

**Antelope Valley College**  
**Associated Student Organization**  
**Executive Council Minutes**  
**3041 West Ave. K, Lancaster, CA 93536**  
**SSV 184, 12:00pm**  
**July 15, 2014**

**The Executive Council of the Antelope Valley College met on July 15, 2014. For more information, please contact Associated Student Organization President Megan Turrill 722-6300 ext 6725.**

I. ORGANIZATIONAL ITEMS

1.1 Call to order: 12:01 pm

1.2 Pledge of Allegiance: Michael Gonzalez

1.3 Roll Call:

President – Megan Turrill -- Present

Vice President, Academic Affairs – Raul Curiel -- Present - Proxy - Juliana Arana

Vice President, Student Services – Vacant

Vice President, Club Affairs - Daniel Mendez -- Present

Vice President, Palmdale Center - Vacant

Executive Director, Public Relations – Paul Sanchez - Present - Proxy - Nathan Skadsen

Executive Director, Special Programs -- Kimbirly Dolatowski

Treasurer – Kevin Robles - Absent

Secretary – Vacant

Senator Elizabeth Wells -- Present

Senator Michael Gonzalez -- Present

Senator Jennifer Corona -- Present

Senator Shawn Smith -- Present

Senator Mara Javines -- Present

Senator Alex Moon -- Present

Senator -- Vacant

Senator -- Vacant

Membership is 12, Quorum is 7, 11 were present. Quorum is established.

Student Trustee - Chris Dundee - Absent

Advisor - Dr. Jill Zimmerman -- Present

Accounting Assistant - Nancy Blundell -- Present

Students - Joy Scott, Brenda Solis

1.4 Adoption of the Agenda

Moved to adopt the agenda for July 15, 2014 by Shawn Smith, seconded by Michael Gonzalez.

Motion passes 10/0/0.

1.5 Approval of the Minutes - July 8th, 2014

Moved to approve the minutes from July 8, 2014 by Nathan Skadsen, seconded by Kimbirly

Dolatowski. Motion passes 10/0/0.

1.6 Approval of Financial Report

Financial Report from July 1, 2014 to July 15, 2014 read out to ASO members present by Advisor Nancy Blundell.

Moved to approve the Financial Report by Michael Gonzalez, seconded by Shawn Smith. Motion passes 10/0/0.

II. PUBLIC FORUM  
No action taken.

III. DISCUSSION ITEMS

### 3.1 ASO Goals

President Turrill asked the officers and other members at the table to please, one at a time, discuss their possible goals.

Daniel Mendez discussed his belief that a focus for the new year should be on increasing school spirit, furthering community involvement, and unifying Palmdale and Lancaster campuses.

Michael Gonzalez focused on how we should provide for freshmen small orientation kits that include information and possibly ASO branded items.

Jennifer Corona discussed how, due to the fact students at AVC are mostly commuter students that drive to school, attend class, and leave, we should try to conduct outreach in-classrooms as a way of getting our message out, and at such time talk about our ASO sticker and advocacy.

Alex Moon stated we should focus hard on outreach at Welcome Week, focusing on having conversations with students.

Juliana Arana discussed how we should focus on in-person outreach including visiting classrooms. She also mentioned that she has relatives that work for AV Press and suggested outreach through the local media.

Joy Scott discussed the possibility of extending Welcome Week, perhaps as a SAC event, that celebrates a different major every week. An opportunity for ASO to communicate with students and discuss career possibilities with students who may not yet have a career plan.

Mara Javines talked about the possibility of getting professors to talk about ASO for the first few minutes of their class. She discussed the possibility of having feedback cards/suggestion boxes, as well as perhaps hosting several workshops through the year.

Shawn Smith discussed the need to get Palmdale involved with events on our campus, and also the need to get Palmdale students access to the ASO Pantry. Both of these needs he stated, could be solved by getting Palmdale students to Lancaster or by hosting events at Palmdale.

Kimbirly Dolatowsky talked about the need for more outreach and events at Palmdale, as well as increasing ICC involvement on campus in addition to increasing access to the pantry for those at Palmdale.

Brenda Solis stated that she believes we might look into a mentorship program between returning students and freshman students. While it might be hard to conduct such a program at a 1:1 ratio, it might be possible to conduct a program at a limited basis.

Megan Turrill stated how impressed she was by all the ideas presented here today, and reminded the members sitting at the table that even if their goal is not one of the official three to five goals ASO will adopt over the next year, every officer is clear to pursue their goal with others through ad-hoc committees, taking action on their plans to increase student success and advocacy at AVC.

### 3.2 OneLinc Marketing/Administration

President Turrill discussed the most recent meeting with OneLinc at Lancaster City Hall where she took receivership of the admin password to modify AVC's account on OneLinc. She also discussed how, after putting the school's mission statement and information on the web page, Antelope Valley College is now on Onelinc. Going forward, she discussed those who wish to put events on OneLinc to ask for volunteers, can talk to ASO and discuss their addition with Dean of Student Life Dr. Jill Zimmerman. President Turrill also announced that the OneLinc volunteers were open to holding presentations and town hall events on campus to talk about OneLinc. We will also be receiving fliers from OneLinc very soon.

Nathan Skadsen discussed the possibility of simply adding a checkbox on Student Development Office facilities requests and ICC event requests for clubs that wish to request the event be put on OneLinc, which would simplify the entire process.

Dr. Zimmerman discussed how it could be possible to do an event with OneLinc but that in previous years we had many people interested in volunteering but that no one from ASO followed up in maintaining communication with those interested parties. She also announced that they are working on the Fall Spotlight, the Student Development Office's newsletter, that Megan could write a release in that news letter for OneLinc, in addition to announcing that the first ASO article will feature President of ASO, Megan Turrill.

## IV. ACTION ITEMS

### 4.1 ASO Appointments

President Megan Turrill nominated Senator Alex Moon to the specific area of Counseling and Matriculation, due to the fact that last week's motion failed to appoint him to a specific area.

Move to appoint Alex Moon to the position of Senator of Counseling and Matriculation by Michael Gonzalez, seconded by Shawn Smith.

Vice President of Academic Affairs - Raul Curiel - Proxy - Juliana Arana - Aye

Vice President, Club Affairs - Daniel Mendez - Aye

Executive Director, Public Relations – Paul Sanchez - Proxy - Nathan Skadsen - Aye

Executive Director, Special Programs - Kimbirly Dolatowski - Aye

Senator Elizabeth Wells - Aye

Senator Michael Gonzalez - Aye

Senator Jennifer Corona - Aye

Senator Shawn Smith - Aye

Senator Mara Javines - Aye

Senator Alex Moon - Aye

Motion Passed 10-0-0.

## 4.2 ASO Conferences

President Turrill discussed attending the CCCSAA workshop that is being held in October and ask the room who would be interested in attending this conference, as well as if any of them had done any research of the event.

A few officers including Raul Curiel and Michael Gonzalez discussed possible time conflicts with Alpha Iota meetings and the fact this conference is a three day conference starting on a Friday. However, they also discussed the understanding that sometimes sacrifices have to be made, of either missing Alpha Iota or the conference.

Juliana Arana discussed her wish to also attend but that she may have a time conflict.

Raul Curiel and Michael Gonzalez added that they have a Friday lab class that may also conflict, at which time Kimbirly Dolatowski added that she is taking a hybrid math class that might meet on Fridays but is waiting on her syllabus in order to know for sure if she can attend.

Dr. Jill Zimmerman asked the room to further clarify it's hesitation to motion to approve the conference in addition to scheduling conflicts, to which Nathan Skadsen added that it might be a lack of further information on the conference, as they conference holders have not yet released enough information despite the conference only being two months away.

Dr. Jill Zimmerman asked for everyone to clarify who wished to go with a show of hands, to which all but one person raised their hand. She then asked who had possible scheduling conflicts with the date, to which four individuals responded.

Moved to table action on ASO conferences until the next meeting by Nathan Skadsen, seconded by Kimbirly Dolatowski.

Vice President of Academic Affairs - Raul Curiel - Proxy - Juliana Arana - Aye  
Vice President, Club Affairs - Daniel Mendez - Aye  
Executive Director, Public Relations – Paul Sanchez - Proxy - Nathan Skadsen - Aye  
Executive Director, Special Programs - Kimbirly Dolatowski - Aye  
Senator Elizabeth Wells - Aye  
Senator Michael Gonzalez - Aye  
Senator Jennifer Corona - Aye  
Senator Shawn Smith - Aye  
Senator Mara Javines - Aye  
Senator Alex Moon - Aye  
Motion Passed 10-0-0.

## 4.3 Region VI Meetings

President Megan Turrill asked Dr. Jill Zimmerman to please explain the travel process for ASO officers attending events such as these.

Dr. Zimmerman laid out the order of the travel process for in-state travel such as traveling down to Santa Barbara. The process begins with a trip request, moves to a per diem signout of all those attending to pay for their food, then a meeting time is arranged for when all officers attending need to be on campus. All those who sign an agreement saying they are going are then committed to attend.

Move to approve an up to budget of \$1,000 out of Student Rep. Fee to send ASO representatives to Region VI meetings for Fall Semester by Nathan Skadsen, seconded by Kimbirly Dolatowski.

Vice President of Academic Affairs - Raul Curiel - Proxy - Juliana Arana - Aye  
Vice President, Club Affairs - Daniel Mendez - Aye  
Executive Director, Public Relations – Paul Sanchez - Proxy - Nathan Skadsen - Aye  
Executive Director, Special Programs - Kimbirly Dolatowski - Aye  
Senator Elizabeth Wells - Aye  
Senator Michael Gonzalez - Aye  
Senator Jennifer Corona - Aye  
Senator Shawn Smith - Aye  
Senator Mara Javines - Aye  
Senator Alex Moon - Aye  
Motion Passed 10-0-0.

#### 4.4 ASO Events

President Megan Turrill talked about how she has decided to hold the ASO retreat on Friday August 8, 2014 from 11am until 5pm in SSV 151 Board Room. She stated that the retreat may end early, but that officers should expect to spend the full allotted time in attendance. She further reiterated that this retreat is essential for the success of ASO in the coming academic year, as it is where all the officers get to know one another, practice their skills, collaborate on goals and ideas, and set plans in motion for having a successful year. She also announced the idea to have a catered lunch provided.

Nathan Skadsen discussed how it would be easy to just go with Panera Bread catering as they were incredibly easy to work with in planning the Robert's Rule's Workshop.

Move to approve an up to budget of \$300 out of Student Rep. Fee for food and materials for the ASO retreat of August 8, 2014 and if it is not possible to utilize funds out of Student Rep. Fee in time, to then take the allotted up to amount of funds out of ASO Events by Nathan Skadsen, seconded by Marantha Javines.

Vice President of Academic Affairs - Raul Curiel - Proxy - Juliana Arana - Aye  
Vice President, Club Affairs - Daniel Mendez - Aye  
Executive Director, Public Relations – Paul Sanchez - Proxy - Nathan Skadsen - Aye  
Executive Director, Special Programs - Kimbirly Dolatowski - Aye  
Senator Elizabeth Wells - Aye  
Senator Michael Gonzalez - Aye  
Senator Jennifer Corona - Aye  
Senator Shawn Smith - Aye  
Senator Mara Javines - Aye  
Senator Alex Moon - Aye  
Motion Passed 10-0-0.

Dr. Zimmerman added to the conversation that she was still waiting to have a meeting with the Student Activities Council about future events and will follow up at the next ASO meeting about events at which ASO can volunteer and use as recruiting and information distribution opportunities.

#### 4.5 ASO Committee Reports

##### - Sticker Committee

Shawn Smith discussed the ideas he and Paul Sanchez have so far for improving the ASO sticker, ideas that will later join a larger discussion contributed to by all of the sticker committee members. The ideas they have so far include partnerships with the Subway on campus, the

Antelope Valley Transportation Authority, Magic Mountain who we once had a partnership with, City of Palmdale's Dry Town Waterpark, and Knott's Berry Farm. In addition to those potential partnerships, Shawn Smith added a few advertising ideas Paul Sanchez had contributed, including putting ads on campus printer kiosks, asking to have ad's put on the AVC website, and extending the sticker for a full year in exchange for a small discount on the parking permit and ASO sticker.

Advisor Nancy Blundell added that when it comes to partnerships with the larger corporations, and even city organizations like Dry Town, it would be best to have herself or Dr. Zimmerman open a dialogue.

- Print for pay kiosk committee

President Turrill discussed the current progress of the ASO print for pay kiosk committee. She announced that the committee had discussed the cost-benefit of offering free copies through the ASO sticker and presented the proposal the committee had decided on. The proposal suggested offering 30 free copies per semester for those who purchase an ASO sticker for said semester. The proposal also included a suggestion made by some of the committee members for not offering the free copies until after the 2nd week of school to limit our risk.

Dr. Zimmerman quickly discussed how ASO sticker refunds are handled and made it clear there was no reason for such a 2nd week limitation.

President Turrill continued by discussing another idea presented in the committee, that after a while it might be advantageous to not offer the sticker in a bundle any longer.

Dr. Zimmerman responded by discussing how the bundle is marketed as a discount on parking permits and that it is one of the bigger offerings of the ASO sticker program.

Move to give 30 free prints at 12 cents a print for the Fall semester to each student who purchases the ASO sticker in Fall by Shawn Smith, seconded by Kimbirly Dolatowski.

Move to amend the previous motion to give 30 free prints at 12 cents a print for both Fall and Spring semesters for each student who purchases an ASO sticker for the Fall and Spring semester respectively by Nathan Skadsen, seconded by Kimbirly Dolatowski.

President Turrill took a roll call vote on the move to amend made by Nathan Skadsen.

Vice President of Academic Affairs - Raul Curiel - Proxy - Juliana Arana - Aye

Vice President, Club Affairs - Daniel Mendez - Aye

Executive Director, Public Relations – Paul Sanchez - Proxy - Nathan Skadsen - Aye

Executive Director, Special Programs - Kimbirly Dolatowski - Aye

Senator Elizabeth Wells - Aye

Senator Michael Gonzalez - Aye

Senator Jennifer Corona - Aye

Senator Shawn Smith - Aye

Senator Mara Javines - Aye

Senator Alex Moon - Aye

Move to amend passed 10-0-0.

Hearing no further discussion, President Turrill took a roll call vote on the now amended motion made by Shawn Smith.

Vice President of Academic Affairs - Raul Curiel - Proxy - Juliana Arana - Aye  
Vice President, Club Affairs - Daniel Mendez - Aye  
Executive Director, Public Relations – Paul Sanchez - Proxy - Nathan Skadsen - Aye  
Executive Director, Special Programs - Kimbirly Dolatowski - Aye  
Senator Elizabeth Wells - Aye  
Senator Michael Gonzalez - Aye  
Senator Jennifer Corona - Aye  
Senator Shawn Smith - Aye  
Senator Mara Javines - Aye  
Senator Alex Moon - Aye  
Motion Passed 10-0-0.

President Turrill will notify Rick Shaw of ASO's decision immediately.

- Apparel committee

Raul Curiel presented some selections he and Daniel Mendez found during a meeting of their apparel committee. The committee settled on two designs, a gray full button up shirt with an ASO logo, and a cashmere cardigan. They also suggested the shirt and cardigan come with a name and title of the ASO position the person holds.

Dr. Zimmerman asked why the committee decided to go with shirts that have titles when at the last meeting the issue of individuals leaving and switching positions was raised.

President Turrill asked about the committee meeting at which these decisions were made, concerning if a public announcement was sent and a time announced so that more than just Daniel and Raul could attend the meeting. Daniel Mendez responded by saying that it was not an official committee meeting but rather was just ad-hoc research the two did while in the office. President Turrill asked that the two co-chairs of this committee please schedule and announce a meeting so that a more diverse array of input can be given.

Daniel Mendez asked for a show of hands on who would like a button up shirt. Three persons raised their hands. He then asked who would like a cardigan, several individuals raised their hand. Dr. Jill Zimmerman asked who would be interested in a polo shirt, many individuals raised their hand.

President Turrill indicated that it would easily be possible to have the ASO decide on one option then have additional items like cardigans available to be purchased at the private expense of those who wish to buy one. She then discussed how this discussion should be done in committee.

Point of personal privilege by Nathan Skadsen at 1:25pm.

#### IV. REPORTS

Advisor Report -

Dr. Jill Zimmerman stated that she is impressed and encouraged by everything that was said at today's meeting. She encouraged all of the officers to keep up their grades and progress.

Executive Board Reports -

President Turrill announced that she is looking at holding meetings in Fall on Fridays at 9am. She will put this issue on the next meeting agenda for a confirmation vote.

Daniel Mendez announced Club Rush, which will take place 8/26 and 8/27 from 11am to 1pm and 5pm to 7 pm each day. Daniel announced that ASO will have a full table in the Library Plaza. He also announced that the next ICC meeting would be July 28th at 4pm in SSV 184 ASO board

room. He also reminded everyone that the Robert's Rule's workshop coordinated by Nathan Skadsen was being held July 17th from 11am until 2 pm in SSV 151 board room.

Senator's Reports -

Shawn Smith discussed the issue of the lack of microwaves for student use on the north side of campus. He discussed that his earlier idea of using the microwave in Technical Education is not possible because the microwave is not for student use. He suggested that perhaps we could find room near the vending machines in the APL building or perhaps on the second floor of the Health Science building near the Student Lounge area above the Subway restaurant.

Michael Gonzalez discussed the need to order more office supplies for the ASO office as well as his desire to purchase new mailboxes for the officers.

Alex Moon thanked the other offices for confirming his appointment as an ASO senator.

Mara Javines discussed the Breast Cancer Awareness Walk taking place October 18th at Marie Kerr Park. She announced that AVC Cares would like to see mass campus involvement to help the fight against breast cancer. She stated that over the next few weeks she hopes to spread the word as much as possible and concluded by reminding all the members in the room that all funds raised would stay in the valley to fight breast cancer.

Student Trustee Report - Absent

V. ANNOUNCEMENTS/UPCOMING MEETINGS AND EVENTS

The next ASO meeting will be held July 22nd at 12 pm.

VI. ADJOURNMENT

Moved to adjourn at 1:50 pm by Shawn Smith, seconded by Michael Gonzalez. Motion passed 9/0/0.