



ASSOCIATED STUDENTS

PASADENA CITY COLLEGE

Associated Students of Pasadena City College
Executive Board
Minutes

Online
<https://youtu.be/T4z0kEkME4o>
Wednesday, September 16th, 2020 | 12 PM

NOTICE IS HEREBY GIVEN that the Associated Students of Pasadena City College Executive Board will hold a meeting as specified above. The Executive Board reserves the right to modify the orders of the day at any time during the meeting. No topics or items will be added to this agenda, except as allowed by the Ralph M. Brown Act.

Pursuant to Government Code §54950-54964: Members of the public are invited to speak concerning any item of business on this agenda prior to or during the Board's discussion of the item, and always prior to the Board taking action on the item. For matters not listed on this agenda but under the Board's jurisdiction, members of the public are invited to address the Board during Public Comment. **The Brown Act does not permit any action to be taken, nor extended discussion of any topic not on the agenda.** Please limit comments to no more than 3 minutes. Overall public comment time will be limited to 30 minutes per item.

ASPPC Executive Board

President	Mackenzie Rivera	Vice President for Public Relations	VACANT
Executive Vice President	Christopher Theung	Vice President for External Affairs	Kelly Li
Vice President for Academic Affairs	Christina Zhang	Vice President of Sustainability	Emmanuel Gomez
Vice President for Student Services	Louise Panaligan	Chief Justice	Kyle Schmidt
Vice President for Business Affairs	VACANT	Student Trustee	David Ramirez
Vice President for Campus Activity	Alex Quintanar		
Vice President for Student Equity	Jasmin Lopez	Secretary	Frances Guzman

I. Preliminary Items

- A. Acknowledgment of Native Land - Hahamog'na Tribe of the Tongva Nation
- B. Called to Order at 12:05pm, Roll Call, and Establishment of Quorum
 - Present: **M. Rivera, C. Theung, C. Zhang, L. Panaligan, A. Quintanar, J. Lopez, K. Li, E. Gomez, K. Schmidt, D. Ramirez**
 - Excused: **F. Guzman**
- C. Approval of Agenda for September 16th, 2020
 - First: **D. Ramirez**, Second: **K. Schmidt**, Aye: **M. Rivera, C. Theung, C. Zhang, L. Panaligan, A. Quintanar, J. Lopez, K. Li, E. Gomez, K. Schmidt, D. Ramirez**
- D. Approval of Minutes for September 9th, 2020
 - Moved approval with noted changes of correcting page numbers

- First: **K. Schmidt**, Second: **L. Panaligan**, Aye: **M. Rivera, C. Theung, C. Zhang, L. Panaligan, A. Quintanar, J. Lopez, K. Li, E. Gomez, K. Schmidt, D. Ramirez**

II. Public Comment on Non-Agenda Items

III. Introductions and Reports

- A. Board Report**
- B. Financial Report**
- C. Adviser Report**

IV. Shared Governance Discussion

V. Action Items

Formal Action by the Executive Board **may be taken** on any of the following agenda sub-items under item IV.

A. Business Affairs Amendment

K. Schmidt

It is recommended that the Executive Board members approve the Business Affairs Amendment.

- Wording changed from previous document, now reads:
 - “The Vice President of Business Affairs, as an additional requirement, shall have completed a financial accounting course at this college or equivalent at another accredited college with a grade of C or higher by date of their candidacy or appointment. Skills learned must included but are not limited to:”
 - Understanding basic accounting terminology
 - The ability to understand and compile financial statements
 - The use of spreadsheet softwares to compile financial data
- Change to Article 2, Section 1, Clause 3
- No action taken

B. Lobby Fee Fund Bylaws

K. Schmidt

It is recommended that the Executive Board members approve the Lobby Fee Fund Bylaws.

- Last amended 1996
- Made more “time relevant”
 - Policies
 - Procedures
 - Lobby Fee Collection
 - Lobby Fee Income Control and Maintenance
 - Lobby Fee Income Governance
 - Lobby Fee Income Budgeting, Allocation, and Expenditures
- First: **K. Schmidt**, Second: **C. Zhang**, Aye: **M. Rivera, C. Theung, C. Zhang, L. Panaligan, A. Quintanar, J. Lopez, K. Li, E. Gomez, K. Schmidt, D. Ramirez**

C. Mission Statement

D. Ramirez

It is recommended that the Executive Board members approve the Mission Statement.

- “We, the Associated Students of Pasadena City College, commit ourselves only to you, the student. We commit to working with other constituent groups to foster a campus culture that is anti-racist and equity-minded, to advocate for holistic engagement, and the inclusion of the student voice in all levels of college governance. Further, we commit to prioritize accessibility: to be a visible presence and support system in your journey through higher education at PCC.”
- First: **D. Ramirez**, Second: **J. Lopez**, Aye: **M. Rivera, C. Theung, C. Zhang, L. Panaligan, A. Quintanar, J. Lopez, K. Li, E. Gomez, K. Schmidt, D. Ramirez**

VI. Discussion Items

No action will be taken by the Executive Board on any of the following items under agenda item VI.

A. Data for COVID and Students

| **L. Panaligan**

It is recommended that the Executive Board members discuss the Data for COVID and Students.

- Data shared from student survey on COVID
 - Converting letter grade to Pass/No Pass
 - Access to technology for remote instruction
 - Remote access to learning resources
 - Remote access to student resources
 - Remote access to student programs and centers
 - Remote access to financial aid or registration
 - Communication from campus and instructors
 - Concern about COVID-19 impacts
 - Classes
 - Remote Classes
 - Live Classes
 - Recorded Classes
- Gap with students not knowing and not being able to access resources
- Survey results may have changed since this survey was taken at the beginning of the pandemic

B. Invited Guests

| **M. Rivera**

It is recommended that the Executive Board members discuss the Invited Guests.

- No discussion

C. AS Training

| **M. Rivera**

It is recommended that the Executive Board members discuss the AS Training.

- No discussion

VII. Appointment to College Wide Committees

- Appointed **C. Zhang** to the Hiring Committee of the Assistant Superintendent/Vice President of Instruction with **A. Quintanar** and **K. Schmidt** as alternates
- Appointed **E. Gomez** to the Sustainability Committee

VIII. Appointment to A.S. Committees

IX. Bill Acceptance

X. Public Comment on Non-Agenda Items

XI. Announcements

- Final order being placed for AS Tech necessities
- Student interested in Business Affairs Committee

XII. Future Meeting Dates and Times

Date	Location	Agenda Items Due By
September 23, 2020	Online	September 17th, 2020 11:59PM

XIII. Adjournment

On the motion of **M. Rivera**, first by **J. Lopez** and seconded by **C. Theung** at 1:42PM.

- Aye: **M. Rivera, C. Theung, C. Zhang, L. Panaligan, A. Quintanar, J. Lopez, K. Li, E. Gomez, K. Schmidt, D. Ramirez**