

Associated Students of Solano College
Regular Meeting
MINUTES

October 8, 2013 12:31-3:57
Solano Community College
4000 Suisun Valley Road
Student Union Building Room 1421
Fairfield, California

I. CALL TO ORDER

President Johnson called the meeting to order at 12:31pm .Secretary Collins took the minutes.

II. SEATING AND OATH

No Seating or oath at this time.

III. OFFICIAL ROLL CALL

Executive Board Members Present:

Gabriel Johnson, Latifah Alexander, Jesirae Collins, Jonathan Alexander-Barkley, Leilani Quesada

Senators Present:

Casey Bess, Dulce Walton, Tony Guevara, Joleena Lewis, Christian Ogden, Kyle Todd.

Associates Present:

Nancy Lua, Mel Sancada

Quorum achieved with 6 of 10 seated Senators present.

Senator Baig checks in at 12:36pm.

Senator Thomas checks in at 12:36pm.

Senator Jaramillo checks in at 12:36pm.

IV. APPROVAL OF AGENDA

- A. October 8, 2013
Motion to approve the Agenda for October 8, 2013 b y Senator Ogden. Second by Senator Todd. **Motion passes (9,0,0).**

PRO Alexander-Barkley exits at 12:39pm.

V. APPROVAL OF MINUTES

(5:00 Minutes)

- A. October 1, 2013
Motion to approve the minutes for October 1, 2013 by Senator Todd. Second by Senator Ogden.
Motion to amend the motion to strike out the fictitious statement in Item XIV and to approve the minutes as amended by Senator Ogden. Second by Senator Guevara. **Motion passes (9,0,0).**
Motion to further amend the minutes to strike out “closed session” and replace with “board study session” in Item XIII by Senator Baig. Second by Senator Bess. **Motion passes (8,1,0).**

Motion to approve the minutes as amended by Senator Todd. Second by Senator Ogden. **Motion passes (8,1,0).**

VI. PUBLIC FORUM

Member of the public, Andrea Cato from the student health center reports that due to a shortage of nurses they will not be giving out flu vaccines. She has a list of centers that will be giving out flu vaccines. Also, due to the lunch peak hours putting a high demand on the health center microwave, the nurses are requesting a second microwave be placed in the cafeteria to avoid possible HIPAA violation.

Gabriel Johnson reports that his coworker is in need of a computer science tutor. The tutor must have knowledge of computer programming and accommodate one on one tutoring at the student's home. The tutoring job will pay \$15-\$20 per hour for this part time position. Let him know as soon as possible if anyone is interested.

Naser Baig reminds everyone that the bone marrow drive is tomorrow and Thursday. He requests that ASSC member announce it to their classes to aid in getting the word out. Volunteers should let him know if they have any questions on scheduling or tasks.

Motion to suspend the orders of the day and move to Item X. C by Senator Guevara. Second by Senator Bess. **Motion passes (9,0,0).**

VII. INSTRUCTOR'S REPORT

A. Felipe Wilson

Professor Wilson informs all students in the Political Science 50 class that they will receive the midterm exam next Tuesday. The exam will be a take home exam and includes both multiple choice and essay questions. The multiple choice questions cover parliamentary procedures, Robert Rules, the Brown Act and shared governance. The essay questions will consist of leadership questions. The exam will be due on October 25 and can be emailed to him when complete.

Professor Wilson reminds the senate to continue to stand when preparing to make a motion. They should wait to be acknowledged by the chair and after presenting their motion write down the motion and give it to Secretary Collins.

He also expresses the need for students to turn in their weekly office hour sheets. Students who do not turn in their weekly office hours will receive a negative impact on their grade.

Professor Wilson thanks everyone for taking a leadership role in staffing the workroom.

He also needs registration forms for CCCSAAA conference and liability forms from the college also need to be completed.

PRO Alexander-Barkley enters at 1:13pm.

VIII. ADVISOR'S REPORT

A. Jose M. Ballesteros

Advisor Ballesteros addresses the issue of people going in/out of the meeting. It is necessary to minimize entering/leaving the meeting and for Senators to only leave in emergency situations. This is important in order to keep quorum during the meeting.

He informs the senate that he has been contacted about having students help out around campus.

1. He has been asked for a group of students to give feedback on the Solano Community College website.
2. There is a Counseling 101 video being put together and students are needed to present the information.
3. There is a former ASSC member who would like to have a standing Technus committee. A Mission Statement has been put together and they are hoping to reactive that committee. The same student also would like to establish a Student Riders Committee. There has been a drop of enrollment due to transportation issues. Their goal will be to negotiate a potential discount on public transportation to Solano Community College students.

Advisor Ballesteros also reports that he took a look at the 100 building bulletin boards and it has been really well taken care of. He reminds those in charge of the bulletin boards to take down all outdated posters and items not stamped by SDO. Posters with no dates should not be posted longer than one month.

IX. ICEBREAKER

A. Latifah Alexander

Trustee Alexander leads the group in a team-building exercise. The moral of the exercise: team work and communication.

X. INFORMATION ITEMS

(10:00 Minutes per item)

A. Disabilities – Angela Apostal

Angela Apostal is absent when her item is called to be reported.

Angela Apostal works for the Disabilities Services Program. The program's emphasis is on the services and what can they provide for the student. Their phone number is 707-864-7136. Many of the students in their program have been referred to the program by different sources including high school guidance counselors, doctors, faculty members and word of mouth. There is an orientation which students attend for the DSP. Federal and State law regulations require that if a student comes the college, the institution is required to help them, provided they ask for help and provide the necessary documentation for their specific condition. The school is not allowed to put a cap on the program. Due to laws based in civil rights, regardless of funding, the college must serve the students. There are many students with hidden disabilities that can benefit from the program. What type of services does the program provide? They will look at the documentation and determine education limitations and how the disability may affect the student's learning. The program will help to provide accommodations to cut back on the negative impact of the disability for that person. Based on education limitations, a counselor will help to work on strategies and accommodations for that student. The students must take ownership of their disabilities and ask for help in order for the DSP to assist them. The flip side to adversity is that there is always a gift.

Motion to resume the orders of the day by Senator Baig. Second by Senator Jaramillo. **Motion passes (9,0,0).**

B. Solano County Get Out The Vote – Carla Y. Tillman

Carla Tillman is representing the Solano County Alliance whose goal is to increase the turnout of young voters. They strive to ensure that individuals ages 18-29 receive knowledge about voting including how to register to vote and how and where to vote. They also provide the materials to register and to vote. There are several alliance members including businesses, educational organizations, media and individuals who are running for office/elected officials. Radio and televisions members help to spread the word. Studies have shown that when individuals start voting at a young age, this starts a lifelong habit of voting. GOTV would like to have a series of events on campus. The last day to register to vote is October 19 and the day to vote is Nov. 5th. GOTV needs volunteers to participate at high school mock voting events. GOTV is a non-partisan organization and they will provide the registration materials at the events.

Motion to suspend the orders of the day and return to item X-A by Senator Ogden. Second by Senator Baig. **Motion passes (9,0,0).**

C. SCOE MOU – Leigh Sata

Leigh Sata is the Measure Q Bond chair and has been working with the Solano County Office of Education to propose a Memorandum of Understanding with ASSC's feedback to take to the board for consideration. He has been collaborating with Jay Speck and Lysette Australia-Henderson from the Solano County Office of Education along with Barbara Pavao, the Dean of Counseling at Solano Community College. Solano Community College was approached by SCOE with a request to build a three classroom building on the Vacaville campus. The classroom would be used for adults in transition, between the ages of 18-22. Their plan is to add three additional classrooms and possibly a kitchenette to the Vacaville annex which currently has eight classrooms.

Mr. Speck states that when students turn 18 and 19 they get a certificate of completion but are still entitled to special education until the age of 22. This is called their transition period which provides them the opportunity to transition into the community. What better place for them to do that than at a community college? Students would be Vacaville/Dixon residents and would remain at the college until they are 22. The focus would be community based programs, jobs on campus and opportunities to be involved with their peers. The programs are currently at Elm School (formerly an elementary school) in Vacaville and the Larsen center (which is a preschool site). The classes teach life skills and vocational training such as clerical, custodial and food services, etc. SCOE would pay for the classrooms and ongoing maintenance fee. The project would be cost neutral to the college. After the program some students transfer into adult programs or while other may become independent. Vice President Castillo checks in at 12:57pm.

They will be meeting with Shared Governance Committee tomorrow. They are planning to take the MOU to the board in November. The proposed MOU would be a huge improvement over the current situation that the students find themselves in.

Motion to resume the orders of the day by Senator Ogden. Second by Senator Walton. **Motion passes (9,0,0).**

D. I.D. Promotion Website – Jose Ballesteros

Advisor Ballesteros has been in contact with Jenkins advertising. Jenkins advertising is taking all of the Solano/ASSC logos off the website so that there is no affiliation. Advisor Ballesteros would like to know if ASSC would like to use Jenkins' ID Promotion website site or start their own website. Jenkins is willing to come in and present the website to ASSC. Senator Bess suggests replacing the ID machine first before promoting the ID's. Senator Ogden states that the Jenkins website was really abysmal. Treasurer Quesada informs the senate that she found a contract between Shasta College and discounts at local businesses. The ASSC would have to court local businesses one by one. Senator Baig believes that ASSC can build a program from scratch and he offers to build the website. He suggests approaching the Fairfield downtown business association or Vacaville Commons to possibly get a group discount. Senator Lewis questions if Jenkins has made any money off of the website and if so we should bring it to Solano Community College's legal department for action. Advisor Ballesteros is monitoring the website to make sure the changes are made. He will be forwarding the information to the college's legal department and alerting them to the situation.

E. MTV-U – Jose Ballesteros

MTV-U has approached SDO to see if the college is interested in bringing MTV-U to our campus. They would provide the televisions to broadcast MTV-U. The channel is centered around college students and current events relative to students. They are pitching to provide the service to the campus, along with all of the equipment. Solano would be providing the electricity. The MTV-U representative is willing to come speak with ASSC. Advisor Ballesteros is looking to see if there is a general interest from ASSC to have the program on campus. Treasurer Quesada questions the programming for the channel. Advisor Ballesteros states that the programming varies but includes elections, programming for veteran students and that the channel is centered around student life.

Student Trustee Alexander exits the meeting at 1:55pm.

Associate Lua exits at 1:57pm.

Senator Lewis exits at 1:57pm.

Senator Bess would like to know where the televisions would installed. The plan would be to start with televisions in the student center and probably the cafeteria, with the possibility of adding televisions to other venues at a later date. . Senator Bess also asks about the ability to try out the service and decide not to use it. Advisor Ballesteros states that the contract would have ability to opt out. Senator Thomas states that he does not like MTV but he is interested to see the programs. Senator Guevara states that he has seen a few of the programs

and enjoys them. He thinks it is a good idea and could benefit students especially during the elections with providing voting information. Only 4-5 minutes per hour will be allotted to show announcements for the college on those televisions. President Johnson asks about a demo website. Advisor Ballesteros states that there is an MTV-U website and also the possibility to view the set up at other local colleges. The previous ASSC thought MTV-U might be a distraction to the students. Senator Ogden expresses concern about MTV getting benefits from advertising. Senator Bess states that he thinks the televisions will take away from socializing. Treasurer Quesada asks about the ability to filter the programs, but Advisor Ballesteros states that we would not be able to do that. Senator Jaramillo asks about any damage to the equipment and Advisor Ballesteros states that MTV-U will be taking care of all of those costs.

F. Orgsync – Jonathan Alexander-Barkley

Motion to suspend the rules and allow PRO Alexander-Barkley to have unlimited time on his presentation by Senator Baig. Second by Senator Jaramillo. **Motion passes (7,1,0).**

PRO Alexander-Barkley arranges for a conference call with Nathan Renner– Orgsync background: Orgsync is a community database designed to connect students/clubs, promote events and manage the student population on campus. Nathan Renner shows a demo of the Orgsync website. Orgsync will build a campus community for Solano. The community home page has everything on campus and includes promotion banner. The news feed will be personalized according to the student. Organizations and events will show according to the organizations which the student is involved with. Club forms can be reviewed and stored online with no need to print and fill out. Students have the ability to choose how to receive messages: by email, phone or text. “My tools” manages the student’s experience. Studies have shown that students with an e-portfolio link on their resume have a 30% greater chance of getting called back for an interview. All events that the student participates in will be recorded and Orgsync will build a transcript to include those events when the student transfers. Orgsync is also partnered with indeed for students to search local jobs. For students involved in student government, there are contact books that will save your contacts for board members that follow in your position.

Senator Guevara exits at 2:26pm.

Treasurer Quesada exits at 2:28pm.

Senator Ogden asks about support. Nathan states that they will support it and IT will not be involved except to assist them initially with Student ID numbers. After that, IT’s involvement is nominal. Orgsync has a helpdesk for additional support.

Senator Jaramillo exits at 2:30pm.

There is also the possibility to swipe ID cards on a laptop to monitor attendance at meetings/events. Timesheets will keep track of the student’s hours.

Senator Jaramillo enters at 2:33pm.

Senator Todd exits at 2:33pm.

Orgsync also has a mobile component that is available and a store function for merchandise, t-shirts and fundraising.

Senator Todd returns at 2:37pm.

Senator Walton exits at 2:39pm.

For privacy, Orgsync uses a single socket layer encryption, which is a higher level of encryption than even Bank of America uses.

The pricing for Orgsync will be determined by how many portals are needed. The quote to get it going is \$6500/year with the first year being more expensive, approximately \$12,000.00, to include for onsite training and setup.

Senator Walton enters at 2:42pm.

The school will be assigned a consultant who will help with the initial training. Weekly training online is free of charge. Any follow up questions can be emailed to Nathan@orgsync.com.

Senator Bess expresses concern about students using the service. PRO Alexander-Barkley states that he would like to make it a requirement for students and faculty members to use. Senator Ogden questions who will be paying for it, the school or ASSC? PRO Alexander-Barkley states that he would like to get the administration to pay for it since it will be a school-wide service. He also asks about the pricing and if the PRO compared pricing with any similar services? PRO states that he has only compared it to ours. Senator Bess asks how much our system costs? PRO does not know but Senator Baig states that he will find out. Senator Baig informs the senate that the college recently entered into a contract with Omni update and it cost a significant amount. He suggests that if we could get the college to pay for Orgsync that would be ideal.

XI. ACTION ITEMS (10:00 Minutes per item)

A. PRO Camera – Jonathan Alexander-Barkley

Motion to reimburse PRO Alexander-Barkley for the full amount of the camera as stated in the info item last week by Senator Baig. Second by Senator Todd. **Motion passes (7,0,0).**

B. Theater Show Opening Night – Casey Bess

The theater department is requesting ASSC host an opening night BBQ for their production “A Golden Fleecing.” They would like the BBQ to begin at 6:00pm, they will need ASSC to provide a BBQ to use with a budget not to exceed \$150 and volunteer ushers to help with the even. They are contemplating the possibility of inviting GOTV to attend.

Motion to have ASSC host a BBQ for “Golden Fleecing” with a budget not to exceed \$150, borrow ASSC BBQ and have volunteers from ASSC by Senator Bess. Second by Senator Ogden. **Motion fails (2,5,0).**

Opening night is Nov. 1st at 6:00pm.

PRO Alexander-Barkley exits at 3:04pm.

Senator Todd asks if we have a budget item allocated for this type of event.

Motion by Senator Ogden to call to the question. Second by Senator Jaramillo.

Motion to have ASSC host a BBQ for "Golden Fleecing", borrow ASSC BBQ and have volunteers from ASSC by Senator Bess. Second by Senator Todd. **Motion passes (7,0,0).**

XII. COMMITTEE REPORTS (3:00 Minutes per item)

A. *Activities Committee: Casey Bess*

No Activities Committee Meeting was held due to agenda posting issues.

B. *Inter-Club Council: Arturo Castillo*

ICC had a meeting on Thursday. V.P. Castillo presented the webpage for ICC. Any events going on campus are posted. Geff Freire presented how to use mygroups for individual clubs. He offers help to any clubs on how to use mygroups. Clubs presented their reports, welding club event coming up.

C. *Public Relations Committee: Jonathan Alexander-Barkley*

Absent.

D. *Budget Committee: Leilani Quesada*

Absent.

XIII. DIVISION REPORTS (2:00 Minutes per item)

Governing Board: Naser Baig

Motion to extend his report by 10 minutes by Senator Baig. Second by Senator Bess. **Motion passes (7,0,0).**

Governing board meeting –

1. Memorandum of understanding with channel 26.
2. Presentation on Jimmy Doolittle Center MOU. Solano Community College will pay 1.6 million for 11 acres of land in Vacaville. College will share the cost with Jimmy Doo Little Museum, about \$800,000.00 plus any encumbrances. If the center is not viable in 5 years the college will have the option to buy the land.
3. Academic senate made a presentation during public forum. Resolution passed condemning the actions of the governing board, specifically regarding changes to the curriculum. ASSC has not had anyone at the curriculum meetings in a quite some time. The curriculum committee proposed English 001,002, 004 have in increase in units from 3 to 4. Total units for each course would be 5 units due to linkage from Library Resources 10 co-requisite. The Academic senate tried to make changes to curriculum however, V.P. Diane White vetoed the process. Increased units put an increased burden on the students for several reasons including 90 unit max timeframe and financial aid complications. Academic senate wrote a resolution which stated that the curriculum committee has been ignored and the Board of Governors has rejected the process performed by the committee, ignored the process of presenting to Board of Governors and ignored the process of presenting to faculty. There has been an entire movement to change the curriculum of basic courses with zero input from the students. There has only been about a 2% increase with student success since implementing the LR-10 co-requisite. Retention in English 001 has remained stagnant and actually dropped with having the two tied together. If LR-10 would be found to be ineffective, the college would have to reimburse all of the students who enrolled in LR-10 in 2007 when it was implemented.

Business Services: Kyle Todd

ASSC has received the two checks from Barnes and Noble today. Student Trustee Alexander has looked into the student center fee of \$10 and what the money is being used for. In 2010 all of the money was used, 1.4 million was loaned from measure G bond to renovate the 1400 building. All of the student center fees are going to paying that loan back. Julian will provide him with the concrete numbers. He reminds that we can go through Shemila Johnson to advertise on the TV's in 1400 building. He will be attending the shared governance meeting tomorrow from 2:00-4:00 at 360 campus lane.

Math and Science: Casey Bess

Senator Bess went to the faculty meeting on Thursday. He was able to introduce himself to the faculty. Issues with Measure Q were discussed. Leigh Sata gave a presentation. There seemed to be a lot of annoyance within the faculty. Faculty members had given all their suggestions and input to one architect. This architect has been replaced and the new architect is not going to be using their input. Professor Re and Professor Santiago expressed their disappointment with the new plans.

Senator Baig exits at 3:39pm.

Diversity Affairs: Luis Garcia

Absent.

Health and Kinesiology: Christian Ogden

There will be two home games this week. A women's volleyball game tomorrow, Wed. 9th at 6:00pm and a women's soccer game on Friday the 9th at 3:30pm.

Student Services: Maria-Alejandra Jaramillo

Senator Jaramillo attended a meeting with dean of counseling, Barbara Pavao. They are looking for ways to encourage continuing students to attend the currently scheduled workshops instead of creating new workshops. Also, the election committee will have a meeting next week in order to approve the election calendar.

Social Sciences: Tony Guevara

Absent.

Career Tech Ed: Dulce Walton

Spoke to Dean. The automotive technician program is being restarted. It is currently hosted at Armijo. The evening class has about 24 students. This is different than the auto body class. The dean is looking for potential sites to have this program outside of the high school campus. She also spoke about hiring part time counselors specifically for the career tech department.

Senator Baig enters at 3:42pm.

The Haunted House admission fee will be 50 cents for those with student ID's and \$1.00 for the public. There will be a designated area for kids. It will be held from 6pm-1am on Oct. 19, 20, 26, 27 & 31. They are still looking for volunteers to help out.

Fine and Applied Arts: Wesley Thomas

Senator Thomas has spoken with the Channel 26 TV station and they need to fill space. In exchange the students would have access to equipment. Channel 26 would broadcast student films. Toni Murray informs the senate that anyone can get trained to use the equipment and they don't have to be a film student. Senator Thomas also spoke to the dean of liberal arts. They have an interim dean right now and will get back to him about meetings.

Business Senator: Joleena Lewis

Absent

XIV.	EXECUTIVE BOARD REPORTS	(2:00 Minutes per item)
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President: Gabriel Johnson

Motion to extend President report to 5:00 minutes by Senator Baig. Second by Senator Ogden. **Motion passes (7,0,0).**

Senator Thomas exits at 3:45pm.

President Johnson sent out an email to everyone with the funding request criteria. He would like to get feedback by Thursday. He also sent out a Dean's list with contact info for important people to contact for specific departments.

Senator Thomas enters at 3:47pm.

President Johnson met with V.P. White who wants to have a town hall meeting – collective between faculty/students. The topic will be what makes students successful? The boards which have been posted by ASSC have made faculty members see that they are not in tune with what the students need/want. Our goal is to improve and enrich student experience and improve student success on campus. President Johnson suggests all ASSC members look into Title V. Changes made have to show significant increase in student success. The academic committee is trying to increase credits and no school has shown that increasing credits coincide with increased student success. Significant achievement

A study was performed which showed that 1/500 African American students make it from English 001 to English 002 and 25/500 white students make it from English 330 to English 002.

President Johnson suggests going in numbers to meetings to make a statement, especially going to the curriculum meeting as a group.

Vice-President: Arturo Castillo

V.P. Castillo attended the Kaiser event on campus this weekend. A lot of faculty and staff participated. The event was a training event for Kaiser staff. There are pictures on ASSC Facebook page. V.P. Castillo amended the funding request criteria form and will email the new document to ASSC members for feedback.

Student Trustee: Latifah Alexander

Absent.

Secretary: Jesirae Collins

Secretary Collins met with Geff Freire for Mygroup training. She will be posting all important documents to Mygroups as an additional backup source for ASSC documents. The only way to access these documents will be to join ASSC on Mygroups.

Public Relations Officer: Jonathan Alexander-Barkley

Absent.

Treasurer: Leilani Quesada

Absent.

President Johnson reports that Treasurer Quesada is working on budget items from July, Aug & Sept.

Legislative Advocate: Charlene Alimboyao

Absent.

XV. ANNOUNCEMENTS

Dean Yu has asked Senator Bess to be his “complaint guy” for students. Let Senator Bess know if you have a complaint and he will forward to Dean Yu.

Senator Ogden states that there will be an event for veterans on October 15. Students must register by Wednesday in order to volunteer.

Senator Bess says he is going to lunch after this if anyone wants to join him.

XVI. OPEN DISCUSSION

Senator Baig informs ASSC that associate votes will need to be counted during the meetings.

XVII. UPCOMING AGENDA

XVIII. ADJOURNMENT

Motion to adjourn the meeting by Senator Todd. Second by Senator Jaramillo. **Motion passes (7,0,0).**
Meeting adjourned at 3:57pm.