I. Call to Order
II. Roll Call
III. Adoption of the Agenda
IV. Approval of the Minutes
V. Officer Reports
   A. President
   B. Vice President
   C. Director of Legislation
   D. Director of Communications
   E. Director of Events
   F. ICC Chair
   G. Senators
   H. Committee Reports
      I. ASLPC Advisor
      J. Student Trustee

VI. Guest Speakers: NONE
VII. Public Forum
VIII. Old Business
      NONE

IX. New Business
    A. Welcome
    B. Syllabus and Expectations
    C. Appointed Positions
    D. Welcome Week Debrief
    E. Prep 2 Pass Debrief
    F. Explore Debrief
    G. Petty Cash
    H. Budget Committee
    I. Office Etiquette
    J. Pool Party
    K. Transfer of Funds
    L. Ribbon Cutting Ceremony
    M. Follow Ups
    N. Letters and Resolutions

X. Reflection
XI. Announcements
XII. Adjournment
Associated Students of Las Positas College  
General Meeting  
Friday, August 23, 2013  
1:00P.M. - Adjournment

I. Mr. Southorn called the meeting to order at 1:00 PM.

II. Roll Call

Officers:
- Christopher Southorn
- Ignacio Cortina
- Christy Byrd
- Kevin Lopez
- Nico Portugal
- Paulina Reynoso

Senators:
- Armrinder Kaur
- Brandon Byrne
- Brenton Arndt
- Cody Peterson
- Colleen Redmond
- Danielle Coleman
- Eric Bolin
- Gabriel Nieto
- Jed Tabernero
- Jessica Samorano
- Karm Randhawa
- Katia Dadgar
- Olga Salgado
- Rafi Ansari
- Roy Tursonzadah
- Shah Fesharakizadeh (UNEXCUSED LATE)
- Shanan Sahota
- Thuy Tran
- Yuan Chuang

Class Members:
- Chanddeep Singh
- Charanjit Singh
- Erandy Camacho
- JiaJun Chen
- Monica Quinlan
- Monserat Hernandez
- Ravinder Singh
- SheraZad ZarrinFar (UNEXCUSED LATE)
III. Adoption of the Agenda

- Mr. Byrne moved to adopt the agenda with the following changes:
  - Move New Business item D. Welcome Week Debrief to after New Business Item F. Explore Debrief.
  - Change ROSS in New Business item I. Office Etiquette to LOPEZ.
- Ms. Redmond seconded
- Motion to adopt the agenda with said changes passed unanimously

IV. Approval of the Minutes

- Mr. Portugal moved to approve the minutes from the May 17, 2013
- Mr. Byrne seconded
- Motion to approve the minutes passed with three abstentions

V. Officer Reports

A. President:
   Mr. Southorn stated that he had been going to the board of trustees meeting and that he also participated at the Presidential Hiring committee. He also stated that he participated at Explore and at Welcome Week. He also stated that he assisted in the office for the Textbook Loaner Program.

B. Vice President:
   Mr. Cortina stated that he participated at Explore and Welcome Week. He also stated that he had been working with Mr. Tom Petty for the completion of the Student Senate website.

C. Director of Legislation:
   Ms. Byrd stated that she participated at Welcome Week. She also announced that she had worked on a Resolution request form which would aid the senate in writing resolutions.

D. Director of Communications:
   Mr. Lopez announced that he had been mostly working for the Textbook Loaner Program. He also stated that he participated at Explore and at Welcome Week.

E. Director of Events:
   Mr. Portugal informed the senate that both Explore and Welcome Week went really well.

F. ICC Chair
   Ms. Reynoso stated that she had been assisting students who are interested in joining or starting a club. She also stated that she participated at Explore and at Welcome Week.
G. Senators:

Mr. Arndt, on behalf of the senators, stated that a select few of the senators went to New York for a conference. Most of them participated at Explore and at Welcome Week despite having work and classes during the summer.

H. Committee Reports:

- Ms. Reynoso stated that the Library Remodel Taskforce have had multiple suggestions about remodeling the Library.
- Mr. Ansari also participated in the Library Remodel Taskforce He stated examples of the suggestions that the taskforce had.

I. ASLPC Advisor:

Ms. Ross wanted to begin by acknowledging Mr. Portugal for the great success Explore has shown. Next she reminded that Mr. Nieto and Ms. Reynoso about the Puente Project which will be held in room 1859 of building 1850. She also informed the senate about the Dean hiring committees and that we would need to send volunteers to those committees once the committee schedules are finalized. She then reminded Mr. Ansari, Mr. Arndt, and Mr. Randhawa that they would need to renew their senator packets soon. She also advised them to renew their packets soon if they are interested in turning in a letter for the Advance Senator positions.

J. Student Trustee:

Ms. Bogue informed the senate that she had been attending the meetings over the summer where the main talking points were mostly about Chabot and their contract education which generated revenue of the school.

VI. Guest Speakers: NONE

VII. Public Forum:

Mr. Jacob Akers from the Student Veterans organization informed the senate about the situation of Mr. Costello and his family. He also informed the senate about a donation fund raiser meant for Mr. Costello.

VIII. Old Business:

NONE
IX. New Business:

A. Welcome
   - Mr. Southorn welcomed everyone into the student senate meeting. He then shared with everyone his leadership style and his expectations of this academic year.

B. Syllabus and Expectations
   - Ms. Ross handed out the Syllabus and then introduces Mrs. Moore to everyone. She then started talking about shared governance. She stated that Student government is only but a part of that shared governance. Ms. Ross then went over the syllabus. During the syllabus review, it was stated that office hours must be held each week, some of which should be outside (managing bulletin boards, tabling, etc...). Please check off office hours on the excel sheet. Checking emails in a timely manner and respond to them are a must. ANY communication regarding the student senate must be CC’Ed to Cynthia. Continuing on, Ms. Ross went over the events for the upcoming semester. She also announced that preliminary meetings are starting Monday. It was stated that everyone needs to serve on a college committee. She also announced that absences must be made known to her with a valid reason before the regular meeting. Finally, she reminded everyone in student senate about the responsibilities that they share, and that everyone must act accordingly with those responsibilities.

C. Appointed Positions
   - Mr. Southorn reminded everyone that an email regarding the advance senator positions have been sent out a week prior to the meeting. He stated that the positions available are the head of Textbook Loaner Program, the Public Relations Officer, the Finance Officer, and the Parliamentarian. He then gave a brief explanation of the positions and the roles that they have in student senate. He then announced to everyone that letters of interest are due on Monday, the 26th of August.
     - Mr. Cortina moved to extend time by 10 minutes
     - Mr. Lopez Seconded
     - Motion to extend time by 10 minutes passed unanimously
   - Ms. Byrd wanted to show a visual example of a letter of interest for the new members but was unable to due to technical issues.

E. Prep 2 Pass Debrief
   - Mr. Portugal explained what Prep 2 Pass is for the new members. He also mentioned that everything went well.
   - Mr. Fesharakizadeh and Mr. Peterson added more details about prep 2 pass.
F. Explore Debrief
   - Mr. Portugal expressed his Gratitude to Ms. Ross, Mrs. Moore, and to everyone that participated during Explore. He stated that Explore was extremely successful way beyond what was expected.
   - Ms. Ross shared with the senate that the evaluations for explore were overwhelmingly positive.

D. Welcome Week Debrief
   - Mr. Portugal Apologized to the senate that Welcome Week was not that extravagant and that it was not well planned. Despite these issues the senate deemed that Welcome Week was a success.
   - Mr. Southorn shared with the senate how Mr. Portugal only had 4 days to make preparations. Mr. Southorn also showed gratitude to all those who participated in making the event a success.
   - Ms. Reynoso added that the Ball Pit which was prepared for Welcome Week also performed well above initial expectations.
   - Ms. Tran stated that there was more room for improvement with recognition on campus.

G. Petty Cash
   - Mr. Lopez moved to approve an amount of $1,000.00 for petty cash
   - Seconded by Ms. Reynoso
   - Motion to approve an amount of $1,000.00 for petty cash passed unanimously (roll call vote- see attached)

H. Budget Committee
   - Ms. Ross stated that the senate needs to budget committee ready as soon as possible. The budget committee will be composed of the following:
     o Ms. Ross
     o Mrs. Moore
     o Student Senate President
     o Finance Officer
     o 2 other Senators
   - The following senators volunteered:
     o Mr. Arndt
     o Mr. Randhawa
     o Mr. Tabernero
     o Ms. Tran
   - Mr. Southorn reminded the senate that the appointed positions will be announced on Friday the 30th of August.
I. Office Etiquette
   • Mr. Lopez briefly discussed professionalism, responsibilities, as well appropriate behavior when in the office.
   • Mr. Ross added responsibilities regarding the locking the door when leaving while nobody else is in the office.

J. Pool Party
   • Mr. Portugal moved to postpone the Pool Party to the spring semester
   • Mr. Byrne seconded
   Mr. Portugal stated various reasons for postponing the event.
   • Motion to postpone the Pool Party to the Spring Semester passed unanimously

K. Transfer of funds
   • Mr. Lopez moved to transfer an amount of $30,000.00 from the student Activity Fee to the Student Senate
   • Ms. Reynoso Seconded
   • Motion to transfer an amount of $30,000.00 from the student Activity Fee to the Student Senate passed unanimously

L. Ribbon Cutting Ceremony
   • Ms. Ross announced to the senate that there will be a Ribbon Cutting Ceremony on Tuesday 17th of September from 3pm to 5pm at the Campus Boulevard. She also stated that the senate will need to send representatives to the event.
   • The following senators volunteered for the event:
     o Mr. Ansari
     o Ms. Dadgar
     o Ms. Sahota
     o Ms. Samorano

M. Follow Ups
   • Ms. Byrd showed to everyone a visual example of a letter of Interest. She then gave a brief explanation on what the letter should contain.

N. Letters and Resolutions
   • Ms. Byrd presented to the senate the resolution request form that she had worked on. She stated that the purpose of this form was to aid anybody, part of the student senate or not, in writing resolutions. She recommended that these forms be turned in two weeks prior to a meeting for approval.
   • Ms. Ross Clarified to everyone that a Resolution is a formal process to take on an issue and thus anybody can write one.
X. Reflection

- The Student Senate took some time to reflect on their performance from the past week and their performance during the summer break. The senate agreed that though the events were successful, there is still room for growth. Ms. Ross reminded the senate to keep equity in mind for all events.

XI. Announcements

- Ms. Reynoso reminded the senate to talk to students about the Textbook Loaner Program and the Bundle program.
- Mr. Lopez announced to the senate that the office hour sign-up sheet would be on his desk.
- Mr. Cortina announced to the new members that they should meet with him for their orientation. He also reminded the senate to check their emails more frequently.
- Mr. Byrne reminded the senate that no club announcements should be announced during this time to maintain equity among the clubs.

XII. Adjournment

- Ms. Reynoso moved to adjourn the meeting at 2:43pm
- Mr. Byrne seconded
- Motion to adjourn the meeting at 2:43pm passed unanimously
Roll Call Vote:  
New Business: G. Petty Cash  
Motion: to approve $1000.00 for petty cash

Officers:

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<tr>
<th>Name</th>
<th>Vote</th>
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<tbody>
<tr>
<td>Christopher Southorn</td>
<td>Not able to Vote</td>
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<tr>
<td>Ignacio Cortina</td>
<td>Aye</td>
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<tr>
<td>Christy Byrd</td>
<td>Aye</td>
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<tr>
<td>Kevin Lopez</td>
<td>Aye</td>
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<tr>
<td>Nico Portugal</td>
<td>Aye</td>
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<tr>
<td>Paulina Reynoso</td>
<td>Aye</td>
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</tbody>
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Senators:

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<th>Name</th>
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<tr>
<td>Armrinder Kaur</td>
<td>Aye</td>
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<tr>
<td>Brandon Byrne</td>
<td>Aye</td>
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<td>Brenton Arndt</td>
<td>Aye</td>
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<td>Cody Peterson</td>
<td>Aye</td>
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<td>Colleen Redmond</td>
<td>Aye</td>
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<td>Danielle Coleman</td>
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<td>Eric Bolin</td>
<td>Aye</td>
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<td>Gabriel Nieto</td>
<td>Aye</td>
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<tr>
<td>Jed Tabernero</td>
<td>Aye</td>
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<tr>
<td>Jessica Samorano</td>
<td>Aye</td>
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<tr>
<td>Karm Randhawa</td>
<td>Aye</td>
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<tr>
<td>Katia Dadgar</td>
<td>Aye</td>
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<td>Olga Salgado</td>
<td>Aye</td>
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<td>Rafi Ansari</td>
<td>Aye</td>
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<td>Roy Tursonzadah</td>
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<td>Shah Fesharakizadeh</td>
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<td>Shanan Sahota</td>
<td>Aye</td>
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<tr>
<td>Thuy Tran</td>
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<tr>
<td>Thuy Tran</td>
<td>Aye</td>
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<tr>
<td>Yuan Chuang</td>
<td>Aye</td>
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