

**Antelope Valley College  
Associated Student Organization  
Executive Council I Meeting Minutes  
3041 West Avenue K, Lancaster, CA 93536  
Friday, December 22, 2015  
SSV-184, 8:30**

**NOTICE IS HEREBY GIVEN that the Executive Council of the Antelope Valley College will meet on December 22, 2015. Public Testimony will be invited in conjunction with the discussion on each item. All ASO meetings are held in locations that are wheelchair accessible. For more information please contact Associated Student Organization 661-722-6300 ext 6160.**

**I. ORGANIZATIONAL ITEMS**

- 1.1 Call to Order- 8:42 am by Deshanna Bradford
- 1.2 Pledge of Allegiance was led by Angelyn Ancheta
- 1.3 Roll Call
  - President- Shawn Smith- Absent [not eligible]
  - VP of Academic Affairs- Mara Javines- Present [[not eligible]
  - VP of Student Services- Deshanna Bradford- Present
  - VP of Club Affairs- Noemi Bustamante-Present
  - VP of Palmdale Campus- Angelyn Ancheta- Present
  - Executive Director of Public Relations- Brenda Solis- Present
  - Executive Director of Special Programs- Christopher Turner- Present
  - Treasurer- Rya Turner- Present
  - Secretary- Arezu Taghizadeh- Present
  - Senator of Counseling and Matriculation- Gabriel Roper- Present [Proxy Tilini Wijeratne]
  - Senator of Enrollment Services- Roxanna Vasquez- Absent
  - Senator of Student Life and Services- Jim Morales- Present
  - Senator #1- VACANT
  - Senator #2- VACANT
  - Senator #3-Roderick Mendoza- Present
  - Senator #4- Alex Nelms- Absent
  - Senator #5- Hanna Spellmeyer- Absent [not eligible]

Membership is 12, Quorum is 7, 10 were present, Quorum is established.

Student Trustee- Kimbiry Dolatowski - Absent  
Guests: Tilini Wijeratne

- 1.4 Adoption of the Agenda
  - Chris Turner moved to approve the agenda for December 22, 2015, Brenda Solis seconded.
  - Motion passed. With no objection
- 1.5 Approval of the Minutes from December 11, 2015
  - Chris Turner moved to table minutes until next ASO meeting, Rya Turner seconded. Motion passed.
- 1.6 Financial Report-No report

**II. PUBLIC FORUM**

This time is reserved for members of the public to directly address the Executive Council on any item not already appearing on this agenda. A limit of five (5) minutes per speaker shall be enforced. There shall be a limit of fifteen (15) minutes per topic.

- Shawn Smith- addressed the Executive Council on personal matters.
- Mara Javines- Apologized for issues being brought up with eligibility and will be rectified by January to be able to serve in the capacity needed for ASO Leadership.
- Chris Turner-encouraged everyone to focus on self and family and enjoy the holiday season
- Dr. Zimmerman- this has been a very stressful semester. ASO is a team and we have the support to help where we can. Take this time for growing and balance life and school.
- Noemi Bustamante- AVC Counseling asked for ASO support by means of donations, volunteers or just bringing awareness. More information will be give at next meeting regarding details of the event. The event will be held March 9, 2016.
- Deshana Bradford – encouraged ASO to think about Welcome Week.

### III. STANDING BUSINESS

#### 3.1 ASO Appointments

*The ASO Executive Council will consider and potentially take action on any ASO appointments.*

- Applicant Michelle Montalban for a Senator position-Absent.
- Applicant Christopher Turner for Vice President of Academic Affairs -Tabled
- Applicant Alexander Nelms for Executive Director of Special Programs-Absent

Chair tabled ASO appointments.

#### 3.2 SSCCC and Region VI Update

*The ASO Executive Council will receive updated information regarding the SSCCC and Region VI.*

-Shawn Smith: Nicholas Steil has removed himself as chair to take position External Affairs within Region VI. Shawn will be taking Region VI Chair temporarily. If anyone is interested in the position as vice-chair, bring it up at the next Region VI meeting January 15, 2016

January 15, 2015 will be hosted at AVC.

Angelyn will be holding legislative training on campus same date as the region meeting.

#### 3.3 ASO Grants

*The ASO Executive Council will consider and potentially take action on any, and all grants brought forward to the Executive Council.*

None

#### 3.4 ASO Events

*The ASO Executive Council will consider and potentially take action on any upcoming ASO sponsored events.*

- Dress for Success-

Chris Turner unable to meet with chair due to the holiday. No plans as of yet.

- Candy Cane Lane (Winter Coat Drive & Pantry Food Drive)-

Dr. Zimmerman will call president Knudson and find out where we stand.

- Region VI January Meeting (Budget Request)-

Mara Javines stated Kimbirly requested up to \$200 for food. Noemi Bustmante moved to approve an up to budget of \$200 for catering at the Region VI meeting from student representation fee and approval of Region VI meeting to be held at AVC on January 15, 2016, Brenda Solis seconded.

Noemi Bustamante- YAY

Angelyn Ancheta- YAY

Brenda Solis- YAY  
Christopher Turner- YAY  
Rya Turner- YAY  
Arezu Taghizadeh- YAY  
Tilini Wijeratne - YAY  
Jim Morales- YAY  
Roderick Mendoza- YAY  
9/0/0 Motion passed unanimously

- Spring 2016 ICC Club Rush (Budget Request)  
Noemi Bustamante moved to approve an up to budget of \$500 from ASO Events for Spring 2016 Club Rush, Chris Turner seconded.  
Noemi Bustamante- YAY  
Angelyn Ancheta- YAY  
Brenda Solis- YAY  
Christopher Turner- YAY  
Rya Turner- YAY  
Arezu Taghizadeh- YAY  
Tilini Wijeratne - YAY  
Jim Morales- YAY  
Roderick Mendoza- YAY  
9/0/0 Motion passed unanimously
  
- Welcome Week  
Noemi Bustamante moved to create ad-hoc committee to plan this, Chris Turner seconded.  
Deshanna Bradford-chair and Noemi Bustamante-co-chair  
Brenda Solis, Roderick Mendoza and Jim Morales as members.  
Motion passed unanimously
  
- Advocacy Committee  
Angelyn Ancheta-Co-Chair, Chris Turner-Co-chair  
Jim Morales-member
  
- Sustainability- Deshanna Bradford-Co-chair, Rya Turner-co-chair- Dr. Zimmerman advised there will be a meeting February 24, 2016 to talk about sustainability on campus and the Educational Master Plan team.

#### IV. UNFINISHED BUSINESS

- 4.1 General Assembly Resolutions Summary, and After Action Review  
*The ASO will bear a summarized report about the Fall 2015 General Assembly Resolution Sessions, and consider action to be taken by the ASO in implementing these SSCCC adopted resolutions at AVC. Furthermore, the council will have a roundtable discussion about the pros, cons, and what can potentially be improved at future General Assemblies.*  
Joshuaeree report-tabled.  
Chris Turner moved to table report. Noemi Bustamante will assist Joshuaeree in organizing along with Roderick Mendoza, Brenda Solis and Angelyn Ancheta.

#### V. NEW BUSINESS

- 5.1 ASO Planning Retreat  
*The ASO Executive Council will discuss the logistics and content for the ASO Planning Retreat to take place in January.*

Chris Turner moved to have planning retreat 01/29/16, from 9am-1pm, with budget up to \$500 from reserve line item, Noemi Bustamante seconded.

Planning committee: Rya Turner-chair. Membership for committee: Dr. Zimmerman, Brenda Solis, Jim Morales, Mara Javines.

5.2 Executive Council Member Duties

*The ASO Executive Council will discuss their respective duties for the remainder of the term.*

Tabled until the planning retreat.

5.3 ASO Apparel

*The ASO Executive Council will consider taking action on ASO representative apparel.*

Rya Turner-already researched different sweater styles and will be bring back to January 15 meeting.

Mara Javines- have the same sweaters to be uniform, and maybe some polo shirts. Discussed having name tags or badges with cost only being about \$3-7 per badge.

## VI. REPORTS

### 6.1 ASO Internal Committee Reports

#### **Auxiliary**

The purpose is to provide feedback and make recommendation to improve customer service at the Marauder bookstore, campus food services and Performing Arts Theater. Committee members will help advise and be active in fundraising opportunities, possible cost-effective and affordable performances, and connecting the local community with the college by creating awareness of events. The committee will brainstorming ideas to continually evaluate, promote and ensure the best possible customer experience.

#### **Top challenges:**

Expanding PAT performances to include more community events

Creating revenue-generating activities in the PAT, that offsets all costs and provides and income stream

Maximizing revenue at the bookstore

Finding creative solutions to food services on campus

#### **2015-2016 Focus:**

1. Expanding PAT performances to include more community events  
Creating revenue-generating activities in the PAT, that offsets all costs and provides and income stream
2. Reviewed current performances and those that were new versus recurring. Chester commented that some of the new performances have signed on for future performances. Ms. Shaunda Edwards asked Chester what keeps people coming back. Chester stated it was his staff, their attention to detail and that people leave feeling like family. The need for a slogan was identified expressing the culture of our PAT. Chester will bring back some suggestions at the next meeting.
3. There was discussion regarding grant opportunities and integrating with local high schools. Chester has had several tours of the PAT with high schools and is moving in that direction. The tours are an hour and 45 minutes long. There was also discussion regarding the value that that PAT has versus the community options. It is low cost for the quality of venue. There was discussion regarding the need to get business sponsorship of the AVC PAT.

4. Liz Diachun could not attend; however several ideas were discussed relating to external marketing. The schedule is produced in October for the next fiscal year. There is a need to develop a marketing plan for the PAT. A SWOT has already been conducted and will be included in the marketing plan. An idea regarding a virtual tour of the PAT, pictures/slices of past performances and providing an incentive for promotion on social media.

### **Foundation**

Title V update  
Scholarship review  
Budget analysis

### **Student Health Center Task Force Update**

After speaking with President Knudson at the last College Coordinating Council meeting, many questions were answered including: where the Student Health Services fee goes, roughly how much is in the account, who to contact about finding out how much is spent and where we can get all pertinent information for the exact numbers; and finally, who is responsible for the blueprint plans for this project, as well as the expenses for the construction company to draw them up back in 2012--all in hopes for developing a Student Health Center on campus in the APL Building.

All of the Student Health Services fees are collected and put into an account specifically for AVC Student Health Services, and is managed by Dr. Vines' office. Dr. Vines' office is also currently reaching out to CSUB and looking in partnering with their college in using their Student Health Center in cooperation with Antelope Valley College.

The plan stated by President Knudson is either, partner with CSUB in using their Student Health Center or to outsource our medical needs to a local clinic, for all Student Health Services at Antelope Valley College.

All financial information regarding Student Health Services is available to the ASO; however, we will have to reach out to Dr. Vines and his office to get the exact numbers for income and expenses for Student Health Services at AVC. The task force will have to reach out to Dr. Vines' office to get this information, soon. Plans with cooperating with CSUB may move quicker than expected.

The Student Health Services Fee also goes to promote programs pertaining to Student Health at AVC, and the salary of the Student Health Services staff. The amount of three to four million dollars initially speculated in this account is actually less than a million, probably closer to around five to six hundred thousand dollars. It might also be in the best interest of the ASO to audit this account for any discrepancies, possibly through a third party.

When asked about making an appointment with the Care-A-Van during the month of December, and the Care-A-Van is overbooked until January, while trying to make this appointment during the second week of November, President Knudson's response was to notify Dr. Vines and Dr. Zimmerman about this issue, and request that the Care-A-Van have more days scheduled at Antelope Valley College in the future.

The initial plans for the Student Health Center was for it to be built in Fall 2012, and the blueprint development process was initiated by Dr. Jill Zimmerman who initiated the construction company to draw up the blueprints and paid the expense out of the Student Health Services account for these blueprints to be created the question now is where are

these plans? And where is the Student Health Center that was approved by the Board of Trustees to be built in the fall of 2012?

Feb 24 – Sustainability meeting for the Educational Master Plan team will be discussed at the subcommittee.

6.2 Shared Governance Reports  
None

6.3 MAPS Report  
Chris Turner said MAPS reported a good end of semester and gave awards to their mentors and mentees for an excellent job.

6.4 Hearts and Hands Pantry Report  
Chris Turner announced the AV Mall Hot Chocolate sales along with all the coins donated from the AV Mall fountain totaled to \$649. A thank you note will be sent to AV Mall. AV Mall likes the program and what it stands for and would like to be more involved with us.

6.5 Advisor's Report  
Happy Holidays and take a break and decompress from this past semester. Dr. Zimmerman will return in January. Text Dr. Zimmerman if we need her. Dr. Zimmerman will be helping to get things more structured and was asked to go to Kern County leadership retreat.

6.6 Executive Board Reports-

- Deshanna Bradford-report as VP student Services will be getting in touch with Dr. Vine's secretary to schedule standing meetings every month. There have been issues brought to her attention with certain hygiene products not being available to students as well as not having aspirin.
- ICC- Planning have a more collaborative semester with all the clubs with a working committee of students interested in bringing more club events on campus.
- Chris Turner-take care of yourself and family. If you need anything, the support of himself and his wife are available.
- Dr. Zimmerman expressed same support to all ASO students.

6.7 Senator Division or Department Reports  
None

6.8 Student Trustee's Report  
None

## VII. COMMUNICATIONS FROM THE FLOOR

This time is reserved for any ASO Executive Council Member to make announcements on items not appearing on the agenda; or, bring forward information for general discussion. A time limit of two (2) minutes per speaker shall be observed and the total time limit for this item shall not be extended. No action will be taken.

- Angelyn Ancheta-Asked if Palmdale Center just received a new paint job, if still will be moved to location. Dr. Zimmerman confirmed yes, the Palmdale location will still be moved to another facility to allow for more students and services. Dr. Zimmerman advised she would try to see if ASO can receive a tour of the new facility.
- Chris Turner- Don't drink and drive. He will be designated driver and so will Dr. Zimmerman.

VIII. ADJOURNMENT  
Adjourned at 10:18 a.m.

**Next Scheduled ASO Meeting: 15 Jan 2016, 8:30 AM**