

**Antelope Valley College  
Associated Student Organization  
Executive Council Minutes  
3041 West Ave K, Lancaster, CA 93536  
SSV 151 – 10:00 am  
Friday, December 16, 2014**

**The Executive Council of the Antelope Valley College met on Friday, December 16, 2014. For more information, please contact Associated Student Organization President Megan Turrill 722-6300 ext 6160.**

I. ORGANIZATIONAL ITEMS

1.1 Call to order: 10:11 am

1.2 Pledge of Allegiance: Lead by David Durost Proxy for William Pfaff

1.3 Roll Call:

President- – Megan Turrill - Present

Vice President, Academic Affairs - Raul Curiel - Absent

Vice President, Student Services – Williams Pfaff - Proxy - David Durost

Vice President, Palmdale – Brenda Solis - Present

Vice President, Club Affairs – Daniel Mendez – Absent

Executive Director of Public Relations – Paul Sanchez – Present

Executive Director of Special Programs – Kimbirly Dolatowski - Present

Treasurer – Kevin Robles - Present

Secretary - Dolores Avendano - Present

Senator:

Senator #1 – Jennifer Corona – Present

Senator #2 - Vacant

Senator #3 – Elizabeth Wells – Absent

Senator #4 – Maranatha Javines - Present

Senator #5 – Shawn Smith- Present

Senator of Counseling and Matriculation – Alex Moon - Present

Senator of Enrollment Services – Vacant

Senator of Student Life and Services - Hector Camacho - Present

Membership is 15, Quorum is 8, 12 were present, Quorum is established.

Student Trustee - Christopher Dundee – Present

Guest: David Durost

Ho Young Moon

Kimberly Mendoza

Julie Drake from the AV Press

Fatima Depaz

Jesus Patino

Leshaeveon Rowe

1.4 Adoption of the Agenda

Brenda Solis moved to adopt the Agenda for December 16, 2014, Paul Sanchez seconded. Motion Passed

1.5 Approval of the Minutes- December 5, 2014 - Tabled until finished printing

1.6 Financial Report

Kevin Robles moved to approve the financial report for December 16, 2014, Alex Moon seconded. Motion passed.

II. PUBLIC FORUM

PJ from Outreach - Needs volunteers for the Student Success Kickoff to present for the Campus life. She brought the schedules for the ASO Officers to look over. She only needs 3 speakers for each day for the workshops. Also they are doing a resource fair and would like club participation. The events are for the new incoming High School Seniors.

III. DISCUSSION ITEMS

IV. ACTION ITEMS

4.1 Marauders Academic Peer Success Program (MAPS)

Alex Moon - The Marauders Academic Peer Success Program (MAPS) was created to help students guide other students in the right direction who have been at AVC for a longer period of time and have not yet reached the goals that they would like to achieve. This would be an ASO ran program. The purpose of this program is to achieve a successful collegiate experience for participating students to reach their full potential in obtain their goals and eventually transfer, graduate or earn a certificate. The ASO committee on student success wanted to increase individual success rates and also increase student involvement and the number of students transferring, graduating and obtaining certificates campus wide.

The methodology on how the program works:

Part 1 Mentors/ Mentees: they will have bi-monthly checkups with each other. This part is the most essential part of the program. Each mentor will have a declared major. The mentor with certain majors will mentor mentees with the same declared major. At the bi-monthly check ups, the mentor will have the mentees fill out a program support sheet which will include what the mentees would like to achieve and what they would like to experience, it will include all the goals that they set for themselves. The mentees will assign themselves goals and then at the end of the goal they will record the results and if they reached it what was expected of them. There will be a graph for each mentee and it will show the date the goal was set, when the end date of the goal will be and the percentage of the goal that they achieved and if they finished their goal on time. At the meeting the mentors will ask the mentees how they did on their set goals and if they turned everything in on time and allow the mentees to discuss how they felt on specific goals. The mentors and the mentees will discuss the strengths and weaknesses of the

mentees and recommend new study habits, study skills and introduce them to the resources that the college offers.

Part 2 Measuring Success: how they measure the success of the program as well as the success of the students. The graph will be include in part 2 of the program, The mentors will take the score that their mentees had received on that particular goal and reward them success points. The success points will be based off the letter grade that the mentee receives on each assignment. If a mentee receives a B on an assignment, their mentors will reward them with 2 success points. The mentors will add up the mentees success points each week and compare them to see the total progress of each mentee week after week and see if the mentee is either improving each week or needs more help with their classes and help them improve for the next week.

Part 3 General Meetings: where all the mentors get together with the executive board and discuss how they could improve the program and decide about workshops and social events. After the mentors meet with their mentees, they will have a meeting with the executive board of the program and discuss what they could do better the program. The mentors and executive board members will also discuss what type of social events and workshops they would like to have. There will be 4 general meetings, one each month. The mentors will be allowed to have only 1 excused absence. As far as the workshops and social events, the mentors and executive board members will be planning as the program goes and are thinking about having certain workshops set up for specific majors and benefit the mentees of that particular major. They would like to have 2 major social events that would involve the program members going out of town to a museum or something like that so that all the program members could have some fun things to do. The executive board will be nominated by ASO, when an executive board member is ready to leave AVC, a replacement will be nominated by the current executive board and then later approved by ASO. In case of resignation or impeachment the advisor and the executive board will make a recommendation, then that person will be shared with ASO and ASO will approve the new recommendation.

The student mentors and mentees will be required to complete a career assessment test so that know what they should do as far as a career and what they should major in. The duties of the mentors are to schedule and complete the bi-monthly meeting with their mentees with 2 excused absences allowed. The mentors will be meeting with their mentees at least 8 times per semester. The mentors will be meeting with the executive board about 4 times a semester and are allowed to have 1 excused absence. There will also be student mentor training sessions so that the mentors are up to date with what is expected of them. There will be a mentor/mentee confidentiality to allow both the mentors and mentees to build a trusting relationship so that the program could exist. The duties of the mentees are to take the career assessment test, attend at least 75% of the bi-monthly meeting with their mentors, be constant with their goal of the day, and follow through on their goals as much as possible.

To become a student mentor, the requirements are that the student must have at least a 3.0 gpa, completed 24 college credit units, be enrolled in at least 6 college credit units

each semester, have a declared major and have completed mentor application which will be reviewed by the executive board. The applicants will have a set meeting with the board and then will be either approved or denied by the program coordinator and vice coordinator.

The requirements to be a student mentee include that the student must have attempted 15 college credit units, the keyword is attempted, be enrolled in at least 6 college credit units, completed assessment test, online orientation, FAFSA, and educational plan and complete mentee application, which will be reviewed and approved by the executive board.

Mentors will have priorities if they have experience in tutoring or mentoring, or having volunteering experience or if they have a job. Also being involved in school activities such as being in a club on campus and if they are able to get letter of recommendation will give them priority. Mentees will have priorities if they are not involved in EOPS and CARE, STAR, CalWORKs, OSD, and new program that are to come such as First Year Experience, mainly because those programs already offer a mentorship with counselors. The targets for the program are students who aren't apart of any of those programs. Also the mentees will have priority if they have a history with working and volunteering and the passion to express their thoughts about the program on the questionnaire on the application.

The program would need some supplies such as applications, confidentiality forms, program support sheets, program manuals, binders, planners, shirts for the mentors representing MAPS as well as ASO, and student services informational sheets.

The budget would be \$5,500, the budget is planned out for 40 people on assumption that there will be 40 people including advisors participating in the program.

The program will be respecting AVC policies and procedures as far as disciplinary rules, but if a person has a felony or anything that goes against AVC's policy, then the program will not be accepting that applicant. Graduating members of the program will get recognized as honorary members and will receive a pin that they will be able to wear at the graduation and the members will be able to attend the end of the semester potluck called "Wrap It Up".

Mentees will receive letters of completion at the end of each semester if they complete all that was asked of them.

Mentors will receive certificates of appreciation for serving the mentees and recognition as an honorary member after serving a full term which is one full year.

The executive board will also receive certificates of appreciation as well as recognition as an honorary member after one term.

The program will have up to 4 advisors including the ASO's Advisor.

Alex Moon moved to establish ASO MAPS for the Spring semester, Kimbirly Dolatowski seconded.

Roll Call Vote:

President- – Megan Turrill -

Vice President, Academic Affairs - Raul Curiel -

Vice President, Student Services – Williams Pfaff – Proxy -Yay

Vice President, Palmdale – Brenda Solis – Yay  
Vice President, Club Affairs – Daniel Mendez –  
Executive Director of Public Relations – Paul Sanchez – Yay  
Executive Director of Special Programs – Kimbirly Dolatowski – Yay  
Treasurer – Kevin Robles – Yay  
Secretary – Dolores Avendano – Yay  
Senator #1 – Jennifer Corona – Yay  
Senator #2 – VACANT–  
Senator #3 – Elizabeth Wells –  
Senator #4 – Maranatha Javines – Yay  
Senator #5 – Shawn Smith – Yay  
Senator of Counseling and Matriculation – Alex Moon – Yay  
Senator of Enrollment Services – VACANT  
Senator of Student Life and Services – Hector Camacho - Yay  
Motion passed unanimously. 11/0/0

Alex Moon moved to approve an up to budget of \$5,500 out of reserved, Paul Sanchez seconded.

Roll Call Vote:

President- – Megan Turrill -  
Vice President, Academic Affairs - Raul Curiel -  
Vice President, Student Services – Williams Pfaff – Proxy -Yay  
Vice President, Palmdale – Brenda Solis – Yay  
Vice President, Club Affairs – Daniel Mendez –  
Executive Director of Public Relations – Paul Sanchez – Yay  
Executive Director of Special Programs – Kimbirly Dolatowski – Yay  
Treasurer – Kevin Robles – Yay  
Secretary – Dolores Avendano – Yay  
Senator #1 – Jennifer Corona – Yay  
Senator #2 – VACANT–  
Senator #3 – Elizabeth Wells –  
Senator #4 – Maranatha Javines – Yay  
Senator #5 – Shawn Smith – Yay  
Senator of Counseling and Matriculation – Alex Moon – Yay  
Senator of Enrollment Services – VACANT  
Senator of Student Life and Services – Hector Camacho - Yay  
Motion passed unanimously. 11/0/0

Alex Moon moved to approve Alex Moon as MAPS coordinator, Shawn Smith seconded.

Roll Call Vote:

President- – Megan Turrill -  
Vice President, Academic Affairs - Raul Curiel -  
Vice President, Student Services – Williams Pfaff – Proxy -Yay  
Vice President, Palmdale – Brenda Solis – Yay  
Vice President, Club Affairs – Daniel Mendez –

Executive Director of Public Relations – Paul Sanchez – Yay  
Executive Director of Special Programs – Kimbirly Dolatowski – Yay  
Treasurer – Kevin Robles – Yay  
Secretary – Dolores Avendano – Yay  
Senator #1 – Jennifer Corona – Yay  
Senator #2 – VACANT–  
Senator #3 – Elizabeth Wells –  
Senator #4 – Maranatha Javines – Yay  
Senator #5 – Shawn Smith – Yay  
Senator of Counseling and Matriculation – Alex Moon – Yay  
Senator of Enrollment Services – VACANT  
Senator of Student Life and Services – Hector Camacho - Yay  
Motion passed unanimously. 11/0/0

Personal Point of Privilege - Paul Sanchez - 11 AM

#### 4.2 ASO Events

Kimberly Dolatowski- Wants the ASO officers to come by the office and help show Bakersfield Community College around the Hearts and Hands Pantry on December 18, 2014 at 10 AM to 1 PM.

Shawn Smith moved to have an up to budget of \$100 for food for the showing of the Hearts and Hands Pantry out of ASO Events, Kimberly Dolatowski seconded.

#### Roll Call Vote:

President- – Megan Turrill -  
Vice President, Academic Affairs - Raul Curiel -  
Vice President, Student Services – Williams Pfaff – Proxy -Yay  
Vice President, Palmdale – Brenda Solis – Yay  
Vice President, Club Affairs – Daniel Mendez –  
Executive Director of Public Relations – Paul Sanchez –  
Executive Director of Special Programs – Kimbirly Dolatowski – Yay  
Treasurer – Kevin Robles – Yay  
Secretary – Dolores Avendano – Yay  
Senator #1 – Jennifer Corona – Yay  
Senator #2 – VACANT–  
Senator #3 – Elizabeth Wells –  
Senator #4 – Maranatha Javines – Yay  
Senator #5 – Shawn Smith – Yay  
Senator of Counseling and Matriculation – Alex Moon – Yay  
Senator of Enrollment Services – VACANT  
Senator of Student Life and Services – Hector Camacho - Yay  
Motion passed unanimously. 10/0/0

ASO Retreat on January 9, 2015 to discuss action plans for the upcoming semester.

Kevin Robles moved to set the time of the retreat from 10 Am to 3 PM on January 9, 2015, Kimbirly Dolatowski seconded.

Roll Call Vote:

President- – Megan Turrill -  
Vice President, Academic Affairs - Raul Curiel -  
Vice President, Student Services – Williams Pfaff – Proxy -Yay  
Vice President, Palmdale – Brenda Solis – Yay  
Vice President, Club Affairs – Daniel Mendez –  
Executive Director of Public Relations – Paul Sanchez –  
Executive Director of Special Programs – Kimbirly Dolatowski – Yay  
Treasurer – Kevin Robles – Yay  
Secretary – Dolores Avendano – Yay  
Senator #1 – Jennifer Corona – Yay  
Senator #2 – VACANT–  
Senator #3 – Elizabeth Wells –  
Senator #4 – Maranatha Javines – Yay  
Senator #5 – Shawn Smith – Yay  
Senator of Counseling and Matriculation – Alex Moon – Yay  
Senator of Enrollment Services – VACANT  
Senator of Student Life and Services – Hector Camacho - Yay  
Motion passed unanimously. 10/0/0

Kimbirly Dolatowski moved to have an up to budget of \$500 out of ASO Events for food for the ASO Retreat, Shawn Smith seconded.

Roll Call Vote:

President- – Megan Turrill -  
Vice President, Academic Affairs - Raul Curiel -  
Vice President, Student Services – Williams Pfaff – Proxy -Yay  
Vice President, Palmdale – Brenda Solis – Yay  
Vice President, Club Affairs – Daniel Mendez –  
Executive Director of Public Relations – Paul Sanchez –  
Executive Director of Special Programs – Kimbirly Dolatowski – Yay  
Treasurer – Kevin Robles – Yay  
Secretary – Dolores Avendano – Yay  
Senator #1 – Jennifer Corona – Yay  
Senator #2 – VACANT–  
Senator #3 – Elizabeth Wells –  
Senator #4 – Maranatha Javines – Yay  
Senator #5 – Shawn Smith – Yay  
Senator of Counseling and Matriculation – Alex Moon – Yay  
Senator of Enrollment Services – VACANT  
Senator of Student Life and Services – Hector Camacho - Yay  
Motion passed. 9/1/0

#### 4.3 ASO Committee Reports

Alex Moon: Student Success Committee - Thank you and will be having meetings more often. There is a lot of work to be done now that the program was approved. January 23, 2015 will be the mentor training and the planning of the mentee orientation.

Megan Turill: CCC - They did not meet this past week but they will be having a meeting tomorrow Wednesday December 17, 2014.

Brenda Solis: AB86 - Attended the meeting last week, which is in regards with Adult Education. They broke up into different sessions. Brenda Solis attended the AB breakout session that was regarding undocumented citizens. It was about coming up with different ways to implement and increase those students education. The obstacles that were in a lot of the adult students ways was the problem with transportation.

#### V. REPORTS

Advisors report: Dr. Zimmerman: Dr. Zimmerman discussed that she was very impressed with all that the ASO officers have accomplished this semester. She also liked all the ideas that the ASO officers came up with after attending some of the conferences such as SSCCC. She hoping that the officers will bring forward how they propel not only what ASO is bringing forward but making sure that we are helping our student body. She wanted to thank the officers for all their work. The print for pay will not being changing, the students will still receive that amount promised by purchasing the ASO sticker. She is putting together a new task force called Violence Against Women Task Force, the name is subject to change. The task force will most likely be meeting Mondays at 1 PM starting in January. She also wanted the officers to have a good winter break!

Executive Board reports:

Kevin Robles: He wanted to say great job to all the ASO Officers and he knows that this semester was a really tough one and every single officer has worked really hard. Also he wanted to say that when he came from his first committee with Shawn Smith and Paul Sanchez with the sticker incentive just to see how it would go and now the student success committee that started with only a few people in a room and is now turning into this big program, he just wanted to say great job to everyone for sticking out this semester and making it with their titles and he felt that he really grew with a lot of the officers especially at the conferences and that he is very excited to have spent this semester with all the ASO officers and he thanked them again.

Megan Turrill: She reported from the SSCCC Council, she traveled to the capital of California and was officially sworn in as a Senator of Region 6. She is the new Vice Chair of the Region 6 Advocacy committee which usually meets once a month. The last time they met, they discussed assigning representatives to each person and are working on a letter to send out to local representatives. She was also named as an alternate on the following statewide shared governance committees such as counseling committee, CalWORKs advisory committee, disabled students advisory committee. She is also a member of the SSCCC internal committees, she will be appointed to the budget advisory committee and she also calls in frequently to the early education action and effectiveness committee and also the equity and diversity committee. On the rules committee they are



working on policy 6500, which is the use of the SSCCC ulisor. They are also working on policy 5100 which is non members shared governance policy and governance and internal policy committees are working on the two SRF handbook, which is a handbook for all ASO's \$2 representation fee and when it was implemented by AB 1528 and how you can get it implemented, why you would want to get it implemented and hopefully that should be approved by the next meeting. In the budget advisory committee, they met last night and went over donation letters which is basically a donation letter asking if they would consider donating to certain projects or to their senators for travel requests or anything else that they would like to donate that money towards. They are also working on AB 1528 and the questionnaire they are doing about AB 1528, how much they know about it, if they would be willing to or looking into raising their fee to \$2.

At the SSCCC council meeting they had a presentation about the roles of community colleges, lab schools and Early College Education for student success and parents presentation. She sent out an introductory email to all the region schools to introduce herself and also gave her biography to Region 6 to put it on the website. She is also working on visiting the region schools and then putting together a letter of introductions for the assemblymen and senators, and she might be attending an online education initiative conference in Sacramento but she would have to be appointed to that first. The big things she is working on are March in March, it will most likely not be happening this year due to lack of communication between each region and schools, no funds and what they are protesting.

The funding for springs 2015 general assembly, there really isn't any good news that goes along with this because there was a lot of misconduct at general assembly and there has been in the past and the Chancellors Office was not pleased about this because they are liable for anything that happens and this past general assembly there was a student taken to the hospital because of some code of conduct that was violated. Issues arose because of that, the Chancellor's Office has let SSCCC know that they will not be funding the hotels because they no longer want to be liable for that and so they will not do the reservations for the hotel blocks. This is a problem for the SSCCC because they cannot really sign a contract with so much money in order to have that huge block of hotel rooms, so the budget committee discussed that briefly the night before during their committee meeting. They also discussed funding and booking hotel rooms. They also discussed contracts and all of that is something that they really need to get on and figure out now. So they discussed working with the faculty association or the academic senate or even working with another partner to see if they can help the SSCCC out with the meeting rooms for general assembly and also the hotel rooms. The general assembly planning committee is going to be meeting tonight at 8:30 PM.

President Megan Turrill also discussed that she was so excited about this semester and that she wanted to thank the ASO officers so much because she couldn't have done all that she accomplished without them and she is so proud of the officers growth. It was so much more than she expected when she first started and just thank you for all of your hard work and she is really looking forward to this next semester and hopes that all the officers have a good and relaxing break and when they get back that they come forward with a lot of new and exciting ideas for the future.

Senator's report:

Shawn Smith: He received an email yesterday from Ed Arendt apparently Dennis Anderson from the AV Press has been wanting to interview Shawn Smith for being a veteran in the ASO, so he is going to need to get ahold of him today and is unsure if it will be an over the phone interview or not. Also for the officers that went to the diversity conference, that was an amazing conference, he thought that his mind was open already but that conference opened his mind even more than he thought it could be. He is looking on behalf of ASO, on how much it would cost to have Chris Irving and his co-host if the officers would like to use him in the spring to hold a workshop for the AVC students on diversity training. He will also be contacting Dawn MacIntosh to set up another interview to talk about the sticker incentives for spring and he believes that they will probably be having a meeting either before school shuts down or in January, and with that he is still trying to set up a meeting with Dean Chelette, talking about the scholarship issues with the athletes and students and he will be looking at possibly starting a sustainability committee in the spring expanding on the water conservation. And he wished all the ASO officers Happy Holidays and said that he had an amazing year and hopes everybody if they are traveling to travel safe and if not just have a Happy Holidays.

Maranatha Javines: Region 6 met Friday, the meeting had a lot of back and forward discussions, but pretty much, the Region 6 website is now up. It has been down for a long time. President Megan Turrill gave her information to the Public Relations Officer for Region 6 and is now up along with the other Executive Board Members of Region 6. The website is [ssccvi.org](http://ssccvi.org). They are currently working on the budget to redo it for the upcoming semester because there has not really been a chance to work on it this semester. They are working on getting the numbers straight and more fundraising and things like that. They also deactivated 2 schools from the Region, the first being College of the Canyons (COC) and Ventura Community College and Taft Community College was already deactivated. That is 3 of the 9 schools in our Region. So now the Region is down to 6 colleges.

Alex Moon: He discussed that he really appreciates the hard work from all those who were involved with the creation of ASO MAPS and also Dr. Zimmerman, and said that it has been a long journey and that he also wants to thank everyone who might be some participants in the program and Happy Holidays and he is looking forward to seeing all the officers next year.

Shawn Smith: A reminder that Kevin Robles Advocacy survey went out this week and to check your email.

Revisit the Minutes for December 5, 2014:

Dolores Avendano moved to approve the minutes for December 5, 2014, Brenda Solis seconded.

Roll Call Vote:

President- – Megan Turrill -

Vice President, Academic Affairs - Raul Curiel -

Vice President, Student Services – Williams Pfaff – Proxy -Yay

Vice President, Palmdale – Brenda Solis – Yay  
Vice President, Club Affairs – Daniel Mendez –  
Executive Director of Public Relations – Paul Sanchez –  
Executive Director of Special Programs – Kimbirly Dolatowski – Yay  
Treasurer – Kevin Robles – Yay  
Secretary – Dolores Avendano – Yay  
Senator #1 – Jennifer Corona – Yay  
Senator #2 – VACANT–  
Senator #3 – Elizabeth Wells –  
Senator #4 – Maranatha Javines – Abstained  
Senator #5 – Shawn Smith – Yay  
Senator of Counseling and Matriculation – Alex Moon – Yay  
Senator of Enrollment Services – VACANT  
Senator of Student Life and Services – Hector Camacho - Yay  
Motion passed. 9/0/1

Minutes were approved

VI. ANNOUNCEMENTS /UPCOMING MEETINGS AND EVENT

December 18, 2014 Bakersfield College will be visiting to look at the Hearts and Hands Pantry

January 9, 2015 from 10 AM to 3 PM will be ASO's Planning Retreat

At the end of the month is the opportunity to speak to the high school students coming in

An email was sent out by President Megan Turrill about the homeless count and who wanted to participate and sign up for that.

Brenda Solis stated that she might be able to get Buffalo Wild Wings into the sticker deal

VII. ADJOURNMENT

Moved to adjourn the meeting at 11:41 AM by Dolores Avendano, seconded by Hector Camacho. Motion passed.

The meeting was adjourned at 11:41 AM