**Associated Students of Laney College**

**THURSDAY, DECEMBER 07, 2017** **12:00 PM**

MINUTES

**Meeting Location:**

**Student Center Building**

**4th Floor, Room SC401A**

**Laney College**

**900 Fallon St.**

**Oakland, CA 94607-4893**

**Conference Call Number: 1-(515)-739-1484**

**Access Code: 263651**

Members of the public may address the Council on any item within the Council’s jurisdiction. Members of the public must be recognized by the presiding officer to address the Council. A summary of Council rules concerning communications from the public are available from the ASLC Secretary of External Affairs at the meetings. Persons addressing items included on the agenda will be heard at the time the item is considered. Persons requesting to address items or subjects which are not on this agenda will be heard under the agenda item “Communications from Members of the Public.” Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Interested persons must request the accommodation at least 48 hours prior to the meeting to the ASLC Secretary of External Affairs. **Laney does not discriminate on the basis of age, race, color, sex or sexual orientation, marital or veteran status, national origin, or disability**

**CALL TO ORDER: 12:11 pm**

**I. ROLL CALL:**

|  |  |  |
| --- | --- | --- |
| Title | Name | P/A |
| President  | Keith Welch (KW) | **EX** |
| Vice President | Carol Williams (CW) | **A** |
| External Secretary | Corey Hollis (CH) | **P** |
| Internal Secretary  | Beomjin Kim (BK) | **1/2** |
| Treasurer  | Tameem Bahram (TB) | **P** |
| Club Affairs Officer | Abigail Baires (AB) | **P** |
| Publicity Commissioner | Laura Bloom (LB) | **A** |
| Student Advocate  | Aisha Jordan (AJ) | **P** |
| Senator  | Enrique Ramos (ER) | **A** |
| Senator  | Andy Tran (AT) | **A** |
| Senator  | Sarah Jung (SJ) | **P** |
| Senator  | Xuecheng “Kristy” Zhang (XZ) | **P** |
| Senator  | Stephen Holloday (SH) | **P** |
| Senator | Yumeng Cui (YC) | **A** |
| Senator | Dominique Brown (DB) | **1/2** |
| Alternate Senator | Hwan Jin Jo (HJ) | **1/2** |
| Alternate Senator | Woo Jin “Kris” Lee (WL) | **P** |

**7 members = Quorum**

**II. ADOPTION OF THE AGENDA:**

* ***No objections were made to appoint Corey Hollis as the presider for the 7DEC17 Regular meeting.***
* ***No objections were made to appoint Woo Jin “Kris” Lee as a voting member for the 7DEC17 Regular meeting.***
* Beomjin Kim and Hwan Jin Jo are present at the 7DEC17 Regular meeting at 12:13 pm.
* **TB made a motion to add ASLC Scholarship discussion to section VII. New Business.** *No objections were made to add ASLC Scholarship discussion to section VII. New Business.*
* **TB made a motion to adopt the 7DEC17 Regular meeting agenda with the added amendment.** *No objections were made to adopt the 7DEC17 Regular meeting agenda with the added amendment.*

**III. APPROVAL OF THE MINUTES:**

* **SJ made a motion to approve the 1DEC17 Special meeting minutes.** *No objections were made to approve the 1DEC17 Special meeting minutes.*

**IV. COMMUNICATIONS FROM MEMBERS OF THE PUBLIC:**

(Please line-up to speak when your name is called.) This portion of the agenda provides an opportunity for members of the public to address the Council on matters not included on this agenda. A maximum of 14 minutes (2 minutes per individual maximum) will be provided for speakers under this agenda item. Requests to speak which cannot be honored within the time limit will be scheduled for subsequent meetings in the order received. Under the Brown Act, Council members are not allowed to discuss and/or take formal action at today’s meeting on items brought before them under this item. Council members are only allowed to respond briefly. Persons requesting to address an item included on the agenda will be called upon at the time the agenda item is considered by the Council, and comments on tangential issues not directly related to the item may be ruled out of order. Written statements can be submitted to the ASLC Secretary of External Affairs for inclusion in the minutes.

* A member of the public thanked ASLC for their efforts.
* A member of the public thanked ASLC for taking a position on the Oakland Athletics’ relocation to the Peralta District site.
	+ Approvers of the Oakland Athletics’ relocation to the Peralta District site will attempt to mobilize and communicate their opposition to the Peralta District Board of Trustees’ decision to discontinue discussion on the Oakland Athletics’ proposal at the 12DEC12 Peralta District Board meeting.
* A Member of the public spoke in regards to the Professional development committee.
	+ Currently have a integrated planning draft and would like ASLC to provide input.
	+ The plan focuses on assisting students with basic skills and course completion
		- Alert system that lets students know when they reach a certain level of completion towards their desired goal (Associates Degree (AA), Associates with Transfer (AAT), vocational completion).
	+ The program currently has $26,000.00 available for emergency support to students.
		- Would like ASLC input on determining who qualifies to receive emergency assistance. Help provide who determines the funds we have for students.

**V. ASLC OFFICERS AND COMMITTEE REPORTS:**

A. ASLC Officer and Committee Reports (Information/10mins/ASLC): ASLC members will make any reports from Ad Hoc Committees and or Shared Governance meetings.

* Sarah Jung sat in on the District Facilities meeting. Report is attached to the 7DEC17 Regular meeting minutes.
* Beomjin Kim sat in on the Professional development. Report is attached to the 7DEC17 Regular meeting minutes.

B. Inter Club Council (ICC) Report (Information/Action/3mins/Abigail Baires): Abigail Baires will make any reports from Inter Club Council.

* ICC working on best practices to pre-plan ICC meetings.
* ICC working on best practices to collaborate and communicate with ASLC.
* **AB made a motion to add 3 proposals to beginning of section VII. New Business. Those proposals are:**
	+ Law and Politics Club Proposal.
	+ Socialist Club Proposal.
	+ Hip Hop Club Reimbursement.

*No objections were made to add 3 proposals to the beginning of section VII. New Business.*

C. Ad Hoc Committees (Discussion/Action/5mins/ASLC): ASLC will take action on any issues pertaining to ad hoc committees for the 2017-18 school year.

* ***TB made a request to add Institutional Awareness Procedure for ASLC committee reports to the 14DEC17 Regular meeting.***
* Dominique Brown is present at the 7DEC17 Regular meeting at 12:27 pm.
* Aisha Jordan mentioned in regard to the Resolutions and Constitutions committee that:
	+ Conducted are first meeting on November 28, 2017.
	+ Working towards lobbying the resolutions passed at Student Senate for California Community Colleges.

**VI. OLD BUSINESS:**

A. Chartering/Re-charting clubs (Discussion/Action/5mins/ASLC): ASLC will take action on chartering/re-charting clubs.

* ***No objections were made to table item VI.A.***

B. ASLC Office Policies and Procedures (Discussion/Action/10mins/ASLC): ASLC will discuss and possibly take action regarding ASLC office policies and procedures for ASLC members.

* **SH made a motion to table item VI.B.** *No objections were made to table item VI.B.*

C. Aisha Jordan’s gas reimbursement (Discussion/Action/5mins/ASLC): ASLC will consider reimbursing Aisha Jordan for gas purchases to Sacramento, CA for Student Senate for California Community Colleges Fall 2017 General Assembly in the amount of $50.00.

* **Aisha Jordan made a motion to table item VI.C.** *No objections were made to table item VI.C.*

**VII. NEW BUSINESS:**

A. Law and Politics Club Proposal (Discussion/Action/5mins/Richard Garcia): ASLC will consider approving the purchase of t-shirts for the Law and Politics club in the amount of $272.60.

* **TB made a motion to approve the Law and Politics Club Proposal from fund 71-544-5885-1-696600-0000-00 in the amount of $272.60.**  *No objections were made to approve the Law and Politics Club Proposal from fund 71-544-5885-1-696600-0000-00 in the amount of $272.60.*

B. Socialist Club Proposal (Discussion/Action/5mins/Ben Daniels): ASLC will consider approving the purchase of pamphlets for the Socialist Club not to exceed $250.73.

* **TB made a motion to approve the Socialist Club Proposal from fund 71-544-5885-1-696600-0000-00 not to exceed $250.73 with the exception that the donation request on the pamphlets be removed.** *No objections were made to approve the Socialist Club Proposal from fund 71-544-5885-1-696600-0000-00 not to exceed $250.73 with the exception that the donation request on the pamphlets be removed.*

C. Hip Hop Club Reimbursement (Discussion/Action/5mins/Stephen Holloday): ASLC will consider approving the Hip Hop Club reimbursement to Stephen Holloday for Disk Jokey (DJ) services during a Hip Hop Club event on Tuesday, December 5, 2017 in the amount of $150.00.

* **TB made a motion to approve the Hip Hop Club reimbursement to Stephen Holloday for DJ services during a Hip Hop Club event on Tuesday, December 5, 2017, from fund 71-544-5106-1-696600-0000-00 in the amount of $150.00.** *No objections made to approve the Hip Hop Club reimbursement to Stephen Holloday for DJ services during a Hip Hop Club event on Tuesday, December 5, 2017, from fund 71-544-5106-1-696600-0000-00 in the amount of $150.00.*

D. Spring 2018 Welcome Back Week Proposal (Discussion/Action/10mins/ASLC): ASLC will consider approving the Spring 2018 Welcome Back Week Proposal not to exceed $1,000.00.

* **TB made a motion to approve the Spring 2018 Welcome Back Week Proposal from fund 71-544-5106-1-696600-0000-00 not to exceed $1,000.00.** *No objections were made to approve the Spring 2018 Welcome Back Week Proposal from fund 71-544-5106-1-696600-0000-00 not to exceed $1,000.00.*

E. Winter Break Leadership Training for Laney College Student Leaders (Discussion/10mins/ASLC): ASLC will discuss organizing leadership training during the winter break for Laney College student leaders.

* ASLC Discussed the Winter Break Leadership Training for Laney College Student Leaders.

F. Apple Inc. Computer Purchase (Discussion/Action/10mins/ASLC): ASLC will consider purchasing Apple Computers for the Laney College Student Center not to exceed $24,000.00.

* Plan to have 10 computers in the back half of the Student Center Conference Room on the 4th floor.
	+ The remaining 5 computers will be distributed among the 3rd floor ASLC offices.
* **AJ made a motion to approve the Apple Inc. Computer Purchase from fund move to approve 82-544-5885-1-696600-0000-00 not to exceed $24,000.00.** *No objections were made to approve the Apple Inc. Computer Purchase from fund move to approve 82-544-5885-1-696600-0000-00 not to exceed $24,000.00.*

G. Shure GLXD2 Handheld Transmitter (Microphone) Purchase (Discussion/Action/10mins/ASLC): ASLC will consider purchasing the Shure GLXD2 Handheld Transmitter not to exceed $300.00.

* **TB made a motion to approve the purchase of the Shure GLXD2 Handheld Transmitter (Microphone) from fund 71-544-4304-1-696600-0000-00 not to exceed $300.00.** *No objections were made to approve the purchase of the Shure GLXD2 Handheld Transmitter (Microphone) from fund 71-544-4304-1-696600-0000-00 not to exceed $300.00.*

H. ASLC Updates to Election’s Code (Discussion/Action/10mins/ASLC): ASLC will consider approving the changes to ASLC’s election code.

* **TB made a motion to approve the updates to the Election Code.** No objections were made to approve the updates to the Election Code.

I. ASLC Scholarship Discussion (Discussion/Action/5mins/Tameem Baharm): ASLC will discuss and consider actions regarding for the ASLC Annual Scholarship.

* ASLC discussed the ASLC Annual Scholarship. Items discussed were as follows:
	+ Increase the Scholarship funds to $12,000.00
	+ Reduce the number of categories to 4:
		- Academic
		- Low income
		- Student Leadership
		- Transfer
	+ Reduce the number of awards to 8:
		- 2 students per category with an award of $1,500.00 each.
			* 1 male identified student.
			* 1 female identified student.
	+ Reduce scholarship essay to 300-500 words.
* **AJ made a motion to extend the 7DEC17 Regular meeting 10-minutes.** *No objections were made to extend the 7DEC17 Regular meeting 10-minutes.*
* Xuecheng “Kristy” Zhang is excused from the 7DEC17 Regular meeting at 1:13 pm.
* ***No objections were made to postpone item VII.I. until the 14DEC17 Regular meeting.***
* ***No objections were made to adjourn the 7DEC17 Regular meeting at 1:13 pm.***

**VIII. ANNOUNCEMENTS:**

**IX. MEETING ADJOURNED: 1:13 pm**

**SHARED GOVERNANCE COMMITTEE REPORT**

|  |  |
| --- | --- |
| NAME OF COMMITTEE: | District Facilities Committee |
| DATE OF MEETING: | Friday, December 1st, 2017 |
| COMMITTEE CHAIR: | Dr. Sadiq B. Ikaro |

**SUMMARY OF ITEMS COVERED:**

* Update-Status of Prop 39-Charles Neal
	+ LED lighting – Districtwide
	+ Library Renovation-Laney
	+ Pipeline/Pool Renovation-Laney
* Deadlines for prop 39:
	+ May 11, 2018-Final project list must be submitted to State Chancellors office
	+ June 28, 2019-Projects must be completed and fully functional
* The Opterra Project
	+ Energy Service company
	+ Evaluating and analyzing our infrastructure to make it more efficient
	+ General Utilities Fund used to pay for initial costs
	+ Use the money saved to pay for the equipment needed
	+ Currently awaiting report from company
* Teamwork Orientation-Director Mehouelly
	+ DFC has implemented teamwork to manage task and documents within the DFC
	+ Co-chair Stephen Corlett is working on adding all members of the DFC to teamwork and uploading all documents.
* Corlett Resolution: Laney’s Facilities Report-Stephen Corlett
	+ Advocates setting specific percentages of the allocated scheduled maintenance budget specifically for each college
	+ Amendments discussed: Ask for 2% of the general fund
	+ DFC voted to endorse the resolution

**MATTERS PENDING:**

* Accreditation: Delineation of Functions/January Special meeting TCO
* Discussion of 1.5%: review of budget facts
* Best Practices on contracting and Procurement (CCCFC)

**SHARED GOVERNANCE COMMITTEE REPORT**

Professional Development Committee Report

-Date: December 5, Tuesday, 2017

-Reporter: Beomjin (Benji) Kim (Internal Secretary of ASLC)

-Place: T-850

# Call to order: 3:08 PM

# Agenda: (Same with the last meeting’s agenda)

1) Planning for January “Flex-Days”

- The Districtwide “Flex-Day” will be held on January 18th, Thursday. (Not mandatory and responsible for Laney faculty/staff)

- The Laney “Flex-Day” will be held on January 19th, Friday. (Highly encouraged for all Laney faculty/staff)

- Talking about the faculty involvement: The Laney faculty will gather on Flex-Day and discuss how to raise and manage the faculty involvement for Laney students.

2) Rules regarding faculty participation in shared-governance are presented: discussion on whether the faculty needs to participate in shared-governance, who needs to participate in what committee, and how much effort and time do the faculty need to devote.

(Discussion on this agenda will be made on January “Flex-Day” with all Laney faculty/staff)

3) How to make SSSP more effective and active

- SSSP (Student Success and Support Program) is the assisting program for new and continuing students: introducing and encouraging students to be familiar with the campus.

- New students need an assist for registering and enrollment for classes

- Suggested Idea: Online Campus Tour (ex: video tour), Online orientation before semester starts, Increasing SEP (Student Education Plan) counseling on the campus.

+ Chair for this committee for the next year is vacant now, so the committee is seeking for the new chair now.

# Meeting adjourned: 4:01 PM