

**Antelope Valley College  
Associated Student Organization  
Executive Council Minutes  
3041 West Ave K, Lancaster, CA 93536  
SSV 151 – 9:00 am – 11:30 am  
Friday, April 24, 2015**

**The Executive Council of the Antelope Valley College met on Friday, April 24, 2015. For more information, please contact Associated Student Organization President Megan Turrill 722-6300 ext 6160.**

**I. ORGANIZATIONAL ITEMS**

1.1 Call to order: 9:08 am

1.2 Pledge of Allegiance: Lead by Brenda Solis

1.3 Roll Call:

President- – Megan Turrill – Present

Vice President, Academic Affairs – Vacant

Vice President, Student Services – Williams Pfaff – Absent

Vice President, Club Affairs – Noemi Bustamante – Present

Vice President, Palmdale – VACANT

Executive Director of Public Relations – Brenda Solis – Present

Executive Director of Special Programs – Kimbirly Dolatowski – Present

Treasurer – Kevin Robles – Present

Secretary - Dolores Avendano – Present

Senator:

Senator of Counseling and Matriculation – Alex Moon – Present

Senator of Enrollment Services – Roxanna Vasquez – Absent

Senator of Student Life and Services - Hector Camacho – Present

Senator #1 – Jennifer Corona – Present

Senator #2 – Ho Young Moon – Present

Senator #3 – Elizabeth Wells – Absent

Senator #4 – Maranatha Javines – Present

Senator #5 – Shawn Smith – Present

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

Student Trustee - Christopher Dundee – Present

Guest:

1.4 Adoption of the Agenda- Kimbirly Dolatowski moved to adopt the agenda for April 24, 2015, Kevin Robles seconded, Motion passed, No Objections.

1.5 Approval of the Minutes –Kimbirly Dolatowski moved to approve the minutes from March 27, 2015, Shawn Smith seconded, No Objections minutes were approved.

Shawn Smith moved to approve the minutes from April 3, 2015, Kimbirly Dolatowski seconded, No Objections minutes were approved.

Kimbirly Dolatowski moved to approve the minutes from April 17, 2015, Jennifer Corona seconded. No Objections minutes were approved.

1.6 Financial Report – Kevin Robles moved to approve the Financial Report from July 1<sup>st</sup>- April 24<sup>th</sup>, Kimbirly Dolatowski, No Objections the Financial Report was approved.

## II. PUBLIC FORUM

Shawn Smith: Was contacted by a man named David Zubia who is a field rep at the Palmdale campus, asking if ASO was going to be present at the 2016 opening day on August 20 from 8 am to 12 pm where they are going to be giving ASO 90 minutes to do anything whether it be a speech, presentations, workshops or whatever we want to do to get information out to the students.

The Skills club was approached by the Veterans Resource Center and asked if they can use some of their members that have their food handler's card because the VFW wants to have a barbeque event with them. The Veterans Resource Center is going to foot the bill and pay for all the food through the VFW and they were asking if they could use ASO's equipment. Shawn Smith told that that they were waiting because they are not allowed to cook raw meet on campus and that they would have to figure something else out.

Mara Javines: She addressed the safety committee representative's and told them that in HS 100 there was a chair that is falling off and it is only being supported by 2 screws when there is supposed to be 4 screws holding it down to keep it in place.

## III. DISCUSSION ITEMS

### 3.1 ASO Elections

Dr. Zimmerman: ASO extended the application deadline by one day so that was allowed until 4 o'clock and that allowed her to talk to IT and she said that she would give it a day and that she's okay. The ballot is done and it is all set and ready to go and it will go at midnight on Monday. Elections will go Monday April 27, 2015- Thursday April 30, 2015 like ASO originally set. There is space for whoever the candidates are and then a write in for each one and write in needs at least 10 votes to be written in. Whoever is the highest vote getter will get the position. They have to have at least 10 votes. She also sent the electronic statements to Steven Burns to put up on the banner and it will be a link that will take them right too it. Students in order to vote must have their log in and can only vote once and besides that it is all ready to go. No one has gotten approval of fliers for the campaign by the deadline. If any candidate still wants to post things then they can she just needs to approve the first one and then they have to make the copies.

Everything is ready to go. There are A-Frames that tell students to vote and she hopes that everyone follows the rules of campaigning and doesn't campaign near a computer lab.

#### IV. ACTION ITEMS

##### 4.1 ASO Grant Proposal

There are no grant proposals brought forward

##### 4.2 ASO Leadership Luncheon

Kimbirly Dolatowski: They went over how they were going to set up the program and the invitations, which she unfortunately did not bring with her today. They have the basic set up laid out of who is going to be presenting what and one of the things that they will be presenting is for the inspiration award for the faculty member and she did speak with Mara Javines briefly and asked her if she would like to be the presenter for that. Also one of the other awards for the ASO clubs, since we will know who the new 2015-2016 ASO officers are, those officers will be the ones presenting those awards. Shawn Smith did get a response back from Assemblyman Tom Lackey; he won't be able to attend until later on so what they are going to do is The Opening Statement, Welcome with President Megan Turrill, The Welcome Speech with President Knudson, Lunch and then after Tom Lackey gets there Megan Turrill will introduce him and he will be the keynote speaker at that point and awards after that.

When they are presenting the awards for the ASO Officers, the ones who are graduating, we will be presenting them with the courts and at the end there will be the passing of the gavel which Dr. Zimmerman and Kimbirly Dolatowski will be presenting but The new President and current President will be the ones actually passing the gavel in which they will do a quick closing and the final closing will be by Dr. Zimmerman.

ASO will be recognizing all the officers instead of voting on just a few people.

The people who are getting the awards are allowed to bring a plus one and if you are getting an award from more than one club you still can only bring a plus one.

There will be a power point for this event and they will need to get the other clubs pictures so that they can also be included in the power point.

One thing that will be different this year from last year is the way that they are doing the food. They will be calling two tables at a time up to get the food instead of everyone at once so that there is not a big clutter at the tables when people are trying to get their food.

May 8, 2015 at 12 pm is when this event will be happening and it will be located at the Hellenic Center.

##### 4.3 ASO Budget

Kevin Robles: He wasn't 100% sure if the \$40,000 coming from the reserve would be an addition \$40,000 or if it was going to be a roll over. It is indeed an additional \$40,000 that they are asking for. Last year they had \$30,000 for the Student Lounge remodel and it is an additional for the 2015-2016 year of \$40,000. All that needs to be done now is to approve the budget.

Kevin Robles moved to approve the budget for the 2015-2016 year for ASO, Kimbirly Dolatowski seconded

Roll Call Vote:

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

4.4 ASO Events

Megan Turrill: Tuesday April 28, 2015 from 12:00 – 1:30 pm Resolution Session to go over the Resolutions and they will be meeting in the boardroom.

Elizabeth Wells: Real Talk Tuesday was rescheduled to May 12, 2015

Kimberly Dolatowski: PJ Delgado came to her to ask about volunteers needed for a campus tour on Wednesday May 6, 2015 from 10:10 to 10:30 am to school students from New Vista Middle School the campus and explain what everything is.

Shawn Smith: Since no Barbeque is going to happen, he wants to know what they can do. Mainly because the VFW were the ones who wanted to do a barbeque because that is like traditionally what they do when they have their unit gathering together, it is around a barbeque. That is why they wanted a barbeque and why they were going that route. He was wondering if ASO would want to sponsor this event which they would like to do on May 21, 2015 if not May 20, 2015 which they are doing the armed forces as well as Veterans Day like they did last year. The VFW are the ones who wanted to be the ones who did the barbeque for all the different entities that would be coming in, because they like the one that the Skills Club did last year.

It was brought to Senator Shawn Smith's attention to ask the Cafeteria to do the catering for them. It will be funded from The Vet Resource Center. Shawn Smith is not sure what budget they were planning on pulling this out from but they want to have this event and they had just approached the Skills Club about it.

Shawn Smith was also thinking and wondering if AVC's Cafeteria could do the barbeque for them and he was told that it could be possible that the Cafeteria could do the barbeque for them and that they should reach out to them about it and keep in mind that they would have to pay for the workers.

Shawn Smith moved to have ASO support the Veteran's Resource Center Memorial on either May 20, 2015 or May 21, 2015, Kimbirly Dolatowski seconded.

Roll Call Vote:

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

Kimbirly Dolatowski: Clean up the office so that it is clean for Region VI.

Mara Javines: She attended the Social Behavioral Science Division meeting and this event is scheduled for next year. Professor Chapman wanted some feedback to whether or not ASO wanted to support an event. They want to bring in a man who is really prominent in the scientific community his name is Michael Shermer. He is a lot of the time featured in skeptic magazine and is one of the founders of the magazine. They want to host a discussion within the social and behavioral sciences and how science affects political decisions and vice versa.

When they say support, they don't mean financially but instead by getting student awareness on it. They are still designing the event and wanted to know if ASO will support them. They wanted to have this event in either September or October.

Kimbirly Dolatowski moved to have ASO support the social and behavioral sciences division's presentation with Michael Shermer in either September or October with the date to be determined, Kevin Robles seconded.

Roll Call Vote:

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

Shawn Smith: Brought up that NEO club would like ASO to support them on May 8, 2015 for their “ride your bike to school day event” it is not a holiday but it is a big movement globally. They want to do a fossil fuel divestment that day which happens to fall on the same day of the ASO Luncheon. They are doing a flier and passing it out electronically but not by hand.

Since that is the same day as the ASO luncheon, the way of support would have to mean just the spread of awareness.

Shawn Smith moved to spread awareness of NEO’s fossil fuel divestment event from May 4-8, 2015, Kimbirly Dolatowski seconded.

Roll Call Vote:

President- – Megan Turrill -  
Vice President, Academic Affairs - VACANT  
Vice President, Student Services – Williams Pfaff –  
Vice President, Club Affairs – Noemi Bustamante – Yay  
Vice President, Palmdale – VACANT  
Executive Director of Public Relations – Brenda Solis – Yay  
Executive Director of Special Programs – Kimbirly Dolatowski – Yay  
Treasurer – Kevin Robles – Yay  
Secretary – Dolores Avendano – Yay  
Senator of Counseling and Matriculation – Alex Moon – Yay  
Senator of Enrollment Services – Roxanna Vasquez –  
Senator of Student Life and Services – Hector Camacho – Yay  
Senator #1 – Jennifer Corona – Yay

Senator #2– Ho Young Moon – Yay  
Senator #3– Elizabeth Wells –  
Senator #4 – Maranatha Javines – Yay  
Senator #5– Shawn Smith – Yay  
Motion passed 11/0/0

#### 4.5 Committee Reports

Shawn Smith: meeting was on Wednesday, April 22nd. At this budget meeting, we were handed the two new rubrics to be able to start scoring all of the budget request sheets in our individual budget binder books... once the co-chairs correct the discrepancies, with the requests within said binder. We will also be given examples and light training on what is to be done exactly at our next scheduled meeting. After which, we should begin scoring each request, starting with critical needs first. The whole budget scoring process will be completed, and the data submitted to the June board meeting, via Survey Monkey online.

Megan Turrill: CCC- They forgot to tell her that they were meeting and never sent out an agenda or anything and they apologized for that and next time they will let her know when they are meeting.

Kimbirly Dolatowski: Student Equity – they prepared for their presentation that was presented earlier today. It went really well. They were the first group up to present and do their presentation on what they learned at the conference that they went to back in March. They brought up Basic Skills for studying tips and how to put our students in a better and well-minded frame so that way they are thinking more positive instead of negatively.

Jennifer Corona: Safety Committee – They did a food tasting of all the emergency supply food. It was enough to feed 60 people for 3 days which is about 540 meals. The Red Cross wants to talk to Doug Jenson about possibly being connected, they were a couple years ago but not anymore and that's because they tend to take up a lot of space and bring their own stuff.

They were also looking into the next purchase from Costco which has a 25 year shelf life and feeds 4 people for a year which is about 4384 meals.

There will be an emergency drill coming on the week of April 27, 2015 but it will be surprise one so that the professors might take it a little bit more seriously because there are some professors that don't pay much attention to the drills that are announced.

There was talk about having a defibrillator in campus since there is only one in the Physical Education area.

Kevin Robles: Enrollment Management – Meeting was cancelled and should be meeting again soon.

ITS – No report on the policy Decisions.

Refresh Policy – AVC Technology refresh Philosophy

Option 1 oldest to newest no matter where on campus they are. TOP Down

Refresh AVC Technology departments, Oldest to newest.

Refresh on basis of core function then oldest to newest, equal percentage to each during the year.

Labs

Classrooms

Offices

Service Areas

We would like to close the gap between the oldest and the newest refreshed tech/computers

Campus wide app for scanning/using student ID so student would not have to carry around their ID

Pros, Students would not have use ID, Possible integration with the Ellucian app to track stickers and other things

Cons, Not all facilities/services would implement the system, Stickers on cards, associated cost with the card. Investment for laser reads on the app/card.

Put in on the list serve to find other colleges that might be using it.

Hacked Email Accounts/leveraging the filtering to blacklist certain cites. Pick up the phone call 6535. Emails will be coming out so communicate to constituents why emails are going out and things are changing.

ITS has an outage calendar announcing outages on AVC Website, look at it. Notice on Blackboard will be down for 4 hours 11pm-3am Thursday night.

Next Meeting 5/14/15

Mara Javines: DECT – Hasn't really been hearing anything from DETC but they thinking about using a different thing apart from blackboard which is called Canvas because Blackboard is very costly and it would save \$160,000 so they are thinking about that. Also Ed Beyer was reelected for another 3 year term for Academic Senate.

## V. REPORTS

Advisors report: No Advisors Report

Executive Board reports:

Megan Turrill: Stated that she will be having coffee tomorrow with Assemblyman Tom Lackey and some other community partners and asked the officers that if there was anything that they would like her to ask or cover, just to reach out to her. Also she heard a few things from students who weren't from ASO which was a little concerning, one of which is all of our basic math which is Math 130 and Math 115 will require starting this fall an aspect of computer science so they will be integrating computer science into the Math.

Math 130 last semester is this summer so the only math that will being integrating computer science is Math 115 which Megan Turrill thinks is a good idea because she didn't like the fact that it didn't have a computer science aspect to it that she took earlier this year.

Kimbirly Dolatowski: Last Night Dr. Zimmerman and Kevin Robles went to the meeting for Rotary and Kimbirly Dolatowski did the power point presentation. It went very well.



They just wish they can get a little bit more advertisement out there such as in the newspaper for the pantry to help them get more resources and they also suggested that instead of buying, why don't they just make a letter of donation and get food donated for a freezer. We are standing at 65 day bag participants and 18 weekly disbursement participants.

Kevin Robles: Rotary: Went very well Lena Weber [lena.g.weber@gmail.com](mailto:lena.g.weber@gmail.com) would love to have hearts and hands speak to other rotary clubs and could provide contact for those club presidents. Also was given the idea to create a donation business letter for a freezer from Lowes/Home depot/Sears etc.

Region VI: Good trip to the zoo and learning experience for ASO, wonderful presentation by Region treasurer

Megan Turrill on the budget. Actual region though inefficient was key indicator that the region can always use more support and involvement for the community colleges within the region.

Allen Hancock Diversity day, gave out plants, Nutrition day and what's in our food, elections, battle of the bands

Moorpark – Elections, hot food on campus (Food Trucks), Multicultural day food, lectures, bands

Oxnard – Elections done electronically, Caesar Chaves event, multicultural day

Taft – Easter egg hunt, Spring fling activity each day, Ice cream social, rodeo day, physical fitness day, cuisine of the nation \$5 ticket fill your plate at any cultural food stand from Arabic food to Russian food

Noemi Bustamante: ICC – agreed to hold a friendly competition called Operation Fill the Pantry to have the clubs help raise donations for the Hearts and Hands Pantry. They will hold 1<sup>st</sup> 2<sup>nd</sup> and 3<sup>rd</sup> place for this contest. The club in first place will get \$250. The club in 2<sup>nd</sup> place will get \$125 and 3<sup>rd</sup> will be \$75. That will be submitted for approval in the next ICC meeting on Monday. The 3 clubs that raise the most donations will get those 1<sup>st</sup> 2<sup>nd</sup> and 3<sup>rd</sup> place prizes. And as a requirement they are going to have the clubs have a reusable bag and one bag is one submission but the bag has to be full in order to qualify. The winners will be awarded at the Leadership Luncheon.

Also the clubs wanted to have a mini club rush and have it a little more intimate and make it a mingle thing so that they can converse with students instead of being behind a table. This will be around May 18 or May 22, 2015. Also they wanted to discuss having a summer retreat with the other clubs included not just ASO.

They really liked the Robert Rules Training and they wanted to get a refresher on the Roberts Rules.

Senator's reports:

Alex Moon: A few more applicants came in. They have 4 mentees so far and they will possibly be up to 7. They plan to keep increasing also through Dr. Zimmerman and ASO help they will be able to provide Priority Registration to those students which is a good thing and he wants to thank all the ASO officers who supported this from the start and especially Megan Turrill, Elizabeth Wells and Kevin Robles because they are leaving and they left a big footstep on this program.

Jennifer Corona: The nursing department got their howl 1000 and also they are looking for professors to do the classes for the Bachelors program that AVC now has.

Shawn Smith: the AV Conservancy's Chief Financial Officer, Mrs. Wendy Reed, coming to campus and presenting to a few students on Thursday, April 23rd in BE-118. Mrs. Reed presented on what the conservancy is, what they do to help Antelope Valley wildlife, how they do work in preserving habitat lands, and what interested and concerned people can do to help them in their efforts. I also gave a presentation on The Great Pacific Garbage Patch, after Mrs. Reed's enlightening information session.

Student Trustee: No Student Trustee report

VI. ANNOUNCEMENTS /UPCOMING MEETINGS AND EVENT

General Assembly will be on May 1-3, 2015 in Ontario. Will need to meet at the school by 8 am

May 15, 2015 Region VI will be held at AVC

VII. ADJOURNMENT

Dolores Avendano moved to adjourn the meeting at 10:34 am, Mara Javines seconded. No Objections. The meeting was adjourned at 10:34 am