



**I. Call to Order:** A meeting of the Associated Student Organization was held at Los Angeles Mission College, Sylmar, CA, on **November 6th, 2018** in the ASO Conference Room #2. The meeting convened at **5:04 PM**.

**II. Quorum: 4/5**

**Executive Board:**

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President, Beatriz Espinoza

Vice President, Victoria Pfau

Treasurer, Christopher Martinez

Executive Administrator, Briana Garnica - Minutes taken by Vice President in absence of Executive Administrator's presence  
Parliamentarian,

**Senators:**

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Social Activities,

Publications,

Recruitment,

Fundraising,

Marketing,

Educational Services,

Technology,

Political Affairs,

Community Relations,

Security Services,

Athletics,

Historian,

Administration,

Health,

Accessibility, Hassan Walukonde

**Advisor:**

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Robert Crossley, ASO Advisor

- Vice President moved to recess meeting from 5:04-5:14 pm.
  - Motion seconded, passed unanimously.
  - Meeting resumed at 5:14pm.

**III. Review and Approval of Minutes**

- Treasurer moves to table renewal of minutes for 10/30 until next meeting, November 13th.
  - Motion seconded, passed unanimously.

**IV. Open Forum:**

- Opened: 5:19 pm
- Closed: 5:19 pm

**V. Officer, Advisor, President Report:**

- **Robert Crossley, ASO Advisor:**
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- **Beatriz Espinoza, President:**
  - Held Office Hours
  -
- **Victoria Pfau, Vice President:**
  - Held office hours
  -
- **Christopher Martinez, Treasurer:**

- Held Office Hours
- **Briana Garnica, Executive Administrator:**
  - Held office hours
- **Hassan Waalukonde, Accessibility Senator:**
  - Held office hours

#### **VI. Standing Items:**

- **Appointment of E-board/Senators Confirmation (Oath):**
  - Zara Cohen will be Parliamentarian
  - Whitney Gates will be ASO Health Senator
  - Madison Pfau will be Administration Senator
- Vice President moves to appoint Zara Cohen to the position of Parliamentarian.
  - Motion seconded, passed unanimously.
- Treasurer moves to resume the orders of the day to go back to shared governance committees.
  - Motion seconded, passed unanimously.
- **Club Charter/Status:**
  - Re-charter for STEM Health and Science Club
    - Vice President moves to approve the re-charter of the STEM Health and Science Club.
      - Motion seconded.
      - Crossley stated that they need to be aware that access to club funds are merit-based.
      - Motion passed unanimously.

#### **VII. Committees:**

- **ASO Marketing Committee**
  - **Chair: Briana Garnica**
  - **Co-Chair: Christopher Martinez**
  - **Student Representative: Hassan Walukonde**
  - Chair absent, haven't met recently
    - Treasurer discussed the breakdown of t-shirts
    - President stated that we can discuss the t-shirts under ASO supplies
    - Crossley shared banners that LA City College uses to promote their mission statement and goals, recommended marketing committee discuss this.
- **Operation Mission Gratitude**
  - **Chair: Briana Garnica**
  - **Co-Chair: Victoria Pfau**
  - **Student Representative: Christopher Martinez**
  - Chair Briana Garnica absent, Vice President delivered the report.
  - Clubs have been assigned to task teams.
  - Decided on menu for families.
  - President stated that Richard from the Veterans Club reached out to her about how his sister is currently collecting jackets for OMG.
  - President contacted Drama Club about recruitment of families, they are working with a non-profit organization to do so.

#### **VIII. New Business**

- Dr. Villanueva:
  - ASO President reached out to him, but couldn't get in touch so he was not present at this meeting to discuss the video game machines.

#### **IX. Old Business**

- **ASO Supplies---** No Report

- **ASO Merchandise**
  - Treasurer stated that we voted to order 500 shirts
    - ASO Student worker did inventory that indicated we have roughly (75) smalls, (50) mediums, (54) large, (88) extra-large, (82) 2x large, (62) 3x large.
    - Treasurer moves to divide the 500 shirts to be (75) smalls, (100) mediums, (100) large, (100) extra-larges, (63) double X, and (62) triple X. Motion seconded.
    - Vice President moves to amend the motion to divide the 500 to be 80 smalls, 130 medium, 130 large, 100 x large, 30 double large, 30 triple large.
      - Motion amended, motion to amend passed unanimously.
      - Motion passed unanimously.
  - Vice-President moves to order the t-shirts in navy blue.
    - Motion seconded. Discussion:
    - Treasurer stated that the previous blue shirts were too rough and when we reorder, they should be softer.
    - Crossley asked us to send him specific information in an email about what shirts we want. Motion passed unanimously.
- **Guided Pathways**
  - Treasurer attended the Guided Pathways committee meetings on Monday, November 5th.
  - Guided Pathways has no applications submitted for their student worker position.
  - Crossley stated that Guided Pathways should promote that position in the Career Center through Claudia Ramirez; the Career Center director.
  - Treasurer stated that Guided Pathways has a facilitator position open.
  - LRC is having a student voices panel, no more information provided on this.
  - Looking to create a program mapper, helping students pursue their career step-by-step.
- **ICC Law Enforcement Appreciation**
  - November 13th, 2018 at 2-3pm
  - Vice President got thank you card in the mail
- **Gina Romo ( Foster Care)**
  - Should be Foster & Kinship Care Education on agenda
- **ASO Website**
  - Vice President stated that we would like to have a page on our website devoted exclusively to clubs with photos and a master calendar of our events and that she shared this with Alejandro at our ICC meeting on 11/06
  - Crossley stated that there's a new app to GradGuru, which other schools have implemented.
    - President will add GradGuru to agenda and will ask Christine Gonzalez from METAS to come and hold a future discussion
- Vice President moves to suspend the orders of the day to move back to standing items, the appointment of e-board and senators. Motion seconded, passed unanimously.
- **Shared Governance Committee**
  - Shared governance committee meetings: 8 committee meetings, President stated that President Perez is looking for ASO members to sit at the student resource center/panel.
  - Board of Trustees meeting is November 14th.
- **November Elections**
  - Vice President moves to dissolve November Elections from the agenda.
    - Motion seconded, passed unanimously.

**X. Announcements:**

- Vice President announced that Cabaret opens on November 8th. Crossley announced that there is no school November 12th.

**XI. Adjournment:**

- Treasurer moves to adjourn the meeting at 6:44pm. Motion seconded, passed unanimously.

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**President, Beatriz Espinoza**

LAMC Associated Student Organization

**(Date of Approval)**

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**Executive Administrator, Briana Garnica**

LAMC Associated Student Organization

**(Date of Approval)**