



EDMONDS COLLEGE

ASSOCIATED STUDENTS

Executive Board 2024-2025

Regular Meeting

6th March, 2025

3:00 p.m.-5:00 p.m.

Brier Triton Student Center 244

Agenda

I. Call to Order (3:01 p.m.)

Ameer Hasan Mahmood

Executive Officer for Budget and Finance

II. Land Acknowledgement (3:01 p.m.)

III. Roll Call (3:02 p.m.)

Kirk Heynen	Director, Center for Student Engagement and Leadership
Ruth Karen Nakigozi	Executive Officer for Administration
Leniah Ednacot	Executive Officer for Academics
Ken Park	Executive Officer for Clubs
Katelyn Thomas	Executive Officer for Community Relations
Tiffany Mphepo	Executive Officer for Diversity
Sala Li	Executive Officer for Student Relations
Sal Kakar	Executive Officer for Technology
Abigail Galung	Communications Coordinator

IV. Introduction of Guests (3:02 p.m.)

- Chris Szarek - Capital Projects (late)
- Sean Martin - DES
- Dean Lisa Neumann - Dean, Student Engagement & Support
- Tom Bull- Executive Director, Edmonds College Foundation
- Eduardo Torres - Associate Director, Center for Student Engagement and Leadership
- Monique Wiesmuller-Kaneyasu - Operations Coordinator Foundation

V. Open Floor (3:05 p.m.)

VI. Correspondence (3:05 p.m.)

VII. Approval of Minutes (3:05 p.m.)

- 02/27/2025 meeting minutes
 - Sal moved to approve the 02/27/2025 meeting minutes
- Katelyn seconded the motion

VIII. Reports (3:05 p.m.)

- Tiffany met with Ruth and Karen met to discuss the upcoming Student Information Resources Event. Ruth provided Karen with an overview of the event and showed her the flyer, which the president had already approved. Karen suggested some minor formatting edits and recommended contacting the speaker to see if they have a presentation or talking points for review. She also advised clarifying that the event offers resources, not legal advice, and meeting with the speaker beforehand to ensure they understand college policy. The next step is to share the flyer with various directors to distribute to staff, faculty, and students. Tiffany also met with Sala and Frederick met to discuss setting up a barcode scanner for student ID scanning. Frederick

explained that the scanner would only capture the ctclink ID and not personal information like names or emails. He suggested submitting a Data Information Request Tracking (DIRT) request or purchasing a more advanced scanner, but the group preferred the simpler scanner since they only needed the ctclink ID. Frederick demonstrated how to use the scanner and recommended using Google Forms to document scans and timestamps. They encountered a compatibility issue with the CSEL laptop's Chrome OS, so they decided to meet again after Frederick consulted with a colleague about the setup. The next steps are to create a Google Form and research how to download Zebra Scan to Connect on a Chromebook.

- The WACTCSA meeting, attended by Katelyn, focused on key student advocacy topics, including the potential impact of House Bill 1485, which proposes an increase in Services & Activities (S&A) fees. Members discussed how institutions might implement these changes, the need for transparency in fee allocation, and the importance of student advocacy in ensuring funds are used effectively. Updates on Voice Academy were shared, with plans to communicate key takeaways to advisors next week. Each college will develop a presentation topic, with Edmonds College considering textbook affordability. Registration for Voice Academy opens next week, and the possibility of guest speakers was discussed. Next steps include finalizing advocacy topics, promoting Voice Academy participation, and continuing to monitor HB 1485 for future action. Katelyn led a successful filming session at Edmonds College, where she and the team conducted student interviews and captured footage around campus. The team, including Brian Tom, Sam Branca, and Arutyun Sargsyan, spent two hours filming in various locations such as Brier Hall, Triton Espresso, Lynnwood Courtyard and Hazel Miller. Interviews went smoothly, though they faced a challenge in obtaining parental consent for underage students. Brian Tom noted that the project is progressing well, with another filming session planned for next week. The team aims to continue refining their approach and will check in with Karen Magarelli for feedback. Katelyn also participated in a walkthrough of Hazel Miller for event planning alongside Karen Magarelli, Lisa Newmann, Kirk Heynen, and Eduardo Torres. The team discussed parking logistics, including ADA parking and signage improvements, while noting that much of the parking will be impacted by the Triton Field Replacement Project. The walkthrough covered key locations within Hazel Miller, including entrances, storage needs, and designated areas for student check-in, food and water stations, and faculty traffic management. Eduardo Torres proposed creating balloon towers and possibly an arch for decoration. The plan also included a structured process for students lining up on the second floor before proceeding to Seaview Gym for the ceremony, followed by a transition to Brier Hall for the reception. Another walkthrough is planned for Seaview Gym, with Karen emphasizing the importance of keeping meetings concise and focused.

The outreach and marketing meeting, attended by Katelyn Thomas, covered key topics, including campus updates, outreach strategies, and communication efforts. Discussions highlighted challenges with the campus newsletter, as emails cannot be sent unless students opt-in, prompting a need for a blast email and a social media campaign to increase sign-ups. Summer outreach event planning was emphasized, with expectations for a strong presence. Campus advising struggles were noted, along with brainstorming ideas for social media content, including high school visits and engaging video topics. Triton Pizza sales were reported as strong, but long wait lines were a concern. Additionally, an issue with late arrivals for campus tours was raised, leading to a request for a designated contact person to assist visitors. Kyle Bender will provide a contact number to address this concern. Katelyn also had a meeting with Karen, she mentioned that the PLT meeting was well received, with Karen noting that this year's Student Government is highly engaged and well-connected with PLT. The *Triton Mascot Design Contest* has received seven submissions so far, with discussions on how to approach the representation of King Triton. The committee will need to present the designs to PLT, and a campus-wide survey may be considered for voting. Regarding *Commencement*, Karen has an upcoming meeting to discuss the ticketing system. On *social media*, access issues persist with the Twitter account, and there is a need to explore deletion options from the backend. The Facebook account is also under review for deletion, as a previous Student Government chose to prioritize Instagram. Lastly, the *Man on the Street Video* was a fun and insightful experience, providing a great opportunity to improve student engagement and communication skills.

- Sal mentioned that he, Hasan, and Kirk have initiated the hearing for the S&A and will determine the timing for the TIMC meeting in the next quarter.
- Sala met with Federick Peter, Kirk, and her VP discussing the use of barcode card readers.
- Ken had a meeting with Sam Branca last Friday to talk about how to better advertise the Triton Mascot Committee. Ken also recommended the board to tag @edmonds_college explicitly in stories if they wanted to get the story reposted as advised by Sam Branca, the marketing coordinator of Edmonds College.
- Hasan reported that the S&A has already held 2 out of 6 meetings, during which they've mainly been listening to presentations. He will be absent from next week's meeting due to a presentation to the Board of Trustees.
- Leniah finalized the course scheduling survey and had faculty upload it to Canvas. She is also in communication with the Dean of the Library and is currently seeking student representatives for the textbook affordability committee.
- Ruth reported that the Student Information Strategies event was successful. She will be meeting

with representatives to discuss improvements to healthcare services.

- Kirk praised Ruth and Tiffany for their excellent work on the Student Information Strategies event, despite facing challenges. He also mentioned that he will be canceling next week's one-on-one meetings as he hasn't completed the budget planning, which includes the salaries of the CSEL members.

IX. Unfinished Business (3:21 p.m.)

XI. New Business (3:21 p.m.)

- Sean Martin - Seaview Gym Presentation (15:5)

Sean, Project Manager, presented what a feasibility study is and explained the need for it.

Basically, the Seaview Gym is really outdated and needing renovation. He also presented the problems the Seaview Gym has and the solution to it which is to increase the total floor area from 30,145 square feet to 45,000 square feet. The construction budget with single-phase is \$64.8 million with taxes, permitting etc and for the three-phase is \$78.3 million.

Hasan: Can you explain more on the construction budget? What was the timeline for the three-phase construction? Will the gym still be accessible to students during those phases?

Dean Lisa: Do you know which will be more cost-effective: Renovate or Build New? Do you know how long a single-phase construction takes?

Kirk: How would DES work with students since the funds will be coming from increased fees?

- INSPIRE Gala donation (15:5)

Tom Bull and Monique Wiesmuller-Kaneyasu gave a presentation on the Foundation Inspire Gala, highlighting that their primary goal is to raise funds for scholarships. Monique continued by explaining what Inspire is, how the student government can assist, and that they are seeking volunteers. The breakdown of the \$848,000 in Direct Aid is as follows: 35% for scholarships, 25% for Emergency Funds & Food Security, 35% for programs, and 5% for initiatives.

Ken: Is it possible for the student government to ensure that the donations are directed back to the students, considering they are the ones contributing?

Sal: What happens if we don't donate? Will we still have a reserved table?

Ruth moved to have an executive session to further discuss the funding for the foundation.

Tiffany seconded the motion

7-0-0

Executive Session

- Hasan informed the board that we have about \$39,382 left on unallocated reserve.
- Ruth proposed to donate \$5000 instead of \$10000 where last year's student government did.
- Katelyn asks what will happen if we have money left in the unallocated reserve by the end of the spring quarter.
- Ruth moved to fund \$5000 for the Inspire Gala.

Leniah seconded the motion

Roll Call [7-0-0]

Sal - Yes

Sala -Yes

Ken - Yes

Katelyn - Yes

Leniah - Yes

Ruth - Yes

Tiffany - Yes

Motion approved by roll call.

XII. Board Discussion (4:10 p.m.)

- Executive Board meeting time (Spring Quarter)

The board discussed whether they want to do the weekly meeting for Spring Quarter on Wednesday or Thursday. There are some class scheduling conflicts but we ended up on Wednesday at 3.30 PM.

- Student Organization Handbook review

Ken suggested that two other executive officers should review the Student Organization Handbook and recommended forming a committee for this task.

Kirk pointed out that it would be more suitable for individuals connected to the club to review the handbook, as they would be more familiar with its content.

XIII. Announcements (4:24 p.m.)

- We're tabling for the last time this quarter! Wednesday 3/12/25 at Mukilteo 11:30am - 1pm.
- Hasan and Ruth will be on the board of trustees meeting next week.

XV. Adjournment (4:25 p.m.)

- Sal moved to adjourn the meeting.

Leniah seconded

7-0-0

This document was signed on the ____ day of _____ in the year ____.

Presiding Chair Signature: _____

Advisor Signature: _____