



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
Friday, September 15th, 2017 | 10:15 AM - 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.

Executive Board Officers

President	Kiely Lam	Vice President for Public Relations	Natalie Lau
Executive Vice President	Christopher Morales	Vice President for External Affairs	Gabrielle (Gabbi) Guo
Vice President for Academic Affairs	Jude Khatib	Vice President for Sustainability	Tara Agahi
Vice President for Student Services	Dominic Kyle Ypil	Chief Justice	Adrian Casillas
Vice President for Business Affairs	Alejandro Chavez	Student Trustee	Emily Ekshian
Vice President for Campus Activities	Yulian (Lian) Zhang		
Vice President for Cultural Diversity	Yahia Haggag	Secretary	Sam Salomon

I Preliminary Items

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

The Executive Board was called to order by **K. Lam** at **10:21 AM**. Quorum was established.

B. Adoption of the Agenda for September 15th, 2017

Item J was changed to item L.

Item L was changed to item J.

Item I was tabled.

Item J was tabled.

MOTION: **ON THE MOTION OF A. Casillas**, seconded by **J. Khatib**, the Executive Board approved the agenda with the noted changes.

AYE - K. Lam, C. Morales, J. Khatib, D. Ypil, A. Chavez, L. Zhang, Y. Haggag, N. Lau, G. Guo, T. Agahi, A. Casillas, E. Ekshian

NO - None

Advisory votes:

AYE - A. Casillas, E. Ekshian

The motion has passed due to unanimous vote.

C. Approval of the minutes from September 8th, 2017

MOTION: **ON THE MOTION OF A. Casillas**, seconded by **Y. Haggag** the Executive Board approved the minutes as presented.

AYE - K. Lam, C. Morales, J. Khatib, D. Ypil, A. Chavez, L. Zhang, Y. Haggag, N. Lau, G. Guo, T. Agahi, A. Casillas, E. Ekshian

NO - None

Advisory votes:

AYE - A. Casillas, E. Ekshian

The motion has passed due to unanimous vote.

D. Approval of the special meeting minutes from September 8th, 2017

MOTION: **ON THE MOTION OF G. Guo**, seconded by **T. Agahi** the Executive Board approved the minutes as presented.

AYE - K. Lam, C. Morales, J. Khatib, D. Ypil, A. Chavez, L. Zhang, Y. Haggag, N. Lau, G. Guo, T. Agahi, A. Casillas, E. Ekshian

NO - None

Advisory votes:

AYE - A. Casillas, E. Ekshian

The motion has passed due to unanimous vote.

II Public Comment on Non-Agenda Items

None

III Introductions and Reports

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

D. Executive Board Members

Kiely Lam:

She congratulated Chris on Club Rush. She reminded the board about CCCSAA requirements. The LA County Fair is holding a free day for PCC. Academic Senate Retreat lunch was fun, and she talked to professors and staff; she encourages the rest of the board to attend similar meetings. Individual and group photos are scheduled for today. She reminded C. Morales to send the secretary application to her. Fall 2017 Planning Retreat will be from 9am-3pm today, and the board is encouraged to visit.

Christopher Morales:

He reported that Club Rush was fun and that he appreciates the board for their presence during the event.

Jude Khatib:

She reported on Academic Senate retreat lunch.

Dominic Ypil:

He prepared a budget and contacted masseurs for Relaxation Week. He also sent an email regarding a Tournament of Roses internship.

Alejandro Chavez:

He congratulated everyone on Club Rush.

Lian Zhang:

She congratulated everyone on Club Rush. Homecoming Week. Oct.

30 – Nov. 4, will have a carnival theme.

Yahia Haggag:

No reports.

Natalie Lau:

She updated the board on AS gear purchases.

Gabbi Guo:

She rescheduled the Lobby Fee Fund meeting and is organizing her committee retreat.

Tara Agahi:

She sent out her first professional email and followed up with Food Forward

Adrian Casillas:

He explained Policy 500 and how to use them for committees.

Emily Ekshian:

She noted that Club Rush went well. She emailed Trustee Scott Phelps regarding the out of state travel resolution. She attended the Student Equity Conference. The next Board of Trustees meeting is this Wednesday at 7pm at Arcadia USD.

E. Advisor

Carrie Afuso:

She updated the board on her availability; congratulated Chris on Club Rush; talked about committee interviews, making sure that board members have a clear rubric; updated on fall enrollment, noting that students enrolled are taking fewer classes; and reminded the board that ICC Retreat is on Saturday, encouraging the board to be present.

Dean Rebecca Cobb:

Absent.

**F. Shared Governance
Student Success Committee**

Y. Haggag reported that the committee is trying to find their plans for PCC and to support PCC students regarding equity, why students are dropping classes in the first two weeks, etc. Academic Senate will hold a forum to understand why students are dropping.

G. Financial

A. Chavez reported that the AS fall budget was signed.

IV Action Items

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

I. Revise 2017 Student Support Resolution

| K. Lam

It is recommended that the Executive Board approve the revision of the 2017 Student Support Resolution.
Item I has been tabled.

J. ICC Retreat Budget

| C. Morales

It is recommended that the Executive Board approve the ICC Retreat Budget.
Item J has been tabled.

K. Office Cleaning Date

| K. Lam

It is recommended that the Executive Board approve of a date to clean the AS office.

MOTION: ON THE MOTION OF L. Zhang, seconded by **Y. Haggag**, the Executive Board approved of Friday, September 22nd as the next office cleaning date.

AYE - K. Lam, C. Morales, J. Khatib, D. Ypil, A. Chavez, L. Zhang, Y. Haggag, N. Lau, G. Guo, T. Agahi, A. Casillas, E. Ekshian

NO - None

Advisory votes:

AYE - A. Casillas, E. Ekshian

The motion has passed due to unanimous vote.

L. Safe Zone Training Date | K. Lam

It is recommended that the Executive Board approve of a date for Safe Zone training.

V Discussion Items

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

M. Installing More Microwaves around Campus | T. Agahi

It is recommended that the Executive Board discuss installing more microwaves in cafeterias and room that have programs.

T. Agahi led a discussion regarding the installation of more microwaves on campus.

N. DACA | K. Lam

It is recommended that the Executive Board discuss current events regarding Deferred Action for Childhood Arrivals.

K. Lam led a discussion regarding student support for DACA students.

O. Club Week Debrief | K. Lam

It is recommended that the Executive Board discuss Club Week.

K. Lam led a debrief discussion regarding Club Week.

P. Office Utilities | A. Chavez

It is recommended that the Executive Board discuss the budget for utilities and supplies needed in the AS office.

A. Chavez led a discussion regarding updating office utilities and supplies.

Q. Leadership Training | K. Lam

It is recommended that the Executive Board discuss and participate in AS leadership training.

K. Lam led a discussion and activities regarding leadership training.

VI Standing Business

M. Appointment to College-Wide Committees

Student Success

Alejandro Chavez

Kiely Lam

Yahia Haggag

Classified Senate

Jude Khatib

College Council

Kiely Lam

BRAC

Alejandro Chavez

Strategic Communications

Tara Agahi

Gabbi Guo

Natalie Lau
Planning and Priorities
Jude Khatib

N. Appointment to A.S. Committees
None

O. Bill Acceptance
None

VII Public Comment on Non-Agenda Items
None.

VIII Announcements
None.

IX Future Meeting Dates and Times

Date
September 22nd, 2017

Location
CC-212

Agenda Items Due By
September 19th, 2017 | 4PM

X Adjournment

MOTION: **ON THE MOTION OF Y. Haggag, second by A. Chavez, the Executive Board voted to adjourn the meeting at 12:30 PM.**