



# 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 2<sup>nd</sup>, 2015 | 12NN

**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	Irving G. Morales	Vice President for Public Relations	Joshua Mentrup
Vice President for Internal Affairs	Emilie J. Melder	Vice President for External Affairs	Ricardo Patlan
Vice President for Academic Affairs	Gilbert Lui	Vice President for Sustainability	Steffan Diederer
Vice President for Student Services	Julia Russo	Chief Justice	Steven Stark
Vice President for Business Affairs	Christopher Langstaff	Student Trustee	Kelly Banh
Vice President for Campus Activities	Eric Ojeda		
Vice President for Cultural Diversity	Elena Pierce	Secretary	Beverly Dominguez

**I Preliminary Items**

- A. Call to Order, Roll Call, and Establishment of Quorum**
- B. Adoption of the Agenda for December 2<sup>nd</sup>, 2015**
- C. Approval for the minutes from November 18<sup>th</sup>, 2015**

**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 Reports**
- 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. Tacos with Counselors** | **G. Lui**  
*It is recommended that the Executive Board approves a budget for the Tacos with Counselors Event.*
- I. Miss Representation** | **E. Pierce**  
*It is recommended that the Executive Board approves a budget for the Miss Representation Event.*
- J. Relaxation Week** | **J. Russo**  
*It is recommended that the Executive Board approves a budget for Relaxation Week Event.*
- k. Holiday Angels** | **J. Russo**  
*It is recommended that the Executive Board approves a budget for Holiday Angele's Event.*

**V Discussion Items**

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

- L. Associated Students Winter Retreat** | **I.G. Morales**  
*It is recommended that the Executive Board discuss a date and location for the Winter Retreat.*
- M. Rosemead Campus Visit** | **I. G. Morales**  
*It is recommended that the Executive Board discuss a date to visit the Rosemead Campus.*

**VI Standing Business**

- N. Appointment to College-Wide Committees**
- O. 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>
December 9 <sup>th</sup> , 2015   12NN	CC-212	Friday, December 5 <sup>th</sup> , 2015   <b>12NN</b>

**X Adjournment**



# ASSOCIATED STUDENTS

OF PASADENA CITY COLLEGE

**Associated Students of Pasadena City College**  
**Executive Board**  
Regular Meeting Minutes

CC-212, Campus Center, Pasadena City College  
1570 E. Colorado Blvd., Pasadena, CA 91106  
Wednesday, November 18<sup>th</sup>, 2015 | 12NN

These Minutes of the ASPCC Executive Board were approved on Date. The Advisor Present was Rebecca Cobb and Carrie Afuso.

## Executive Board Officers

President	Irving G. Morales	Vice President for Public Relations	Joshua Mentrup
Vice President for Internal Affairs	Emilie J. Melder	Vice President for External Affairs	Ricardo Patlan
Vice President for Academic Affairs	Gilbert Lui	Vice President for Sustainability	Steffan Diederling
Vice President for Student Services	Julia Russo	Chief Justice	Steven Stark
Vice President for Business Affairs	Christopher Langstaff	Student Trustee	Kelly Banh
Vice President for Campus Activities	Eric Ojeda		
Vice President for Cultural Diversity	Elena Pierce	Secretary	Beverly M. Dominguez

## I Preliminary Items

- A. Call to Order, Roll Call, and Establishment of Quorum**  
The Executive Board was called to order by **I.G. Morales** at **12:06 PM**. Quorum was established.
- B. Adoption of the Agenda for November 18th, 2015**  
**MOTION:** ON THE MOTION OF **R. Patlan**, seconded by **J. Mentrup**, the Executive Board, voted to approve the agenda as presented.
- C. Approval of the minutes from November 4th, 2015**  
**MOTION:** ON THE MOTION OF **E. Pierce**, seconded by **J. Mentrup** the Executive Board, voted to unanimously approve the minutes 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

**K. Banh:** Announced to the Executive Board members that she is attending a CC conference up in Birmingham with Trustee Watt.  
Also, she announced that winter semester has been approved for the 2016-2017 academic calendar.

**R. Patlan:** Announced to Executive board that K. Banh and himself attended the General Conference this past weekend and that it was interesting. An interesting topic that was about transgender bathrooms.

**J. Russo:** Announced to the Executive Board members that she's in the process of her Relaxation

Week and Holiday Angel's events coming up.

**S. Diederling:** Announced to the Executive Board members that he is now starting to put together his second event, but is also working on his first event.

**E.J. Melder:** Announced to the Executive board members that she will be having an ICC Meeting now that she is fully recovered.

**J. Mentrup:** Announced to the Executive Board members that his Thanksgiving event is coming up and that there will be giveaways.

**C. Langstaff:** Announced to the Executive Board members that his Business Career Forum event had a rough start, but it turned out very successful.

**E. Ojeda:** Announced to the Executive Board members that he interviewed three more people for his committee and that will he is hoping that next week they will be appointed.

**G. Lui:** No reports

**E. Pierce:** Announced to the Executive Board members that her and the commencement speaker committee is preparing a list for who is going to be speaking. She also talked about the transgender bathrooms.

**S. Stark:** Announced to the Executive Board members that he is still in the process of the formation of the supreme council.

**I.G. Morales:** Announced to the Executive Board members that it would be great if board members helped each other with the upcoming events.

**E. Advisors**

**R. Cobb:** Announced to the Executive Board members that she needs student and board member representatives to participate in Commencement Speaker Election committee.

**C. Afuso:** Announced to the Executive Board that a lot of events are coming up and that all board members should help each other, especially because finals are coming up as well.

**F. Shared Governance**

**G. Financial**

**C. Langstaff:** C. Langstaff will be reporting on a upcoming meeting.

**IV Action Items**

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

**H. Thanksgiving Event**

**| J. Mentrup**

*It is recommended that the Executive board approve a budget for the Thanksgiving event.*

**J. Mentrup** announced his Thanksgiving event called "Don't worry be thankful" will be happening on Tuesday November, 24<sup>th</sup>, 2015, 11:00am-2:00pm. There will be a lot of things going on in his event such as: polarized photo booth, puppies, food and more.

**MOTION: ON THE MOTION OF J. Mentrup, seconded by J. Russo, the Executive Board voted not to exceed the budget for the Thanksgiving Event.**

AYE - R. Patlan, E.J. Melder, J. Mentrup, J. Russo, S. Diederling, E.Ojeda, G. Lui,  
C. Langstaff, E. Pierce

NO - None

**Advisory votes:**

AYE - K. Banh, S. Stark      NO - none

**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 V.*

**I. Associated Students Workshop**

**| C. Afuso**

*S. Hinton or/and Advisor will be conducting educational workshops to the Executive Board.*

The Executive Board participated in an educational workshop conducted by advisor C. Afuso.

**VI Standing Business**

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

**I. G. Morales** appointed Lincoln Burgess and Wen Chen to the I Tap committee.

**P. Bill Acceptance**

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

**VIII Announcements**

**E. Pierce** talked about the Potential Commencement Speaker List. She asked the Executive board members to ask for student’s choices of who they would like to have as the commencement speaker for the graduation ceremony.

**IX Future Meeting Dates and Times**

<b>Date</b>	<b>Location</b>	<b>Agenda Items Due By</b>
November 25 <sup>th</sup> , 2015	CC-212	November 20th, 2015

**X Adjournment**

**MOTION: ON THE MOTION OF K. Banh**, seconded by **R. Patlan**, the Executive Board voted to adjourn the meeting at **1:08 PM**.



# ASSOCIATED STUDENTS OF PASADENA CITY COLLEGE

Board Agenda Item H: Tacos with Counselors

Date: December 2, 2015

---

Recommendation: It is recommended that the executive board approves a budget not to exceed \$750

Items	Cost
Tacos	\$850.00
Miscellaneous (Napkins, Gloves)	\$100.00
Total	\$950.00

Date: December 3<sup>rd</sup>, 2015

Desires Outcomes: To help students that have questions about transferring. Help on personal essay and questions on how to apply to certain private colleges.

---

Recommended by: Gilbert Lui

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



# ASSOCIATED STUDENTS OF PASADENA CITY COLLEGE

Board Agenda Item I : Miss Representation

Date: December 2<sup>nd</sup>, 2015

---

Recommendation: It is recommended that the Executive board approve a budget not to exceed \$700 for the event Miss Representation coming from Cultural diversity budget.

Costs:

<i>Item</i>	<i>Expected Cost</i>
Food (18)	\$500.00
Prizes	\$100.00
Discrepancy	\$100.00
<b>Total</b>	<b>\$700.00</b>

Date: December 1<sup>ST</sup>, 2015

---

---

Recommended by:

Elena A. Pierce

Vice President for Cultural Diversity, Associated Students of Pasadena City College



# ASSOCIATED STUDENTS OF PASADENA CITY COLLEGE

Board Agenda Item J: Relaxation Week

Date: December 2<sup>nd</sup>, 2015

---

**Recommendation:** Recommendation: It is recommended that the Executive Board approve the budget for Relaxation Week, in the amount of \$3,308.93, not to exceed \$3,600.

<u>Date</u>	<u>Item</u>	<u>Cost</u>
December 14-16th, 2015:	Hot Chocolate	\$130/10gallons x 3 days = \$390
	Coffee	\$120/10gallons x 3 days = \$360
December 17th, 2015:	Hot Chocolate	\$65/5gallons x 1 day = \$65
	Coffee	\$60/5gallons x 1 day = \$60
December 14-17th, 2015:	Snacks (Granola Bars, Cheese Strings, Apples, Bananas, Cup of Noodles)	\$400.00
December 14-17th, 2015:	Bookstore (Scranton's, Bluebooks, Pencils)	\$473.93
	Masseur #1	\$65/hour x 4 hours x 3 days = \$780
	Masseur #2	\$65/hour x 4 hours x 3 days = \$780
<b>Total</b>		<b>\$3,308.93</b>

**Expenses:** \$3,308.93

**Dates & Times:** December 14th, 15th, 16th, and 17th, 2015.

**Reason:** Annual Relaxation Week event to serve our students by relieving stress on campus during finals week.

---

Recommended by:

Julia Russo

Vice President of Student Services, Associated Students of Pasadena City College





# ASSOCIATED STUDENTS OF PASADENA CITY COLLEGE

Board Agenda Item J:           Holiday Angels

Date:                               December 2<sup>nd</sup>, 2015

---

**Recommendation:** It is recommended that the Executive Board approve the budget for Holiday Angels, not to exceed \$3,300 coming out of the Student Services budget.

**Expenses**\$3,300

<u>Date</u>	<u>Item</u>	<u>Cost</u>
December 18 <sup>th</sup> , 2015:	Dinner for 200 Guest	\$3,000
Decorations	Decorations	\$300
<b>Total</b>		<b>\$3,300</b>

**Dates & Times:**               December 18<sup>th</sup>, 2015

**Reason:**                         Holiday Angels Dinner for EOP'S and CAL Works Recipients.

---

Recommended by:

Julia Russo

Vice President of Student Services, Associated Students of Pasadena City College



## ASSOCIATED STUDENTS OF PASADENA CITY COLLEGE

### COMMITTEE ROSTER AND MEMBERSHIP 2015-2016 EFFECTIVE AS OF: December 2<sup>nd</sup>, 2015

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 December 2<sup>nd</sup>, 2015, the following names will be announced and appointed to committees:

ASPCC Committees		
Student name(s)	Submitted for Appointment by:	Committee(s)
Diego Fagoaga Dulce Yang Mark Huerta	Eric Ojeda	Campus Activities
Ryan Chan Matt Truong	Gilbert Lui	Academic Commission
Ian Fox Lincoln Burgess Beryl Yin Tatiana Overly	Steve Stark	Supreme Council

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



# ASSOCIATED STUDENTS OF PASADENA CITY COLLEGE

## COMMITTEE ROSTER AND MEMBERSHIP 2015-2016 EFFECTIVE AS OF: December 2<sup>nd</sup>, 2015

ASPPC COMMITTEES			
Committee	Chair	Members	Mtg Time & Frequency
Executive Board	<b>Irving G. Morales</b> President	Emilie J. Melder Ricardo Patlan Joshua Mentrup Christopher J. Langstaff Steffan Diederling Julia Russo Eric Ojeda Elena Pierce Gilbert Lui Steven Stark* Kelly Banh*	Wednesdays, 12:00NN Weekly
Supreme Council	<b>Steven Stark</b> Chief Justice		
Academic Commission	<b>Gilbert Lui</b> VP Academic Affairs		
Finance	<b>Christopher J. Langstaff</b> VP Business Affairs	John Orona Christopher Carbajal John Llamas Jungyoon Lee Agkop Baltagian Jasmeet Ohillon	



## ASSOCIATED STUDENTS OF PASADENA CITY COLLEGE

### COMMITTEE ROSTER AND MEMBERSHIP 2015-2016 EFFECTIVE AS OF: December 2<sup>nd</sup>, 2015

Lobby	<b>Ricardo Patlan</b> VP External Affairs	Irving G Morales Emilie Melder Elena Pierce Julia Russo Lincoln Burgess Ivan Castillo Cali Watson Abraham Rincon Juan Lomeli Dean Wyrzykowski Wen Chen Nune Garipian Elssa Carrillo-Medina	Fridays – 10:am-11:00am  Room: CC-212  Weekly
Lobby Fee Fund	<b>Ricardo Patlan</b> VP External Affairs		
Publicity	<b>Joshua Mentrup</b> VP Public Relations	Laurie Tobing Laurencia Sintiche Pandelaki Aden Darmody Vanessa Serrato Margaret Alpajora Nune Garipian Elizabeth Rangel	
Campus Activities	<b>Eric Ojeda</b> VP Campus Activities	Phoebe Fang Christina Mu Devna Desai Arin Parsanian Haya Kaliounji	
Student Services	<b>Julia Russo</b> VP Student Services	Kelly Banh Laurencia Pandelaki Aden Darmody Inkyung Chung Phoebe Fang Gabriella Hertania Naethon Attao Stanley Huang Cherlin Ongkeko	



## ASSOCIATED STUDENTS OF PASADENA CITY COLLEGE

### COMMITTEE ROSTER AND MEMBERSHIP 2015-2016 EFFECTIVE AS OF: December 2<sup>nd</sup>, 2015

Cultural Diversity	<b>Elena Pierce</b> VP Cultural Diversity		
Sustainability	<b>Steffan Diederling</b> VP Sustainability	Nicole Laureola Chun-Hao (Jason) Wong Poema Oleas Mekhitarian Brandon Wong Winessa (Winnie) Nartia-stockart	
Election Commission	<b>Rebecca Cobb</b> Dean, Student Affairs		
I-Tap	<b>Irving G. Morales</b> President	Ricardo Patlan Steffan Diederling Gilbert Lui Kelly Banh Lincoln Burgess Wen Chen	

#### ASPCC ICC COMMITTEES

Committee	Chair	Members	Mtg Time & Frequency
Inter-Club Council	<b>Emilie J. Melder</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 2015-2016 EFFECTIVE AS OF: December 2<sup>nd</sup>, 2015

COLLEGE COUNCIL COMMITTEES			
Committee	Chair	Student Members	Mtg Time & Frequency
Budget & Resource	<b>Bob Miller</b> Admin Appointee <b>Danny Hamman</b> Academic Senate	C.Langstaff <i>2 Free spots</i>	
Calendar	<b>Dr. Bob Bell</b> VP Instruction <b>Krista Walter</b> Academic Senate		
College Council	<b>Rajen Verdien</b> College President	I.G. Morales R. Patlan K. Banh	
Enrollment Mgmt	<b>Bob Miller</b> VP Ed Services, <b>VACANT</b> Academic Senate	<i>3 Free Spots</i>	
Facilities	<b>Ruben Smith</b> Admin Appointee <b>VACANT</b> Academic Senate	E. Pierce <i>2 Free Spots</i>	
Health & Safety	<b>Rich Beyer</b> President's Appointee	S. Diederling <i>2 Free spots</i>	
Planning & Priorities	<b>VACANT</b> Dean of Curriculum, <b>Stephanie Fleming</b> Academic Senate		
Professional Dev.	<b>Shelagh Rose</b> Academic Senate === VP Human Resources	<i>1 Free Spot</i>	
Sustainability	<b>Sarah Flores</b> Admin Appointee <b>Lauren Arenson</b> Academic Senate	S. Diederling <i>1 Free Spot</i>	
Student Trustee Advisory Council	<b>Kelly Banh</b>		
Technology & Academic Computing	<b>Mark Sakata</b> Academic Senate <b>Dwayne Cable</b> VP Information Tech	<i>2 Free Spots</i>	



## ASSOCIATED STUDENTS OF PASADENA CITY COLLEGE

### COMMITTEE ROSTER AND MEMBERSHIP 2015-2016 EFFECTIVE AS OF: December 2<sup>nd</sup>, 2015

MISCELLANEOUS COMMITTEES			
Committee	Chair	Student Members	Mtg Time & Frequency
Bookstore	<b>Rebecca Cobb</b> Dean, Student Affairs	R. Patlan J. Russo	
Commencement Speaker Selection	<b>Rebecca Cobb</b> Dean, Student Affairs	E. Melder	
Curriculum & Instruction		<i>1 Free Spot</i>	
Flea Market Board	<b>Rebecca Cobb</b> Dean, Student Affairs	I.G. Morales E.J. Melder	
Food Service	<b>Rebecca Cobb</b> Dean, Student Affairs	J. Mentrup S. Diederling	
Institutional Effectiveness Committee	<b>Ryan Corner</b> Co-Chair <b>Marjorie Smith</b> Co-Chair	C. Langstaff <i>2 Free Spots</i>	
Parking	<b>Rebecca Cobb</b> Dean, Student Affairs	J. Russo C. Langstaff	
Student Service Fund	<b>Rebecca Cobb</b> Dean, Student Affairs	I.G. Morales C. Langstaff J. Russo E. Ojeda	