

**Associated Students of Gavilan College
5055 Santa Teresa Blvd. Gilroy, CA 95020**

Location: SS206

Wednesday, September 28th, 2022 5:00-7:00pm

Regular Meeting Agenda

1.0. Call to Order

1.1 Meeting was called to order by President Tran at 5:18 pm.

2.0. Roll Call*

Title and Name	Present	Absent	Late Arrival	Excused	Early Departure
President: Kaylee Tran	X				
Student Trustee: Jonathan Tessmann	X				
Region IV Representative: Mikhaila-Joi Tamondong	X				
Vice President of Records: Alexandra Beyret	X				
Hollister Liaison: Gisel Villarreal	X				
Vice President of Clubs: Ysabella Johnson	X				
Vice President of Finance: Louie Viray	X				
Vice President of Activities: Moises Villalobos	X				
Vice President of Technology: Rudy Cacho	X				

Advisor: Christina Salvin	X				
Student Life Coordinator: Michele Castro		X			

Motioned by VP Tessman to move discussion 7.1 to after public comments. No objections, motion carried.

Seconded by VP Villalobos. No objections, motion carried.

Motioned by VP Villalobos to move discussion 8.1 to after public comments. No objections, motion carried.

Seconded by VP Johnson. No objections, motion carried.

3.0. Adoption of Agenda

3.1. Adoption of September 28th, 2022 Agenda

Motion to agenda by VP Johnson. No objections, motion carried.

Seconded by VP Cacho. No objections, motion carried.

4.0. Adoption of Minutes

4.1. Adoption of September 21th, 2022 [Minutes](#)

Motion to adopt minutes by VP Cacho. No objections, motion carried.

Seconded by VP Beyret. No objections, motion carried.

5.0. Public Comments

Public comments will be limited to five minutes per speaker and a total of fifteen minutes per topic. There is no discussion allowed during public comments per the California Brown Act.

5.1 Covered Walkways at Gavilan College: Dr. Avila presented to ASGC regarding the covered walkways in the STEM Quad and surrounding areas, as well as updated ASGC that the reason why they pulled that item off the agenda at the board meeting was so that they are able to better utilize Gavilan funds. Rather than completely re-doing the covered walkways, which provide shelter from rain and sun as well as light for night students, Gavilan plans to repair them as best as possible, saving about 2 million dollars. They may take the walkways out, and

allocate all the savings from not renovating the walkways towards the new STEM Center. Dr. Avila will return with further details about this and other Gavilan construction projects at the next ASGC meeting.

5.2 Journalism Advisor Updates: Noah Lystrup, the Dean of Arts, Humanities, and Social Sciences, gave a quick update to ASGC regarding the journalism advisor for the student publication. They are still finishing the job description, and he will be contacting the three ASGC members that were interested in working with him to review applications. The Academic Senate will also be informed regarding the job description and stipend. He also wanted to plant a seed regarding a “demystifying the elections” political science event where the aim would be to inform students and drive voter registration. This would occur before the first Tuesday in November, and would be run by the Social Science Department, but he is looking to potentially partner with ASGC as well.

DISCUSSION OF ACTION ITEM 7.1 AND DISCUSSION ITEM 8.1

7.1. Approve Faculty/staff support for [ASGC](#) (Student Trustee Tessmann)

7.1.1 Student Trustee Tessmann presents the Faculty/Staff support for ASGC presentation to Dr. Avila and ASGC. For detailed information regarding the presentation, view presentation linked above or 9/21/22 meeting minutes.

7.1.2 Advisor Salvin reminds ASGC and Dr. Avila that there have been various periods of time where there has been no advisor, after the counselors (which once had the role of ASGC advisor) gradually stopped. Having an advisor is incredibly important for ASGC to function smoothly, and Advisor Salvin began in October during the pandemic (2020/2021) seeing that there was no advisor. However, she is unable to do more because her situation is not ideal for the advisor position. She lives and teaches at Hollister, and although she dedicates a significant amount of time to ASGC, it would be ideal for ASGC to have an advisor that works on Gavilan’s Gilroy Campus, preferably has an office near the ASGC Office, and lives near the Gavilan Gilroy Campus.

7.1.3 Student Trustee Tessmann informs ASGC, Dr. Avila, and Dr. Julian J. West that most nearby community colleges have 2 full time staff, which Gavilan is lacking. Ideally, ASGC hopes to have someone else aid Advisor Salvin with 20% reassigned time as faculty advisor, so that would mean two advisors, or a single advisor with 40% reassigned time.

7.1.4 Dr. West explains that there is a new position intending to replace the role that Ryan Shook had before. The primary role would be to manage the Welcome Center which would leave about 11 hours per week for ASGC. The faculty member would be onboarded November 1st. However, ASGC has some concerns about this idea as 11 hours per week seems quite limited for an ASGC advisor. Grace Cardinalli is already working 10 hours at ASGC, which is far more than what is required of her. With the many ASGC meetings (totalling to at least 5 hours per week),

dedicating 11 hours per week for ASGC would be not enough for the ideal amount of attention the ASGC advisor should provide to ASGC. 40% reassigned time is ideal.

7.1.5 Student Trustee Tessmann has proposed an informational item to the Board of Trustees meeting and will provide historical context regarding the position (and its importance), in hopes of pushing for an ASGC advisor for the long term.

Motion by VP Cacho to approve VP Tessmann's presentation (after edits are made with the help of Advisor Salvin) to the Board of Trustees. No objections, motion carried.

Seconded by VP Tessmann. No objections, motion carried.

8.1 Amend ASGC Bylaws

8.1.1 ASGC has three GECA students looking to participate and become members of ASGC: Daniel, Ezekiel, and Rasmeet. Advisor Salvin and all of ASGC have been focusing on ASGC bylaws to ensure proper representation and order regarding election and post-election eligibility for dual-enrolled students, as this is a unique occurrence primarily only happening at Gavilan College (no other community college allows dual-enrolled students in their student government).

8.1.2 ASGC has worked with the Principal of GECA Sonia Flores to amend the ASGC bylaws. Dual-enrolled students must meet the required age (17), be approved by their high school principal, and fill out the proper document to be considered for eligibility. Post-election eligibility remains the same, but members looking to join ASGC also need to ask the VP of Records or the ASGC President to be put on the agenda.

8.1.3 ASGC discussed the concept of an Honorary Membership where individuals are technically not official members, but are more involved with ASGC (ex. Invited into ASGC discord and get updated with ASGC updates). This allows students who cannot be as committed to still have a voice. The three GECA students are willing to do so. ASGC agreed on naming these honorary members as "scouts." The three GECA students will be placed on next week's agenda for proper introductions and confirmations.

6.0. Reports

Reports will be limited to two minutes per senate member. Should the time limit be reached and there is still information to be shared, please email the ASGC President, to distribute any pertinent information at asgcpres@my.gavilan.edu. For additional questions regarding a Senate member's report, please wait until the end of the meeting for further discussion.

- **6.1. President:** President Tran received quote for ASGC Swag, received complaint about ASGC office hours (some ASGC members are not available when they said they would be), made flyers for recruitment,

worked on Haunted House, reached out to Daisy Lopez (raffle winner) but with no response back as well as Jaime Mata for liability.

- 6.2. Student Trustee: VP Tessmann joined the Monday agenda meeting, completed his office hours, printed Gavilan IDs and flyers that he later posted.
- 6.3. Region IV Representative: VP Tamondong sat in on the Equity Committee, had a meeting with Robert Andrade (Vice Chairs) to learn more about what her duty as Region IV Representative is, and is working on potentially getting someone to help with parliament procedures for training purposes.
- 6.4. Hollister Liaison: VP Villareal completed her presentation, was meant to have a meeting with Jaime Mata but it got postponed, and got a ticket for the Hollister Fair that she will table at.
- 6.5. Vice President of Records: VP Beyret drafted the Agenda and Minutes, stamped some flyers for clubs, updated ASGC regarding the missing/broken microwave as well as the mice in the ASGC office, and joined the Agenda Monday Meeting.
- 6.6. Vice President of Clubs: VP Johnson has her ICC meeting on Friday. She met with Ryan Shook and planned that she will be having her Club Day integrating with the Fall Festival. VP Johnson also learned about her budget for ICC.
- 6.7. Vice President of Activities: VP Villalobos completed his office hours, worked on the Haunted House planning, and is currently organizing a Dia De Los Muertos Event Collaboration (with El Centro) presentation
- 6.8. Vice President of Finance: VP Viray attended the Agenda meeting as well as the finance/budget meeting. He also completed his office hours and helped students out with their IDs.
- 6.9. Vice President of Technology: VP Cacho helped students with getting their IDs, updated ASGC regarding the cost to make an app/sms for Gavilan Communication (\$2500 to start and then \$300 monthly for app). Rosie Zepeda suggested potentially partnering with the Engineering/CompSci club to develop and app for that purpose instead. VP Cacho also worked on his Student Center Purchases presentation.
- 6.10. Advisor: no comments
- 6.11. Student Life Coordinator: Grace Cardinelli asked Gavilan Administration to get proper channels for advisor for the leadership conference trip. She also said that the President's Council faculty members noticed that it would be nice for ASGC to reclaim their college hour (Tuesday/Thursday 12:50-1:50), and updated ASGC about the procedures for the permanent display of a pride flag, which she mainly recommended to have ASGC let administration know about their intentions to display pride flag(s) permanently. They will be having a transfer day in person and is curious if ASGC could help with breakfast brunch funding, preparation for food/etc, and/or with escorting representatives. Grace also wants to work with VP Viray for a weekly or at most monthly check-in meeting for the budget.

7.0. Action Items

- 7.2 ASGC [Student Center Purchases](#) (Pride Flag/Games/Fans)
 - ASGC wishes to purchase trans and pride flags for the student center as well as the arcade game (\$1200 and \$295 shipping) and microwave (~\$80) for the Student Center. VP Cacho also proposed other ASGC purchases such as an adobe subscription and a speaker, which will be further discussed in the next ASGC meeting.

Motion by VP Beyret to approve the allocation of \$2500 to purchase pride flags, arcade game, and microwave for the Gavilan Student Center. No objections, motion carried.

Seconded by VP Johnson. No objections, motion carried.

8.0. Discussion Items

8.2 Hollister Presentation (VP Villareal)

Motion by VP Villalobos to table for next ASGC meeting (with Jaime Mata, Santiago, and Advisor Salvin present). No objections, motion carried.

Seconded by VP Cacho. No objections, motion carried.

8.3 Haunted House/Dia De Los Muertos

ASGC needs to email Jaime Mata with a proposed plan (VP Cacho will make a 3D model) so that we receive a thumbs up from him regarding liability. ASGC has been divided into three committees for decorations, and GECA and Gavilan students are able to volunteer to help ASGC out for the Halloween Haunted House. ASGC is planning to allocate ~\$2000 for the event (maximum \$6000). For the Halloween Event, ASGC can charge money and give discounts to those who bring their ASGC/Gavilan ID or canned foods (food drive). VP Villalobos is working on the Dia de Los Muertos event with El Centro and will contact the Head(s) of the Spanish Department (Sr. Pérez and Sr. Marqués).

ASGC will have a standing meeting for the Haunted House Planning on Tuesdays 5pm.

8.4 Budget revision proposal

ASGC needs to increase its budget as we have already spent money for various events/activities, and ASGC does have money to spend. Among the categories to be increased are advertising and food. ASGC can transfer money from a certain category to another if it is better used there. They can also get money from money market account to put into other. ASGC will need to have more discussions regarding finances *per term* that could be carried through the spring semester.

ASGC has a standing budget meeting on Fridays 4pm.

8.5 ASGC Instagram [Presentation](#) (Denae)

Denae Rivera presents to ASGC regarding better utilizing the ASGC social media. Primary goals would include promoting school activities/events/programs and connecting the Gavilan student body. Some proposed ideas include having introductions of ASGC members, giveaways, cohesive highlights, takeovers, etc. (For more detailed information, please see the presentation linked above). ASGC should post at least weekly (maybe dedicating a day to highlight programs or clubs at Gavilan) and also focus on humanizing the members behind ASGC. *Ever since that photo of our ASGC members was posted, we had 257 new accounts and +2000% on instagram.* Color theme perhaps could be ASGC colors, brighter variations of those colors, or just any colors we wish to use.

8.6 ASGC Swag Graphics/Shirt graphics

The quote for the Swag is \$5280. ASGC plans on having the ram or the hawk as a logo, as well as potentially Gavilan College's name written out. ASGC also decided on having the tote bags match colors with the logos, and all the other merchandise to have black or white colors for the logos.

San Jose State passed out tech stickers that can be reapplied to various surfaces without losing their "sticky-ness" which ASGC can also consider in the future. We can have an art competition for the sticker design which could help with outreach and student engagement.

9.0. Communications from the Floor

This time is reserved for Senate members to address any items, not on the agenda. Questions are allowed at this time. Each Senate member shall have five minutes to address their fellow peers.

VP Johnson reminds ASGC that there will be the ICC Meeting on Friday. She will link the zoom meeting link on discord. She also asked to make a fall festival discussion item for the following meeting agenda.

Holly wants support on trunk or treat (day after Halloween) and have a cakewalk, which ASGC will also add to the following meeting agenda.

ASGC quickly discussed about the food truck which has been having its hours from 1:30-around 5 Monday to Thursday, but has been tricky to locate some of the time. ASGC still wants a taco truck.

VP Cacho also asked VP Beyret to add creative cloud as a discussion item for the next meeting.

10.0. Adjournment

Motion by VP Tessmann to adjourn meeting.

Seconded by VP Villalobos.

Meeting adjourned at 7:03 pm.