



# ASSOCIATED STUDENTS

OF PASADENA CITY COLLEGE

## Associated Students of Pasadena City College Executive Board Regular Meeting Agenda

CC-212, Campus Center, Pasadena City College  
1570 E. Colorado Blvd., Pasadena, CA 91106  
Wednesday, December 7<sup>th</sup>, 2016 | 12PM

**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.

### Executive Board Officers

President	Julia Russo	Vice President for Public Relations	Sam Salomon
Executive Vice President	Alexis Rivera	Vice President for External Affairs	Dean Wyrzykowski
Vice President for Academic Affairs	Kelly Banh	Vice President for Sustainability	Natalie Batista
Vice President for Student Services	Phoebe Fang	Chief Justice	Gohar Tahmizian
Vice President for Business Affairs	Jasmeet Dhillon	Student Trustee	Nune Garipian
Vice President for Campus Activities	Norman Lambert		
Vice President for Cultural Diversity	Kiely Lam	Secretary	Andrea Ng

## I Preliminary Items

- A. Call to Order, Roll Call, and Establishment of Quorum
- B. Adoption of the Agenda for December 7<sup>th</sup>, 2016
- C. Approval for the minutes from November 30<sup>th</sup>, 2016

## II Public Comment on Non-Agenda Items

## III Introductions and Reports

*Written reports, if any, may be found under board packet item D.*

- D. Executive Board Members
- E. Advisor
- F. Shared Governance
- G. Financial – *action may be taken to receive and adopt any actionable report of the Finance Committee.*

#### **IV Action Items**

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

**H. Budget Ratification for Business Career Forum | J. Dhillon**

*It is recommended that the Executive Board ratifies the budget for the Business Career Forum not to exceed \$950.00, coming out of the Finance Committee Budget.*

**I. Associated Students Scholarships | K. Banh**

*It is recommended that the Associated Students approve 4 scholarships not to exceed the amount of \$1,500 coming from the Vice President of Academic Affairs budget.*

**J. A.S. Winter Retreat | J. Russo**

*It is recommended that the Executive Board discusses and approves a date for the A.S. Winter Retreat.*

#### **V Discussion Items**

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

**K. Standing Meetings | J. Russo**

*It is recommended that the Executive Board participates in a discussion regarding standing meetings.*

**L. Minutes | J. Russo**

*It is recommended that the Executive Board participates in a discussion regarding minutes.*

#### **VI Standing Business**

**M. Appointment to College-Wide Committees**

**N. Appointment to A.S. Committees**

**O. Bill Acceptance**

#### **VII Public Comment on Non-Agenda Items**

#### **VIII Announcements**

#### **IX Future Meeting Dates and Times**

**Date**

December 14<sup>th</sup>, 2016

**Location**

CC-212

**Agenda Items Due By**

December 9<sup>th</sup>, 2016| 11AM

#### **X Adjournment**



# ASSOCIATED STUDENTS

OF PASADENA CITY COLLEGE

## Associated Students of Pasadena City College Executive Board

CC-212, Campus Center, Pasadena City College  
1570 E. Colorado Blvd., Pasadena, CA 91106

Regular Meeting Minutes

Wednesday, November 30<sup>th</sup>, 2016 | 12PM

These Minutes of the ASPCC Executive Board were approved on DATE. The Advisor Present was Dean Rebecca Cobb.

### Executive Board Officers

President	Julia Russo	Vice President for Public Relations	Sam Salomon
Executive Vice President	Alexis Rivera	Vice President for External Affairs	Dean Wyrzykowski
Vice President for Academic Affairs	Kelly Banh	Vice President for Sustainability	Natalie Batista
Vice President for Student Services	Phoebe Fang	Chief Justice	Gohar Tahmizian
Vice President for Business Affairs	Jasmeet Dhillon	Student Trustee	Nune Garipian
Vice President for Campus Activities	Norman Lambert		
Vice President for Cultural Diversity	Kiely Lam	Secretary	Andrea Ng

### I Preliminary Items

#### A. Call to Order, Roll Call, and Establishment of Quorum

The Executive Board was called to order by **J. Russo** at **12:02 PM**. Quorum was established.

**G. Tahmizian and J. Dhillon were absent.**

#### B. Adoption of the Agenda for November 30<sup>th</sup>, 2016

**MOTION:** ON THE MOTION OF **P. Fang**, seconded by **A. Rivera** the Executive Board approved the agenda with the mentioned changes.

#### C. Approval of the minutes from November 23<sup>rd</sup>, 2016

**MOTION:** ON THE MOTION OF **P. Fang**, seconded by **N. Batista** the Executive Board voted to approve the minutes.

### II Public Comment on Non-Agenda Items

### III Introductions and Reports

*Written reports, if any, may be found under board packet item D.*

#### D. Executive Board Members

**Julia Russo:**

Had a discussion with Dr. Vurdien regarding OER. Will provide more details in upcoming meetings. Regarding the calendar for 2017-18, there is a fourth calendar that the board can recommend. Lynora Rogacs will

be attending the meeting today to speak about Accreditation. Received an email from Crystal Kollross about recommendations regarding student role in shared governance.

**Kelly Banh:** She will be having a committee meeting this Friday to go over last minute details of Suggestion Week.

**Alexis Rivera:** No Reports

**Phoebe Fang:** Received final invoice for Finals Relaxation Week and Holiday Angels. Will be attending bookstore meeting tomorrow.

**Jasmeet Dhillon:** **ABSENT**

**Kiely Lam:** Will be holding the first Cross Cultural Council meeting tonight.

**Natalie Batista:** No Reports

**Nune Garipian:** Planning for Suggestion Week is going well. It will start next Monday, December 5<sup>th</sup>, 2016. There will be a board of trustees meeting tonight.

**Dean Wyrzykowski:** Lobby Committee will still be meeting during Winter Intersession.

**Sam Salomon:** A.S. will be hosting Coffee Nights tomorrow night, Dec 1<sup>st</sup> 2016, from 5pm to 7pm. Collaborating with Nune on flyers for Suggestion Week.

**Norman Lambert:** No Reports

**Gohar Tahmizian:** **ABSENT**

**E. Advisor**

**Dean Rebecca Cobb**

- Attended meeting yesterday where they spoke about upgrading the student portal. Information sessions will start soon and they will need student input regarding what to improve on.
- In discussion about how PCC can implement a law that addresses homeless people using showers on campus.
- Great job to everyone that has been attending shared governance committees. Keep it up, your input is valued!

**Carrie Afuso**

- **ABSENT**

**F. Shared Governance**

**G. Financial**

**J. Dhillon** was absent.

**J. Russo motioned to move Agenda Item L to Item H and Item H to Item I.**

**MOTION:** ON THE MOTION OF K. Lam, second by P. Fang *the Executive Board approves to move Agenda Item L to Item H and Item H to Item I.*

AYE - J. Russo, K. Banh, P. Fang, A. Rivera, K. Lam, N. Batista,  
S. Salomon, N. Lambert, D. Wyrzykowski, N. Garipian

NO - NONE

**Advisory votes:**

AYE – N. Garipian

**The motion has passed due to unanimous vote.**

**IV Discussion Items**

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

**H. Accreditation Committee with Lynora Rogacs | J. Russo**

*It is recommended that the Executive Board participates in a discussion in regards of the Accreditation Committee with Lynora Rogacs.*

**Lynora Rogacs** spoke to the board about the Accreditation Committee.

**V Action Items**

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

**I. Metro U-Pass | J. Russo**

*It is recommended that the Executive Board discuss and take action regarding PCC continuing Metro U-Pass for Spring 2017.*

**Dean Cobb** updated the board about Metro U-Pass.

**MOTION:** ON THE MOTION OF N. Garipian, second by S. Salomon *the Executive Board discussed and approves PCC continuing Metro U-Pass for Spring 2017.*

AYE - J. Russo, K. Banh, P. Fang, A. Rivera, K. Lam, N. Batista,  
S. Salomon, N. Lambert, D. Wyrzykowski, N. Garipian

NO - NONE

**Advisory votes:**

AYE – N. Garipian

**The motion has passed due to unanimous vote.**

**J. 2017-18 Calendar | J. Russo**

*It is recommended that the Executive Board discuss and approve a recommendation for the 2017-18 Calendar.*

**J. Russo** informed the board on options available for the 2017-18 Calendar.

**MOTION:**     **ON THE MOTION OF N. Garipian, second by K. Lam** *the Executive Board recommends the 2017-18 calendar choice with a 5-week Winter Intersession starting from January 8<sup>th</sup>, 2018 and ending February 9<sup>th</sup>, 2018.*

AYE -   K. Banh, P. Fang, A. Rivera, K. Lam, N. Batista,  
          S. Salomon, N. Lambert, D. Wyrzykowski, N. Garipian

NO -     NONE

ABSTENTION – J. Russo

**Advisory votes:**

AYE – N. Garipian

**The motion has passed with 8 AYES, 0 NOs and 1 ABSTENTION.**

**K.     Winter A.S. Meetings Schedule**

**| J. Russo**

*It is recommended that the Executive Board discuss and take action regarding establishing a schedule for A.S. meetings during Winter.*

**J. Russo** spoke to the board about establishing a schedule for A.S. meetings during Winter.

**MOTION:**     **ON THE MOTION OF K. Lam, second by A. Rivera** *the Executive Board approves the Winter schedule for the executive board to be from 9:00am to 10:00am on January 13<sup>th</sup>, January 27<sup>th</sup> and February 10<sup>th</sup>.*

AYE -   J. Russo, K. Banh, P. Fang, A. Rivera, K. Lam, N. Batista,  
          S. Salomon, N. Lambert, D. Wyrzykowski, N. Garipian

NO -     NONE

**Advisory votes:**

AYE – N. Garipian

**The motion has passed due to unanimous vote.**

**L.     Student Support Resolution**

**| K. Lam**

*It is recommended that the Executive Board discuss and take action regarding A.S. support of marginalized students on campus.*

**K. Lam** spoke to the board regarding A.S. support of marginalized students on campus.

**MOTION:**     **ON THE MOTION OF K. Lam, second by N. Batista** *the Executive Board approved the Student Support Resolution with the noted changes.*

AYE -   K. Banh, P. Fang, A. Rivera, K. Lam, N. Batista,

S. Salomon, N. Lambert, D. Wyrzykowski, N. Garipian

NO - NONE

**Advisory votes:**

AYE – N. Garipian

**The motion has passed due to unanimous vote.**

**VI Standing Business**

**P. Appointment to College-Wide Committees**

**Q. Appointment to A.S. Committees**

**R. Bill Acceptance**

**VII Public Comment on Non-Agenda Items**

**VIII Announcements**

**S. Salomon** announced that the A.S. group photo session has been moved to winter intersession.

**IX Future Meeting Dates and Times**

<b>Date</b>	<b>Location</b>	<b>Agenda Items Due By</b>
December 7 <sup>th</sup> , 2016	CC-212	December 2 <sup>nd</sup> , 2016  11AM

**X Adjournment**

**MOTION:** **ON THE MOTION OF K. Banh** seconded by **K. Lam** the Executive Board voted to adjourn the meeting at **1:26 PM**.



Board Agenda Item H: Budget Ratification for Business Career Forum  
Date: December 7th, 2016

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Recommendation: It is recommended that the Executive Board ratifies the budget for the Business Career Forum not to exceed \$950.00, coming out of the Finance Committee Budget.

Business Career Forum 2016  
November 30<sup>th</sup> 2016

	Cost
Food	\$600
Water	\$100
Supplies	\$150
Miscellaneous	\$100
<b>TOTAL:</b>	<b>\$950</b>

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Recommended by: J. Dhillon Vice President for Business Affairs, Associated Students of Pasadena City College





# ASSOCIATED STUDENTS OF PASADENA CITY COLLEGE

Board Agenda Item I : Associated Students Scholarships

Date: December 7<sup>th</sup>, 2016

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Recommendation: It is recommended that the Associated Students approve 4 scholarships not to exceed the amount of 1,500 coming from the Vice President of Academic Affairs budget.

Dates: December 16, 2016- January 20<sup>th</sup>, 2016

Costs:

Award 1	\$500.00
Award 2	\$500.00
Award 3	\$250.00
Award 4	\$250.00
Total	\$1,500

Reason: To support and further the educational goals and success of students.

Outreach: Publicity flyers and social media.

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Recommended by:

Kelly Banh

Vice President of Academic Affairs, Associated Students of Pasadena City College

# Be Involved! Scholarship

Associated Students of Pasadena City College  
Scholarship Application  
Fall 2016

## BASIC INFORMATION

Name			
Major		Lancer ID (Last 8 digits)	
Current GPA		Total Units Enrolled (Spring 2016)	
Cell #			
Email			

## CONTACT INFORMATION

How often do you check your: -	Voicemail	Text Messages	Email
Once per week or less			
Several times per week			
Once per day			
Several times per day			

Once finished, submit your completed application to the Office of Student Life in the Campus Center (CC105) **no later than January 20<sup>th</sup> at 4:30PM.**

## APPLICANT'S CERTIFICATION/PERMISSION TO RELEASE INFORMATION

I hereby certify that all information submitted on this application is true and accurate to the best of my knowledge. I certify that I have above a 2.5 GPA, that I am taking over 9 units at Pasadena City College, and that I can produce documentation if need be. By submitting this application, I authorize Pasadena City College to make available to the Finance Committee information concerning my academic records. I understand that falsification of any information on this application disqualifies me for any current or future scholarship. Submission of an application in no way guarantees that a scholarship will be awarded. Incomplete applications will not be considered.

☐ I agree to the terms and conditions. ☐ I do not agree to the terms and conditions.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SCENARIO / SHORT ESSAY QUESTION**

As a student at Pasadena City College, it is not uncommon to be involved in either a club or volunteering in some sort of organization. Briefly describe your experiences with your involvement. Are you a part of a club? Is it a non-profit organization? How long have you been doing it? How do you balance it with your schoolwork? And how do you see yourself benefitting the community of PCC district with your actions? (You may type and staple your response, no more than 500 words)

\*You may use additional paper if needed.