



ASSOCIATED STUDENTS OF FOOTHILL COLLEGE

12345 EL MONTE ROAD ♦ LOS ALTOS HILLS ♦ CA 94022-4599 ♦ Telephone: (650) 949-7281 ♦ Fax: (650) 941-4574

Campus Council
Associated Students of Foothill College
Thursday, July 31, 2014
1:00 PM Toyon Room

“THIS MEETING IS OPEN TO THE GENERAL PUBLIC AND ALL FOOTHILL STUDENTS”

Minutes
ORDER OF ITEMS ARE SUBJECT TO CHANGE

I. Call to Order and Roll Call

This meeting was called to order at 1:05pm in the Toyon Room on July 31,2014 with Josh Rosales as Chair, Noora Fahimi as Secretary and Daphne Small as Advisor.

Josh Rosales	President	Chak Yan Chan (Jack)	Activities Marketing Director
Noora Fahimi	Secretary	Glenda Chavez	Activities Coordinator
Evelynn Chun	Student Trustee	Viviana Rojo	Activities Coordinator
Marwa Nawabi	VP of Activities	John Martinez	Budget Analyst
Lara Bergmann	VP of Senate	Albertina Oliva (Tina)	Activities Coordinator
Ariel Pan	VP of Marketing	Kaiwei Lin (John)	Activities Coordinator
Yi Wang (Joanna)	Budget Analyst	Yin Heng Chan (Jacky)	Activities Finance Director
Nadia Rusli	VP of Finance	Siu Nam Kaun (Wayne)	Elections Commissioner
Pierre Okoko	VP of Athletics	Pak Kei Fok (Rico)	Technology Manager
Dexter Lim	VP of OBD	Chung Yin Law (Dicky)	Office Administrator
Chris Ju	Senator	Lo Tsz Long (Nicholas)	Sustainability Director
Cindy Fransisca	Senator	Navid Ahmady	Campus Center Board Chair
Jessica Howard	Senator		½ absence:
Erin Ortiz	Special Activities Specialist	Gina Parisi	Director of Student Accounts
Wen Liu (Breeze)	SSCCC representative		Absent:
Xiao Ying Liu (Kris)	OBD Finance Director	Stephanie Hidayat	Senator
Deanna Woodman	Senator	Michelle Wirawan	OBD Secretary
Annebella Tsz Ho Choi	OwlCard Benefit Coordinator	Vincent Immanuel	Civic Engagement Liaison
Clare Tang	Senator	Sijia Liu (Celina)	Activities Coordinator
Antoinette Chavez	Student Activities Advisor	Andy Choi	VP of Admin



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Daphne Small

**Director of Student
Activities**

Shahin Larnimi

Senator

II. Approval of Minutes

- 2.1 Approval of Minutes for July 17, 2014
- Approval by amendment

III. Open Forum

This agenda item is for any person who wishes to speak on an item not on the agenda or for the public to make announcements about activities on campus or in the surrounding communities. Please limit your comments to five minutes or less.

IV. Appointments and Resignations (2-minute limit per application or resignation)

All Items Info. /Disc. /Act

- 4.1 Appointments
- 4.2 Resignations

V. Old Business

VI. New Business

All Items Info. /Disc. /Act.

5.1 Q&A with the President, Director of Marketing, and Vice-President of Student Services

- Meet on a monthly basis with President and Student Trustee
 - Gave positive feedback about the meeting last week with the President and Student Trustee
 - Ariel: Thinking about a touch screen kiosk to be transparent what's your idea?
 - Deanna: If possible to have faculty and staff promote ASFC events, how would you do that?
- Academic Senate. Working with Andrea to use the college channels.
- Marwa: Priority Registration. It's been removed from sports, Student Government, and Honors program. Why and will we get it back? Explained the registration process
 - Nadia & Lara: Why we can't issue checks over \$5000 even if we need to buy something costing (Senate's Kiosk) over \$5000?
 - Dexter: When want to start club it's hard to get an advisor. Advisor Project. Help with logistics of getting contact info of staff and faculty.
 - John M: Possibility of an escalator.
 - Ariel: How to reach out to night students. Perhaps sending a survey to night students (done by Andrea).
 - Pierre: Sports. Do we have any funds to create new teams on campus and connecting with Deanza. Wants to bring more people to go to school games. Don't have money for new teams, but definitely try to connect with Deanza students.
 - Lara: Gave feedback on losing Leadership classes and why they should be brought back.
 - Chris Ju: Bookstore prices with buy and rent.
 - Navid: Booth to donate clothes as a permanent location. What's your opinion? Speak to Brenda Davis. Perhaps being seasonal.
 - Denise: 5400 building will have new student services: DRC, Veterans, Internships and Career Opportunities. Loves escalator idea especially in admissions and records. On-line tutoring especially with night students.
 - Dexter: Busy Counselors.



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-Deanna: Financial aid. Parents make too much but student is independent and can't get financial aid. Federal Regulations. Look at scholarships.

-Chris: Scholarships. February scholarships are posted in December

-Anabella: Major requirements. Speak to UC reps to get up-to-date on major requirements.

-Pierre: International students financial aid. No financial aids because it's for American Citizens per say because it's based on taxpayer's money. Scholarships are available and aid by specific college/university.

-Always get to know an admission rep so you become a name and a face.

-Lara: Dorms. We can't afford to do it. Foothill and Deanaza is second in the state with the highest number of international students.

VII. REPORT OF COMMITTEES

7.1 Budget Commission

N. Rusli

Discuss new fund requests

-Fund Request from OBD

(Nadia, Marwa) move to allocate \$10,000 for Organizations Project Fund out of Unallocated Reserves. The Project fund one year a club can request \$1,000 but doesn't need to use all of the \$1,000.

Discussion

Motion Approved

-Touch Screen Kiosk Marketing

(Nadia, Dexter) move to allocate up to \$12,000 for indoor touch-screen kiosks coming out of the SP16.

Discussion

Motion Approved unanimously

7.2 Bylaws Committee

P. Okoko

Discuss changes to Bylaws

- To find specific article added a colored rectangle on the bottom of each page. One color for each article.
- Took out Owlcard Marketing director
- Changed any mention of "OBD" to "Organizations"
- Article 4 section 3 clause 1 updated voting members of ASFC Campus Council.

(Deanna, Dexter) move to strike out Organizations councilperson from article 4 section 3 clause 1 (first reading)

Motion approved unanimously

- Clause 4 A added dead week to times of no meeting and same clause D edited requirements to be considered for club of the year

(Dexter, Deanna) move to strike out organizations secretary from article 5 section 6 clause 2 B

Motion approved.

(Dexter, Marwa) moves to add Organization Secretary and Organizations Parliamentarian should be nonvoting for Organization matters during Campus Council.

Discussion

Motion was not passed.

(Pierre, Lara) moves to approve all changes made to Bylaws for third reading.

(Pierre, John) moves to hold special elections

Discussion.

We have 3 senators in review so in case they are revoked. Also, according to our constitution we need to hold a student election for any constitution and Bylaws changes.

Motion Approved unanimously

VIII. REPORT OF BOARDS



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8.1 Student Trustee

E. Chun

Update on Trustee

-Not here but left a report of the July 7, 2014 meeting. The two topics being Prop 13 Reform and Resolution in support of Changes to Community College repeatability regulations.

8.2 President's Cabinet

J. Rosales

Update of last meeting with President and VPs

Find a way to efficiently and quickly be finished with appointments for fall quarter since they go up to 5 hours.

Talked into getting Clickers to vote on motions

Talked about putting the elected officers under review who were late and absent for at least three meetings.

8.3 President's Board

J. Rosales

Update of last board meeting

8.4 Organizations Board

D. Lim

Update of last meeting in regards to clubs

-OBD Handbook is getting done

-Will meet Tuesdays at 1 during Fall Quarter.

8.5 Finance Board

N. Rusli

Update of last board meeting in regards to club and other finances

-ASFC Retreat:

- Training for the following quarters
- Noora: learned about what doing the minutes and agenda, learned the things to put into the minutes, ½ absent is when someone leaves early or arrives late
- Agenda: "order of items are subject to change" needs to be on the top
- "Please refer to agendas and minutes of the respective committees for more information" needs to be under report of commission
- Marwa talked about the brown act, posting the agenda 72 hours ahead of time in order to have the meeting, no changes in the agenda after it is posted, a short description under each item is also needed, if the meeting is canceled you need to post
- Special meeting, agenda needs to be posted 24 hours ahead of time in a public location
- Emergency meeting, agenda need to be posted 1 hour ahead of time
- Meetings need to be held in an accessible location
- Closed or casual meetings are not allowed, discussion of ASFC matters outside the meetings is also not allowed
- The public is allowed to address the body but not allowed to vote, they can voice their opinion
- Votes and documents must be public
- Ariel:
 - Roll of advisors
 - Advisors cant give their opinions on funds
 - When advisor acts inappropriately, we need to talk to them
- Nadia
 - Budget



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- We have 5 kinds of fund (fund 11 (unrestricted), fund 12 (temporarily unrestricted) fund 13 (restricted) fund 17 (clubs, temporarily restricted) fund 18 (savings account)
- Went over the different forms
- Dexter
 - Parliamentary procedure
 - How to make a motion, raise your hand and the chair will call you
 - “I move to...”
 - Don’t simply second something if you don’t think it’s worth seconding or to discuss
 - In discussion, chair can call on the voting members at least once, but for the public the chair can only call on them once
 - You can choose to abstain, but it is not recommended
 - Everything has to be directed to the chair
 - Point of order is used when the procedures are broken
 - Point of clarification is used when you need more information the issue
 - Call to question is used when you directly to a vote if it is not objected
- Deanna:
 - Constitutions
 - Includes names and purpose of ASFC, campus council, By-laws, election, executive boards, and many more
- Clare
 - Code of ethics
 - The details are available online
 - Keep in mind that we represent the students
 - If you don’t follow these rules, there is a violation form.
- Lara
 - By-laws overview and contents
 - Went over the ASFC background, how to apply and the requirements needed to be a member, reappointed in the 3rd week, agents are automatically removed after 3 absences
- Pierre:
 - Went through the different types of committees, charters, elections, codes, regulations and policies, attendance policy and removal from office, and the posting of minutes and agenda
- Navid
 - Office policy
 - Non voting ASFC members are not allowed to use the cubicles that are assigned to boards
 - Use headphones when you are listening to music
 - Clean up after yourself
 - Any unattended items will be disposed
 - Please use proper language and be professional
 - Cubicles are to be used only by the authorized people
 - Do not use the ASFC resources for your own needs
 - Each ASFC member is devoted 1 hour of office hour per week
 - All VPs and P needs to post minutes and agenda visible to the public



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- Secretary's phone can only be used by the secretary, guest phone shall be used only for emergencies
- Public can use the public computers, board members are only allowed to use their board's computer, do not install anything before being approved by the administration board
- Josh
 - Everyone enjoyed it, the information will be presented to the new students
 - Probably will be done again next year to train the new members.

8.6 Activities Board

M. Nawabi

Update of last board meeting in regards to social events hosted by Foothill

-Pool Party yesterday was successful

-Looking into providing donuts and coffee by the PSEC for another stress relief event

-NSO: have an alumni panel.

8.7 Administration Board

A. Choi

Update of last board meeting in regards to logistics of ASFC administration

-No meeting because lack of quorum

-Campus Center Board: purchase of OrgSync. Mentioned time KJ and Pacific Dining open during summer. Veterans Resource Center will be moved to 5400 near DRC.

8.8 Senate Board

L. Bergmann

Update of last board meeting in regards to outreach for political events

-Work on getting Kiosk

8.9 Marketing Board

A. Pan

Update of last board meeting in regards to outreach and in reach

-Advisory vote for cover of ASFC Planner

Option 1: 11 people

Option 2: 15 people

-T-shirt designs

(Ariel, Nadia) moves to make these designs for the Leadership and Ask Me t-shirts.

Discussion

Motion Approved

8.10 Athletics Board

P. Okoko

Update of last board meeting in regards to sports

-Gave FIFA game award

-First meeting Monday September 22 at 2 pm.

IX. SHARED GOVERNANCE

All items Info./Disc.

X. Announcements

(2 minute per announcement)

Pierre: call to send copies of Bylaws if anyone wants one

Erin: Come at NSO for a Foothill Beautification type day

Marwa: Please help out for NSO

Josh: Working to work out the logistics of CCSAA Conference. Tricia will be leaving.

XI. Commencements



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Dexter commends his board and Erin for being awesome

Newton commends Josh and Lara for new experiences.

Deanna commends Navid for his first meeting

Lara commends Noora for all her work this quarter

Josh commends everyone in room

XII. Adjournment at 4:15pm

Prepared by,
Noora Fahimi
ASFC Secretary
asfcsec@fhda.edu
(650) 949-9281