



MINUTES OF LAMC A.S.O.

Meeting Date: August 27, 2015

I. Call to Order: An official meeting of the *Associated Student Organization* was held at Los Angeles Mission College, Sylmar, CA, on **August 27, 2015** in the ASO Conference Room. The meeting convened at 3:30 pm

II. Quorum:

Executive Board:

President, Jackie Ambridge

Vice President, Lorena Aguilar

Parliamentarian, Margot Waithe (3:34 pm)

Senators:

Advisor:

Robert Crossley

Recess at 3:31pm. ASO Advisor steps out.

Meeting resumed at 3:36pm.

III. Approval and Adoption of Agenda: Agenda to be amended under IX. New Business: Discount Cards shall be changed into Community Discount Cards. No further objections. Agenda is approved and adopted.

IV. Review and Approval of Minutes: No minutes to be approved. Minutes of 8/20/2015 will be reviewed at the next meeting on 09/10/2015.

V. Open Forum: Opened at 3:38PM Closed at 3:38PM

VI. Officer, Advisor, President Report:

- **President, Jackie Ambridge:**
 - Attended Fall Kick Off.
 - Attended ICC Meeting.
 - Spoke with Zoila Rodriguez- Doucette from the Eagles' Landing Student Store in regards to donating ice cream for Welcome Week.
 - DSPS is bringing back the Learning Disability Program.
 - Financial Aid Office announced that 1300 LAMC students will be receiving their financial aid within the first week of the Fall semester.
 - All other items are on the agenda.
- **Vice President, Lorena Aguilar:**
 - Attended Fall Kick Off.
 - All other items on the agenda.
- **Parliamentarian, Margot Waithe:**
 - Attended Fall Kick Off.
 - All other items on the agenda.

Recess at 3:43pm. ASO Advisor steps out.

Meeting resumed at 3:46pm.

- **ASO Advisor, Robert Crossley:**
 - Attended Student Services Directors Meeting. College President, Dr. Perez, will temporarily hold the position as Vice President of Student Services. 35 applicants for the Vice President of Student Services position. Committee for Vice President Hiring needs to have a student representative on it. Athletics have a new website. Student Health Center will be moving soon. Transfer Center will have its Transfer Fair on Monday, October 12, 2015, on the East Campus. DSPS wants to increase its services by 20%.

President, Jackie Ambridge, takes items on agenda out of order by moving X. Old Business: Online Tutoring ahead of Committee Reports.

X. Old Business:

- **Online Tutoring:** Dean of Academic Affairs, Isabel Saber, speaks on Online Tutoring. Online tutoring is to be considered as additional service and will not replace on-campus tutoring. Asks ASO to promote Online Tutoring on social media. Services should be available by the second week of the Fall semester.

VII. Committee Reports:

- **Welcome Week:** All the water for the event has been purchased. Decoration is taken care of. Kona Ice truck will be on the Main Campus, Monday, August 31, 2015, and will be on the East Campus on Tuesday, September 1, 2015. E-mails regarding Welcome Week was sent out to all clubs. Free ice cream will be given away on Wednesday, September 2, 2015, and Thursday, September 3, 2015.
- **ASO Constitution:** Revised ASO Constitution shall be updated on the ASO Website after it has been approved. Vice President, Vice Lorena, motions to approve newly revised ASO Constitution. Parliamentarian, Margot, seconds. No discussion. Motion passes.

Roll Call Vote:

- Vice President, Lorena. - AYE
- Parliamentarian, Margot. -AYE

Vice President, Lorena, motions to dissolve the item ASO Constitution. Parliamentarian, Margot, seconds. No discussion. Motion passes.

Roll Call Vote:

- Vice President, Lorena. - AYE
- Parliamentarian, Margot. -AYE

- **Constitution Day:** Flyers for event have been created. 240 patriotic car decals are available to give out to students. Check request for 1000 mini-constitutions has been made. Reserved table on the Quad. E-mail to all department chairs was sent out to consider giving students extra credit for participating in event. Flyers will be screened onto the monitors all over campus.
- **Student Trustee Elections:** E-mail was sent out to the Student Trustee candidates with a timeline of the open forum as well as information regarding the questions for the open forum. No response from candidates has been received so far. ASO Advisor, Robert Crossley, has poll workers for the election. Flyer needs to be created, preferably in digital form.

VIII. Standing Items

- **Appointment of E-board/Senators:** Frankie Cozzarelli applied for the position of Executive Administrator, was interviewed, and has been successfully approved by three (3) Executive Board Members. Parliamentarian, Margot, motions to appoint Frankie Cozzarelli as the new Executive Administrator. Vice President, Lorena, seconds. No discussion. Motion passes.

Roll Call Vote:

- President, Jackie. - AYE
- Vice President, Lorena. - AYE
- Parliamentarian, Margot. -AYE

Frankie Cozzarelli reads oath and is now officially appointed to the position of the Executive Administrator.

- **Club Charter:** None

IX. New Business:

- **Community Discount Cards:** Community discount cards are given out when students pay for their ASO fee. 250 in total. Follow up with the Business Office how many have been given out. Possibility of ordering more community discount cards; amount to be determined.

X. Old Business:

- **Fall Kickoff:** Was one of the most successful Fall Kickoffs in years. Goodie Bags were great. Bridges between ASO and Faculty and Staff has been built. Very well organized. Acknowledgment was made. Executive Administrator, Frankie, motions to dissolve the item Fall Kickoff. Vice President, Lorena, seconds. No discussion. Motion passes.

Roll Call Vote:

- Vice President, Lorena. - AYE
- Executive Administrator, Frankie - AYE
- Parliamentarian, Margot - AYE

- **ASO Supplies:** Check request for name badges are ready. Pictures on ASO brochures have been changed. Looking into ordering polo shirts. Office Depot orders came into three (3) different shipments. Looking into how many ASO shirts have to be ordered.
- **ASO Preferred Parking:** Still in progress. E-Board preferred parking will be approved if ASO purchases its own signs. Quotes will be provided on whether to use metal or plastic signs. Signs to be added to the next agenda.
- **ASO Mental Health Folder:** Design is in progress, but cannot be approved until Treasurer position has been filled. Looking into resources in regards to funding.
- **Sam' Club Grant:** Looked into application; seems to be lengthy. Committee shall be established for this item.
- **Tri-Fold Pamphlets/Brochures:** Executive Administrator, Frankie, motions to remove the item as an alone standing item and to add it to ASO supplies instead. Vice President, Lorena, seconds. No discussion. Motion Passes.

Roll Call Vote:

- Vice President, Lorena. - AYE
- Executive Administrator, Frankie – AYE
- Parliamentarian, Margot - AYE

XI. Announcements:

- **Advisor, Robert Crossley:** Will have ASO Advisor meeting at the district. Add CCCSAA conference to the agenda.
- **President, Jackie Ambridge:**
 - Noche de ciencias will be taking place on October 24, 2015 from 3:00pm – 7:00pm. ASOs' support is asked for.
 - National Student Day is on October 8, 2015. Bookstore would like to collaborate and pull vendors. Item to be added to the agenda.
 - Bookstore is still working on EBT process.

XII. Adjournment: Meeting adjourned at 4:43pm.

President, Jackie Ambridge
LAMC Associated Student Organization

Date of Approval

Interim Executive Administrator, Lorena Aguilar
LAMC Associated Student Organization

Date of Approval