor’s day of service. They did us proud. She thanked the body for another week of good work.

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**President Brendan Binns** adjourned the meeting at 3:13 pm.