Associated Student Government of Mission College
Student Senate Approved Meeting Minutes

Monday, December 16, 2013
Campus Center Room 215
11:00 AM

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1. **Call to Order: The meeting was called to order by President Luan Tran at 11:07am.**
2. **Roll Call**

Name, *Position*	**P**	**A**	**Name, *Position***	**P**	**A**
Luan Tran, *President*	x		Adrianna Allen, *Senator*	x	
Mercedes Herr, *Vice President*		x	Vu Le, *Senator*	x	
Nelson Pham, *Student Trustee*		x	David Medina, *Senator*	x	
Dale Petersen, *Dir. of Finance*	x		Luis Estrada, *Senator*	x	
Natalie Nguyen, *Dir. of Activities*	x				
Vacant, *Dir. of Recruitment*					
Verenice Rojas, *Dir. of Marketing*	x				

3. **Approvals**

3.1 Agenda – Review of the December 16, 2013 agenda
Item 6.1: Strike $13,000 to $12,000 from ASG Budget and strike $1,000 from Legal Advice
Assigned the following times for each item:
7 minutes – item 6.3, 6.5, and 6.6, 10 minutes – item 6.2 and 6.4, 15 minutes – item 6.1

3.2 Minutes – Approval of November 20, 2013 minutes
There were no changes to the November 20, 2013 minutes - President Luan Tran motioned and it was passed unanimously.

4. **Oral Communication from the Public**

Penny discussed about the Campus Center rooms rental. Recently, the Campus Center has been renting out rooms for groups to hold their events on special occasions. St. Mary's College is now requesting to rent room 219/220 to hold a class on Tuesdays and Thursdays. This will be an opportunity to bring in revenue; however, Penny expressed her concerns since the Campus Center is a student building and not meant to reserve rooms for instructional purposes. If the Campus Center is opened to everyone, there is a chance of damage and loss of the building for student activities and clubs.

5. **Presentations –** No presentations

6. **New Business**

President Luan Tran passed the gavel to Director of Finance, Dale Petersen, at 11:19am

6.1 **<u>Approval of ASG Office Refurnishing Budget</u>** **(A)**

Requesting funds of ~~$13,000~~ $12,000 from ASG budget; includes $2,800 from Activities Club Account (inactive club budget), $3,000 from Contract Services, $2,000 from Program Support, $4,000 from Travel Conferences~~, $1,000 from Legal Advice~~, and $200 from Printing in order to refurnish ASG Office.

Submitted by Luan Tran

Motion to discuss approval of ASG Office refurnishing budget, funds of $12,000 from ASG budget; includes $2,800 from Activities Club Account (inactive club budget),

$3,000 from Contract Services, $2,000 from Program Support, $4,000 from Travel Conferences, and $200 from Printing (Tran/Rojas).

The gavel was returned to President Luan Tran at 11:36am

6.2 **Approval of Funds for Renovation of Club Room** **(A)**

Requesting funds up to $7,000 from the club activities account to purchase new furniture for the Campus Center Club Room.

Submitted by Rachael Goldberg

Motion to discuss approval of funds for club room renovation, funds up to $7,000 from the club activities account to purchase new furniture for the Campus Center Club Room (Allen/Rojas).

6.3 **Pool Table Purchase** **(A)**

Requesting approval to purchase a pool table for Campus Center Game Room and funds of $1,695 from the appropriate account.

Submitted by Adrianna Allen

Motion to approve purchase of a pool table for Campus Center Game Room and funds of $1,695 from the appropriate account (Allen/Nguyen) passed 7-0-0.

6.4 **Spring 2014 Activities Funding** **(A)**

Requesting up to $4,000 from the appropriate account for Spring Activities.

Submitted by Natalie Nguyen

Motion to discuss Spring 2014 Activities funding, funds up to $4,000 from the appropriate account (Nguyen/Allen).

6.5 **Responsibility and Use of Gaffers Tape** **(A)**

Recently the gaffers tape was used on the sandwich boards holding up the Kwanzaa posters on the sandwich boards. Is new terminology needed to distinguish between posters hanging and posters that fit on sandwich boards? Suggestion: Banner posters are for hanging from buildings and sandwich posters are for the sandwich boards.

Submitted by Dale Petersen

Motion to discuss responsibility and use of gaffers tape (Petersen/Rojas).

6.6 **Training for the Use of Gaffers Tape** **(I)**

Does ASG need to have training of the proper use of gaffers tape?

Submitted by Dale Petersen

Motion to discuss training for the use of gaffers tape (Petersen/Allen).

8. Reports

8.1 President – Luan thanked everyone for coming and announced the next President of Mission College will be Daniel Peck.

8.2 Vice President – Absent

8.3 Student Trustee – Absent

8.4 Director of Finance – No report

8.5 Director of Recruitment – Vacant

8.6 Director of Activities – Natalie reported she finished planning Welcome Week and will be holding 2 sessions each day. She will need volunteers to help her set up. Wednesday of that week will be the grand opening of the newly renovated Campus Center.

8.7 Director of Marketing- Verenice reported her goals for Spring 2014 is to work with the Marketing Department to announce the new building and to reach out and recruit high school students. She will also be working on a Powerpoint presentation for Mission College and Mission College ASG to engage students.

8.8 Senator- Adrianna reported the painting for the Game Room and Club Room is going well.

8.9 Advisor- Rachael requested the Senate to meet or email her with feedback on how she is doing as an advisor and how she has helped. She also discussed the workshops that will be held during the Winter 2014 Retreat.

8.10 Committees Report

ASG Committee Reports:

Activities Committee – Nguyen
ASG ICC (Inter Club Council) – Herr
Recruitment Committee –
Finance Committee – Petersen
Marketing Committee - Rojas

College Wide Committee Reports:

Academic Directions –
Academic Senate – Medina/Le
College Budget Advisory Committee – Petersen
Commencement Committee –
District Portal Implementation Committee –
Facilities/Safety Committee – Allen
Governance & Planning Council (GAP) – Tran
Grants Committee –
Institutional Effectiveness Committee – Petersen
Marketing Committee –
Student Services Council – There will be a meeting on January 13, 2014 from 10am-12pm in room 219/220.
Establishments /Appointments/Dismissal –

9. **Announcement-** Luan requested to please come to tomorrow's meeting!

10. Adjournment: The meeting was adjourned at 12:15pm.