



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, November 23rd, 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 November 23rd, 2016
- C. Approval for the minutes from November 16th, 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. 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.
- I. 2016-17 Calendar** | **J. Russo**
It is recommended that the Executive Board discuss and approve a recommendation for the 2016-17 Calendar.
- J. 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.
- K. Holiday Coffee Night Budget** | **S. Salomon**
It is recommended that the Executive Board discuss and approve the budget for the Winter Holiday Coffee Night coming out of the Publicity budget to not exceed \$1,500.
- 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.
- M. Suggestion Week Budget** | **N. Garipian**
It is recommended that the Executive Board discuss and approve the Suggestion Week budget not to exceed \$500 coming out of the Student Trustee Budget.

V Discussion Items

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

- N. Surveys** | **D. Wyrzykowski**
It is recommended that the Executive Board discuss the creation of a student survey.
- O. CollegiateLink** | **A. Rivera**
It is recommended that the Executive Board participates in a discussion in regards of CollegiateLink.

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

IX Future Meeting Dates and Times

Date

November 30th, 2016

Location

CC-212

Agenda Items Due By

November 25th, 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 16th, 2016 | 12PM

These Minutes of the ASPCC Executive Board were approved on DATE. The Advisor Present was Carrie Afuso.

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 **12:04 PM**. Quorum was established.

A. Rivera had an excused absence.

B. Adoption of the Agenda for November 16th, 2016

Discussion Item N was struck out. Discussion Item O was tabled to next meeting on November 23rd 2016.

MOTION: ON THE MOTION OF N. Garipian, seconded by **S. Salomon** the Executive Board approved the agenda with the mentioned changes.

C. Approval of the minutes from November 9th, 2016

MOTION: ON THE MOTION OF D. Wyrzykowski, seconded by **N. Garipian** the Executive Board voted to approve the minutes with the noted changes.

II Public Comment on Non-Agenda Items

Myriam Altounji spoke to the board about Schedule Planner, a way for students to build their class schedules online. Schedule Planner allows students to include other commitments like meetings and work hours. There will be a live coaching session in the L Building to help students get used to using this tool. Sessions will start on Monday, 11/21/2016.

III Introductions and Reports

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

D. Executive Board

Julia Russo: Met with Alex Boekelheide yesterday about advertising U-PASS to students. She will be attending a meeting with Bookstore committee tomorrow regarding OER. Starting draft for the student surveys.

Kelly Banh: No Reports

Alexis Rivera: **ABSENT**

Phoebe Fang: Currently planning two events held on finals week, Holiday Angels and Finals Relaxation Week. Working with Sam on publicity and Norman on games for Holiday Angels event.

Jasmeet Dhillon: The Business Career Column on November 30th in the Circadian from 12 to 2pm. There will be speakers from the business field along with PCC professors and free Chic-fil-A. Encourages everyone to come.

Kiely Lam: Went to the special United Without Boundaries meeting last week. Working with Emily on student support. Attended EO training last night. Highly encourages everyone to start attending meetings or events like Circle of Support.

Natalie Batista: Finalized transportation for Nothin' But Sand beach cleanup. Great American Smokeout went well! Thinking about showing a documentary in the first or second week of December.

Nune Garipian: Will be meeting with Academic Affairs Committee and Art Club on Friday to discuss designing the board for Suggestion Week.

Dean Wyrzykowski: No reports

Sam Salomon: Holiday party will be held on December 1st from 5:45pm to 8:00pm. Will serve as A.S.'s turn to host Coffee Nights. There will be an ugly sweater contest.

Norman Lambert: Homecoming was great! Working with committee to plan games for the Holiday Angels event.

Gohar Tahmizian: Completed online template for club constitutions.

E. Advisor

Dean Rebecca Cobb
- **ABSENT**

Carrie Afuso

- Her and Sam met with others to have a meeting about A.S.'s web presence.
- Someone should bring up the A.S. mid-year retreat as a discussion item soon.

- It is possible that A.S. can meet biweekly during the Winter intersession.
- Had the first Circle of Support meeting last week. Highly encourages everyone to attend and inform friends about it. Circle of Support meets every Monday from 9am-11am and 4pm-6pm in the W-fi Lounge. We are not trying to fix anything. We are there to listen, be supportive and let them know that we are there for them.
- Know Your Rights workshop will be held tonight from 5pm to 7pm at the Wi-Fi Lounge.
- SafeZone Coalition: Holds training to become a Safe Zone Ally, who are people that others can go to if they feel scared or threatened. They are currently only training for the LGBTQ community and undocumented students but are looking to include others soon. Can look into providing training for A.S. on a day where everyone is available. Training is 8 hours in total.

F. Shared Governance

G. Financial

J. Dhillon reminded the board to keep within their budget and that the budget is set for the year.

IV Action Items

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

H. Holiday Angels Budget for the Student Services Committee | P. Fang

It is recommended that the Executive Board discuss and approve the Holiday Angels Budget for the Student Services Committee.

P. Fang briefed the board about the budget for the Holiday Angels event.

MOTION: ON THE MOTION OF K. Lam, second by N. Batista *the Executive Board discussed and approves the Holiday Angels Budget for the Student Services Committee.*

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

NO - NONE

Advisory votes:

AYE – G. Tahmizian, N. Garipian

The motion has passed due to unanimous vote.

I. Finals Relaxation Week Budget for the Student Services Committee | P. Fang

It is recommended that the Executive Board discuss and approve the Finals Relaxation Week Budget for the Student Services Committee.

P. Fang briefed the board about the budget for Finals Relaxation Week.

MOTION: ON THE MOTION OF D. Wyrzykowski, second by K. Lam *the Executive Board discussed and approves the Finals Relaxation Week Budget for the Student Services Committee.*

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

NO - NONE

Advisory votes:

AYE – G. Tahmizian, N. Garipian

The motion has passed due to unanimous vote.

- J. 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.
This Action Item was tabled and will be brought back as an Action Item on agenda for November 23rd, 2016 meeting.
- K. 2016-17 Calendar** | J. Russo
It is recommended that the Executive Board discuss and approve a recommendation for the 2016-17 Calendar.
This Action Item was tabled and will be brought back as an Action Item on agenda for November 23rd, 2016 meeting.
- L. Student Support Resolution** | J. Russo
It is recommended that the Executive Board discuss and take action regarding A.S. support of marginalized students on campus.
No action was taken.

V Discussion Items

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

- M. Student Support** | J. Russo
It is recommended that the Executive Board participate in a discussion in regards to how A.S. can support marginalized communities.
K. Lam briefed the board on ways A.S. can support marginalized communities on campus.
- N. Future Legislations** | D. Wyrzykowski
It is recommended that the Executive Board discuss legislative implications of the 2016 elections on Pasadena City College students.
This Discussion Item was stricken from the agenda.
- O. CollegiateLink** | A. Rivera
It is recommended that the Executive Board participates in a discussion in regards of CollegiateLink.
This Discussion Item was tabled and will be brought back as a Discussion Item on agenda for November 23rd, 2016 meeting.

VI Standing Business

- L. Appointment to College-Wide Committees**
- M. Appointment to A.S. Committees**
- N. Bill Acceptance**

VII Public Comment on Non-Agenda Items

C. Afuso introduced Destinee Blackman, a graduate intern to the board. Destinee will be taking over as the advisor for Phoebe, Sam and Alexis when she is not around.

VIII Announcements

K. Banh announced that there will be a She.Codes event this Friday in the Crevling Lounge!

S. Salomon informed the board that Planning & Priorities would like to have another student representative attend their meetings.

IX Future Meeting Dates and Times

Date	Location	Agenda Items Due By
November 23 rd , 2016	CC-212	November 18 th , 2016 11AM

X Adjournment

MOTION: **ON THE MOTION OF N. Garipian** seconded by **K. Lam** the Executive Board voted to adjourn the meeting at **1:18 PM**.



Board Agenda Item I: **Holiday Coffee Night Budget**

Date: November 23rd, 2016

Recommendation: It is recommended that the Executive board approve the budget for the Winter Holiday Coffee Night coming out of the Publicity budget to not exceed \$1500.

Total: \$1,500

Food	\$500
Decorations	\$300
Games & Activities	\$300
Prizes & Giveaways	\$400

Date: December 1st, 2016

Recommended by:

S. Salomon

Vice President for Public Relations, Associated Students of Pasadena City College



Board Agenda Item M: Suggestion Week Budget
Date: October 23rd, 2016

Recommendation: It is recommended that the Executive Board discuss and approve the Suggestion Week budget not to exceed \$500 coming out of the Student Trustee Budget.

Associated Students Suggestion Week
December 5th- 9th, 2016

	Cost
Mailboxes	\$300
Decorations	\$100
Materials	\$100
TOTAL:	\$500

Recommended by: N. Garipian Student Trustee Associated Students of Pasadena City College



ASSOCIATED STUDENTS OF PASADENA CITY COLLEGE

COMMITTEE ROSTER AND MEMBERSHIP 2016-2017 EFFECTIVE AS OF: November 2nd, 2016

This roster of ASPCC and College-wide committee members is current as of the above date. All committee members are appointed by the ASPCC President on their own recommendation or the recommendation of Executive Board members; in certain instances committee members are approved by a vote of the Executive Board. Before a student becomes a committee member, their name is announced under "Appointment to College-wide Committees" during any regularly scheduled Executive Board meeting. Committee appointments listed as (auto) are automatically required appointments by the ASPCC Governing Rules.

During the Executive Board meeting of November 02nd, 2016 the following names will be announced and appointed to committees:

ASPCC Committees		
Student name(s)	Submitted for Appointment by:	Committee(s)
Julie Ngov	S. Salomon	Publicity

College Wide Committees		
Student name(s)	Submitted for Appointment by:	Committee(s)
Phoebe Fang Jasmeet Dhillon	October 12 th 2016	Bookstore Committee
Phoebe Fang	October 12 th 2016	Parking Committee
Julia Russo Jasmeet Dhillon Natalie Batista	October 12 th 2016	Food Services Committee
Julia Russo Alexis Rivera Kelly Bahn	October 26 th 2016	Commencements Speaker Selection Committee

ASPCC COMMITTEES			
Committee	Chair	Members	Mtg Time & Frequency



ASSOCIATED STUDENTS OF PASADENA CITY COLLEGE

COMMITTEE ROSTER AND MEMBERSHIP 2016-2017

EFFECTIVE AS OF: November 2nd, 2016

Executive Board	Julia Russo President	Alexis Rivera Kelly Banh Jasmeet Dhillon Dean Wryzykowski Phoebe Fang Kiely Lam Alexis Rivera Sam Salomon Norman Lambert Gohar Tahmizian	Wednesdays, 12:00NN Weekly
Supreme Council	Gohar Tahmizian Chief Justice		
Academic Commission	Kelly Banh VP Academic Affairs	Allison Ayad Aria Beizai Julie Ngov Laurel Weber Byron Briones Gabbi Guo Ryan Chan Eman Shourbagy Jade Lee Juan Lomeli Soyoon Lee	



ASSOCIATED STUDENTS OF PASADENA CITY COLLEGE

COMMITTEE ROSTER AND MEMBERSHIP 2016-2017

EFFECTIVE AS OF: November 2nd, 2016

Finance	Jasmeet Dhillon VP Business Affairs	John Orona Nicholas Chi Johnny Diep Stanley Poon Alejandro Zhu John Llamas Jade Lee Arian Nazarian Vik Chitkara Maurice Ang Diana Dzhangiryan Eric Ojeda Muhammod Tauho	
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ASSOCIATED STUDENTS OF PASADENA CITY COLLEGE

COMMITTEE ROSTER AND MEMBERSHIP 2016-2017 EFFECTIVE AS OF: November 2nd, 2016

Lobby	Dean Wryzykowski VP External Affairs	Nune Garipian Julia Russo Adrian Casillas Laura Coronado Byron Briones Kevin Oda Ivan Castillo Juan Lomeli Megan Torres Allyson Diaz Gabrielle Guo Mineli Arakelian	
Lobby Fee Fund	Dean Wryzykowski VP External Affairs		
Publicity	Sam Salomon VP Public Relations	Julia Russo Kiely Lam Nune Garipian Natalie Batista Karina Latasha Sage Battad Natalie Lau Jude Khatib Tang Yao (Wudy) Wu Emily Ekshian Divina Montejano Julie Ngov	
Campus Activities	Norman Lambert VP Campus Activities	Alexis Rivera Kelly Banh Phoebe Fang Nune Garipian Julia Russo Yulian Zhang Haya Kaliounji Julie Castanares Dominic Kyle Ypil	



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COMMITTEE ROSTER AND MEMBERSHIP 2016-2017

EFFECTIVE AS OF: November 2nd, 2016

Student Services	Phoebe Fang VP Student Services	Tiffany Rodriguez Joanna Anaya Dominic Kyle Ypil Do Hun Kim (Joseph) Gabrielle Guo Dominic Hugo Nathania Christie Sulistio Dominic Hugo Sicong Cai (Jack) Liqi Zhu (Lydia)	
Cultural Diversity	Kiely Lam VP Cultural Diversity	Simon Campbell Anastasia Kelly Budiman Ruth Montijo Eman AbdAllan Aaron Liao	
Sustainability	Natalie Batista VP Sustainability	Yarenni Reyes	
Election Commission	Rebecca Cobb Dean, Student Affairs		



ASSOCIATED STUDENTS OF PASADENA CITY COLLEGE

COMMITTEE ROSTER AND MEMBERSHIP 2016-2017

EFFECTIVE AS OF: November 2nd, 2016

U-Pass	Dean Wryzykowski VP External Affairs	Natalie Batista Kiely Lam Kelly Banh Nune Garipian	
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ASPCC ICC COMMITTEES			
Committee	Chair	Members	Mtg Time & Frequency
Inter-Club Council	Alexis Rivera		Fridays, 12pm
ICC Funding Committee			
ICC Service Projects			
ICC Special Events			

* Associate or ex-officio member – does not count for achieving quorum



ASSOCIATED STUDENTS OF PASADENA CITY COLLEGE

COMMITTEE ROSTER AND MEMBERSHIP 2016-2017 EFFECTIVE AS OF: November 2nd, 2016

COLLEGE COUNCIL COMMITTEES			
Committee	Chair	Student Members	Mtg Time & Frequency
Budget & Resource	Bob Miller Admin Appointee Danny Hamman Academic Senate	J. Russo J. Dhillion K. Lam	
Calendar	Dr. Bob Bell VP Instruction Krista Walter Academic Senate	J. Russo N. Batista	
College Council	Rajen Verdien College President	J. Russo K. Lam A. Rivera	
Enrollment Mgmt	Bob Miller VP Ed Services, VACANT Academic Senate	K. Banh P. Fang	
Facilities	Ruben Smith Admin Appointee VACANT Academic Senate	N. Batista D. Wyrzykowski	
Health & Safety	Rich Beyer President's Appointee	P. Fang N. Batista	
Planning & Priorities	VACANT Dean of Curriculum, Stephanie Fleming Academic Senate	D. Wyrzykowski N. Garipian	
Professional Dev.	Shelagh Rose Academic Senate === VP Human Resources	P. Fang K. Banh	
Sustainability	Sarah Flores Admin Appointee Lauren Arenson Academic Senate		
Student Trustee Advisory Council	Nune Garipian		
Technology & Academic Computing	Mark Sakata Academic Senate Dwayne Cable VP Information Tech	S. Salomon J. Dhillion	



ASSOCIATED STUDENTS OF PASADENA CITY COLLEGE

COMMITTEE ROSTER AND MEMBERSHIP 2016-2017
EFFECTIVE AS OF: November 2nd, 2016

MISCELLANEOUS COMMITTEES			
Committee	Chair	Student Members	Mtg Time & Frequency
Bookstore	Rebecca Cobb Dean, Student Affairs		
Commencement Speaker Selection	Rebecca Cobb Dean, Student Affairs		
Curriculum & Instruction		<i>1 Free Spot</i>	
Flea Market Board	Rebecca Cobb Dean, Student Affairs		
Food Service	Rebecca Cobb Dean, Student Affairs		
Institutional Effectiveness Committee	Ryan Corner Co-Chair Marjorie Smith Co-Chair	D. Wyrzykowski N. Garipian	Friday, 1-3PM
Parking	Rebecca Cobb Dean, Student Affairs		
Student Service Fund	Rebecca Cobb Dean, Student Affairs		