



MINUTES A.S.O.
Meeting Date: January 14th, 2019

I. Call to Order: A meeting of the *Associated Student Organization* was held at Los Angeles Mission College, Sylmar, CA, on **January 14th, 2019** in the ASO Conference Room #2. The meeting convened at **10:36 AM**.

II. Quorum: 7/8

Executive Board:

President, Beatriz Espinoza

Vice President, Victoria Pfau

Treasurer, Christopher Martinez

Executive Administrator, Briana Garnica

Parliamentarian, Zara Cohen

Senators:

Social Activities,

Publications,

Recruitment,

Fundraising,

Marketing,

Educational Services,

Technology,

Political Affairs,

Community Relations,

Security Services,

Athletics,

Historian,

Administration, Madison Pfau

Health, Whitney Gates

Accessibility, Hassan Walukonde (excused)

Advisor:

Crossley, ASO Advisor

Robert

III. Review and Approval of Minutes

- Vice President moves to amend minutes of November 27th
 - Motion made and seconded, passed unanimously
- Vice President moves to approve the minutes of November 27th
 - Motion made and seconded, passed unanimously
- Vice President moves to amend minutes of December 4th
 - Motion made and seconded, passed unanimously
- Treasurer moves to approve the minutes of December 4th
 - Motion made and seconded, passed unanimously

IV. Open Forum:

- Opened: 10:47 am
- Closed: 10:47 am

V. Officer, Advisor, President Report:

- **Robert Crossley, ASO Advisor:**
 - Happy New Year- set goals for Spring 2019 semester
 - Attending LA Homeless Coalition seminars. I will attend one on Wed. Jan 16th 3-5pm in Van Nuys
 - Fall 2018 grades by all ASO senators ASAP; grades should include Fall 2018 & overall GPA
 - Ordered ASO Folders, take inventory of ASO Membership stock
 - Cash for college- Sat. Jan. 26th 9-1pm. ASO participation needed
 - Mobile food pantry- LAMC foundation supporting mobile food pantry
 - LAUSD Strike - Show support

- ASO Senators Office Hours Spring 2019
- **Beatriz Espinoza, President:**
 - Attended SAC meeting on Friday
 - Participated in Operation Mission Gratitude on December
 - Families receiving the dinner and toys were really excited
 - Will be attending CCLC with LACCD January 27-28
 - Will be attending the College Council meeting on Thursday 24
- **Victoria Pfau, Vice President:**
 - Attended SAC meeting on Friday with Beatriz Espinoza
 - Participated in Operation Mission Gratitude in December
 - Pasted on ASO's Instagram
 - Organizing ICC Meeting - January 29th @ 11am
 - Working on redesigning the students clubs webpage
 - Submitted a video to California state assembly advocating for dual enrollment
 - Working on collecting more videos from students
 - Prepared for ASO meeting
 - Talked to Alejandro about OMG writeups
 - Attended SSSC retreat
 - Met with Larry Resendez about spring semester. Said he was interested in working with ASO
- **Christopher Martinez, Treasurer:**
 - Completed preparations for Operation Mission Gratitude
 - Held operation Mission Gratitude at the Sylmar Neighborhood Council
 - Returned all funds to Accounts for Operation Mission Gratitude ○
 - Attended Guided Pathways meeting 12/10/18
- **Briana Garnica, Executive Administrator:**
 - Switched governance committee meetings with Hassan
 - I will now be attending the Facilities and Planning committee
 - ASO Marketing Meeting on Wednesday 16th @ 10:30-11:30am
 - Completed all ASO meeting minutes
- **Zara Cohen, Parliamentarian:**
 - Spoke with campus librarian about making "El Cinco De Mayo: An American Tradition by Dr. David Hayes-Bautista the campus book for the school- more details after follow-up
 - Spoke with the Museum of Tolerance regarding group rates, parking and tour information for Holocaust Remembrance Day
 - No Office hours held due to the Winter Break.
 - No Shared Governance Committee Meetings have taken place due to the Winter Break.
- **Hassan Waalukonde, Accessibility Senator:**
 - Excused - No report
- **Whitney Gates, Health Senator**
 - Shared governance committee meeting was cancelled for December 27
 - Will be attending S.G.C meeting on Jan 30th, 2019
 - Started to plan for a Health Fair
- **Madison Pfau, Administration Senator**
 - Helped ASO wrap gifts for Operation Mission Gratitude
 - Shared my availability for Spring semester

VI. Standing Items:

- **Appointment of E-board/Senators Confirmation (Oath):**
- **Club Charter/Status:**
- **Shared Governance Committee**
 - Chris Martinez will report back what occurred next meeting for his shared governance committee
 - Whitney' Gates - Technology Meeting got canceled for January 30th
 - Beatriz Espinoza & Victoria Pfau attended SAC meeting

VII. Committees:

- **ASO Marketing Committee**

- **Chair: Briana Garnica**
- **Co-Chair: Christopher Martinez**
- **Student Representative: Hassan Walukonde**
 - First meeting will be held January 16th in ASO Conference room @ 10:30-11:30am
 - Victoria Pfau wants to incorporate the website and instagram page to promote ASO more
- **Operation Mission Gratitude**
 - **Chair: Victoria Pfau**
 - **Co-Chair: Christopher Martinez**
 - **Student Representative: Hassan Walukonde**
 - Successful event as 14 families were granted with a Holiday Dinner
 - Treasurer will reach out to Mental Health Awareness Club regarding the donation they made towards the event
 - Victoria will create a write-up explaining how Operation Mission Gratitude went
- **Guided Pathways**
 - Chris Will report back next ASO meeting
 - Treasure moved to dissolve guided pathways to report in shared governance committee ■ Motion made and seconded, passed unanimously
- **ASO Elections**
 - **Chair- Beatriz Espinoza**
 - **Co-Chair- Victoria Pfau**
 - **Student-Rep- Christopher Martinez**
 - A change was made as Christopher Martinez will take the title of student representative in the ASO Elections Committee
 - Still do not have a set date of when the committee will meet

VIII. New Business (5 minutes per topic will be enforced)

- **Random Acts**
 - National Event that takes place February 17th
 - Blue Buckets- pertaining of positive notes
 - Spread reminders around campus
 - Have testimonials of students sharing acts of kindness
 - “Be Kind” Stickers
 - Possible tabling for event and making of poster
 - Vice President moves to allocate no more than \$300 from all college to make this event happen
 - Motion made and seconded, passed unanimously
 - Date is still tentative for the event
 - Vice President moves to extend time for 2 more minutes
 - Motion made and seconded, passed unanimously
- **ASO Office**
 - Want to possibly redecorate the ASO Offices
 - Treasurer moves to allocate \$800 from General Operations for the redecorating of the offices
 - Motion made and seconded, passed unanimously
 - Treasurer moves to extend time for 2 more minutes
 - Motion made and seconded, passed unanimously
 - This will be taking place on a Thursday evening (date to be determined)
- **Campus Maps**
 - Possible ideas of a digital map
 - Temporary signs
 - 6x3 banners want to be displayed around campus
- **ASO Social Media**
 - Vice president moves to dissolve ASO social media to be discussed under Marketing Committee ■ Motion made and seconded, passed unanimously
- **Textbook Accessibility**
 - ASO would like to figure out a possible way for students to sell used or new textbooks to other students around campus
- **Cash for College**
 - Will take place Sat. 26th at 9am-1pm in the campus center
 - Students will be able to apply for financial aid
 - Treasurer makes a motion to attend & table for event
 - Motion made and seconded, passed unanimously
 - Victoria adds that she may be able to go help out for a bit as well
- **Clothing Initiative**
 - ASO wants to possibly take clothing donations

- Victoria wants to get in contact with East LA community college regarding their clothing drive
- **LAPD Community Outreach**
 - Will have an event January 15th at 1:30pm
 - Date will be determined for future events

IX. Old Business

- **ASO Supplies**
 - Merchandise will also lie under ASO supplies
- **ASO Merchandise**
 - Treasurer moved to merge ASO Supplies and Merchandise together
 - Motion made and seconded, passed unanimously
- **Pacoima Holiday Parade**
 - A report was given in which stated that clubs participated in the event
 - Vice President moves to dissolve Pacoima Holiday Parade from the agenda
 - Motion made and seconded, passed unanimously
- **California Wildlife Relief**
 - Checks have been received and will be mailed
 - Mr. Crossley has asked Victoria to do a short write-up to send along with the checks
- **ASO Retreat**
 - Sky Zone on January 17th at 3:30pm
 - Time has been moved to 4pm
- **Accessibility Resolution**
 - Accessibility resolution was approved
 - Vice President moves to dissolve this item from the agenda
 - Motion made and seconded, passed unanimously
- **Cinco de Mayo**
 - Zara Cohen spoke to librarian about possibly purchasing a book to add to the libraries collection
- **Holocaust Remembrance Day**
 - Tolerance Day on January 27th
 - Date for event will be determined
- **Health Fair**
 - Whitney has been in contact with UCLA Sex Squad about possibly doing an event at Mission
 - Check when the UCLA Eye Exam is available to come to Mission
 - President moves to assign this event under committee
 - **Chair - Whitney Gates**
 - **Co-Chair- Briana Garnica**
 - **Student Rep.- Madison Pfau**
 - Dates of when meeting will occur will be determined
 - Will look for when is Health day to tie in this event with the month
- **ASO Spring Meeting times**
 - Still Tentative but meetings may occur Friday mornings from 8-10am
- **Welcome Week Spring 2019**
 - Welcome week will occur February 4th through the 7th
 - President moves this item to a committee
 - **Chair- Victoria Pfau**
 - **Co-chair- Christopher Martinez**
 - **Student Rep.- Madison Pfau**
 - Treasurer moves to use the funds allocated for Welcome Week
 - Motion made and seconded, passed unanimously

X. Announcements:

- On January 24th the Sunland Church will be hosting a Human Trafficking Awareness Event
- March 23rd the LA MARathon will take place
- Chavez Ravine Play is in need of helpers want more info go onto LAMC.com
 - Interviews will be held for positions

XI. Adjournment:

- Treasurer moves to adjourn the meeting at 12:13pm. Motion seconded, passed unanimously.

President, Beatriz Espinoza

LAMC Associated Student Organization

(Date of Approval)

Executive Administrator, Briana Garnica LAMC Associated Student Organization (**Date of Approval**)