



# 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, September 14<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	VACANT
Vice President for Business Affairs	Jasmeet Dhillon	Student Trustee	Nune Garipian
Vice President for Campus Activities	VACANT		
Vice President for Cultural Diversity	Kiely Lam	Secretary	Beverly Dominguez

## I Preliminary Items

- A. Call to Order, Roll Call, and Establishment of Quorum
- B. Adoption of the Agenda for September 14<sup>th</sup>, 2016
- C. Approval for the minutes from September 7<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 Discussion Items**

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

**H. Dr. Rajen Vurdien**

*It is recommended that the Executive board participates in a discussion with Dr. Rajen Vurdien.*

**V Action Items**

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

**I. Adjustment of the ICC Retreat Budget**

*It is recommended that the Executive Board adjust the budget for the date of September 17<sup>th</sup> for the ICC Retreat to not exceed \$2,000.00 coming out of the Executive Vice President's budget.*

**VI Standing Business**

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

**K. Bill Acceptance**

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

**VIII Announcements**

**IX Future Meeting Dates and Times**

**Date**

September 21<sup>st</sup>, 2016

**Location**

CC-212

**Agenda Items Due By**

September 15<sup>th</sup>, 2016 | 12NN

**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, September 7<sup>th</sup>, 2016 | 12PM

These Minutes of the ASPCC Executive Board were approved on Date. The Advisor Present was Rebecca Cobb and 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	VACANT
Vice President for Business Affairs	Jasmeet Dhillon	Student Trustee	Nune Garipian
Vice President for Campus Activities	VACANT		
Vice President for Cultural Diversity	Kiely Lam	Secretary	Beverly Dominguez

### I Preliminary Items

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

The Executive Board was called to order by **J. Russo** at **12:00 PM**. Quorum was established.

#### B. Adoption of the Agenda for September 7<sup>th</sup>, 2016

**MOTION: ON THE MOTION OF P. Fang**, seconded by **N. Batista** the Executive Board approved the agenda.

#### C. Approval of the minutes from August 17<sup>th</sup>, 2016 and August 24<sup>th</sup>, 2016

**MOTION: ON THE MOTION OF P. Fang** seconded by **K. Lam** the Executive Board voted to approve the minutes from August 17<sup>th</sup>, 2016 with the following changes:

- Amend Vice President for Business Affairs last name from 'Dillon' to 'Dhillon'.
- Amend to move the vote of Student Trustee N. Garipian from 'NO' to 'Advisory Votes'.
- Remove 'Carrie Afuso' from the Advisor present from the previous AS minutes August 17<sup>th</sup>, 2016 since she was not present during the meeting.

**MOTION: ON THE MOTION OF K. Banh** seconded by **K. Lam** the Executive Board voted to approve the minutes from August 24<sup>th</sup>, 2016 as presented.

### 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

**Julia Russo:** Welcome Week went great. Board of Trustee meeting tonight and ICC meeting on Friday.

**Kelly Banh:** Attended the first Academic Senate meeting last week. Committee members were appointed.

**Alexis Rivera:** Reported that the charter packets are ready to pick up.  
First ICC meeting will be this Friday September 9<sup>th</sup>, 2016 at 12NN.  
Welcome Week and ICC Retreat are next week.

**Phoebe Fang:** No Reports.

**Jasmeet Dhillon:** Reported that the Executive Board needs to send their budget by Saturday, September 10<sup>th</sup>, 2016

**Kiely Lam:** Reported that Welcome week was a success.

**Nune Garipian:** Reported that there is a Board of Trustee meeting tonight September 7<sup>th</sup>, 2016 and that there is a Candidate Forum during Club Week.

**Natalie Batista:** No reports.

**Dean Wyrzykowski:** Constitution Day and one of the two Candidate Forums will be held on Thursday during Club Week.

**Sam Salomon:** Constitution Day flyers are already submitted and are on the process of being printed.

#### E. Advisor

##### Dean Rebecca Cobb

- Announced about the details regarding U-PASS: There are 2,000 student's that signed up and 1,500 have bought it.

##### Carrie Afuso

- Congratulated the Executive board for an excellent Welcome Week event.
- For Pathway social events, the Executive board is not part of their program.
- EEO Training

#### F. Shared Governance

#### G. Financial

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**MOTION:** ON THE MOTION of **N. Garipian**, second by **P. Fang**, It is recommended that the Executive board change the order of the day to move 'V action Items' before 'IV Discussion Items' due to the absence of Dr. Rajen Vurdien.  
The following changes were made:

#### IV Action Items

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

##### H. Approval of Accreditation Report

*It is recommended that the Executive board approves the Accreditation Report.*

**MOTION:** ON THE MOTION OF **K. Banh**, second by **K. Lam** the Executive board approved the Accreditation Report.

AYE - J. Russo, A. Rivera, K. Banh, J. Dhillon, P. Fang  
K. Lam, N. Batista, S. Salomon, Dean Wyrzykowski.

NO - NONE

**Advisory votes:**

N. Garipian

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

##### I. CCCSAA Leadership Conference

*It is recommended that the Executive board approves the CCCSAA Leadership Conference budget.*

**MOTION:** ON THE MOTION OF **K. Lam** second by **S. Salomon**, the Executive board approves the CCCSAA Leadership Conference budget in the amount of \$7,172; \$1,024 coming out of the Lobby Fee fund and \$6,148 coming out of the Business Affairs budget.

AYE - J. Russo, A. Rivera, K. Banh, J. Dhillon, P. Fang  
K. Lam, N. Batista, S. Salomon, Dean Wyrzykowski.

NO - NONE

**Advisory votes:**

N. Garipian

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

#### V Discussion Items

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

##### J. Dr. Rajen Vurdien

*It is recommended that the Executive board participates in a discussion with Dr. Rajen Vurdien.*

*This Item is stricken by J. Russo to be postponed ne*

**VI Standing Business**

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

**L. Bill Acceptance**

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

**VIII Announcements**

**IX Future Meeting Dates and Times**

<b>Date</b>	<b>Location</b>	<b>Agenda Items Due By</b>
September 14 <sup>th</sup> , 2016	CC-212	September 8 <sup>th</sup> , 2016; 12NN

**X Adjournment**

**MOTION:**      **ON THE MOTION OF N. Garipian** seconded by **A. Rivera** the Executive Board voted to adjourn the meeting at **1:54 PM**.

# ASSOCIATED STUDENTS OF PASADENA CITY COLLEGE



Board Agenda Item I: ICC Retreat

Date: September 14<sup>th</sup>, 2016

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Recommendation: It is recommended that the Executive Board adjust the budget for the date of September 17<sup>th</sup> for the ICC Retreat to not exceed \$2,000.00 coming out of the Executive Vice President's budget.

<u>Items</u>	<u>Cost</u>
Food	\$1,400.00
I-8 Services for Drinks	\$500.00
Supplies	\$100.00
<b>Total Cost</b>	<b>\$2,000.00</b>

Date: September 17<sup>th</sup>, 2016

Desires Outcomes: The ICC retreat is comprised of workshops to further transition new ICC members and other club board members into running a successful club.

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Recommended by: Alexis Rivera-Andrade

Executive Vice President, Associated Students of Pasadena City College



## ASSOCIATED STUDENTS OF PASADENA CITY COLLEGE

### COMMITTEE ROSTER AND MEMBERSHIP 2016-2017 EFFECTIVE AS OF: September 14<sup>th</sup>, 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 September 7<sup>th</sup>, 2016 the following names will be announced and appointed to committees:

ASPCC Committees		
Student name(s)	Submitted for Appointment by:	Committee(s)

College Wide Committees		
Student name(s)	Submitted for Appointment by:	Committee(s)





## ASSOCIATED STUDENTS OF PASADENA CITY COLLEGE

COMMITTEE ROSTER AND MEMBERSHIP 2016-2017  
EFFECTIVE AS OF: September 14<sup>th</sup>, 2016

ASPCC COMMITTEES			
Committee	Chair	Members	Mtg Time & Frequency
Executive Board	<b>Julia Russo</b> President	Alexis Rivera Kelly Banh Jasmeet Dhillon Dean Wryzykowski Phoebe Fang Kiely Lam Alexis Rivera	Wednesdays, 12:00NN Weekly
Supreme Council	<b>VACANT</b> Chief Justice		
Academic Commission	<b>Kelly Banh</b> VP Academic Affairs		
Finance	<b>Jasmeet Dhillon</b> VP Business Affairs		



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## COMMITTEE ROSTER AND MEMBERSHIP 2016-2017 EFFECTIVE AS OF: September 14<sup>th</sup>, 2016

Lobby	<b>Dean Wryzykowski</b> VP External Affairs		
Lobby Fee Fund	<b>Dean Wryzykowski</b> VP External Affairs		
Publicity	<b>VACANT</b> VP Public Relations	Julia Russo Kiely Lam Nune Garipian Natalie Batista	
Campus Activities	<b>VACANT</b> VP Campus Activities	Alexis Rivera Kelly Banh Phoebe Fang Nune Garipian Julia Russo	
Student Services	<b>Phoebe Fang</b> VP Student Services		
Cultural Diversity	<b>Kiely Lam</b> VP Cultural Diversity		



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## COMMITTEE ROSTER AND MEMBERSHIP 2016-2017

EFFECTIVE AS OF: September 14<sup>th</sup>, 2016

Sustainability	<b>Natalie Batista</b> VP Sustainability		
Election Commission	<b>Rebecca Cobb</b> Dean, Student Affairs		
U-Pass	<b>Dean Wryzykowski</b> VP External Affairs	Natalie Batista Kiely Lam Kelly Banh Nune Garipian	

### ASPCC ICC COMMITTEES

Committee	Chair	Members	Mtg Time & Frequency
Inter-Club Council	<b>Alexis Rivera</b>		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: September 14<sup>th</sup>, 2016

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



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COMMITTEE ROSTER AND MEMBERSHIP 2016-2017  
EFFECTIVE AS OF: September 14<sup>th</sup>, 2016

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