

Associated Students of Laney College

THURSDAY, MAY 10, 2018 12:00 PM
REGULAR MEETING AGENDA

Meeting Location:
Building F-170
Conference Room
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:

I. ROLL CALL:

Title	Name	P/A
President	Keith Welch (KW)	
Vice President	Carol Williams (CW)	
External Secretary	Corey Hollis (CH)	
Internal Secretary	VACANT	-
Treasurer	Tameem Bahram (TB)	
Club Affairs Officer	Abigail Baires (AB)	
Publicity Commissioner	Laura Bloom (LB)	
Student Advocate	Aisha Jordan (AJ)	
Senator	Enrique Ramos (ER)	
Senator	Andy Tran (AT)	
Senator	Sarah Jung (SJ)	
Senator	Xuecheng "Kristy" Zhang (XZ)	
Senator	Stephen Holloday (SH)	
Senator	VACANT	-
Senator	Dominique Brown (DB)	
Alternate Senator	VACANT	-
Alternate Senator	VACANT	-

7 members = Quorum

II. ADOPTION OF THE AGENDA:

III. APPROVAL OF THE 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.

V. ASLC OFFICERS AND COMMITTEE REPORTS:

A. Shared Governance Committee Reports (Information/2mins per report/ASLC):

ASLC members will make any reports from Shared Governance meetings.

B. Inter Club Council Report (Information/Action/3mins/Abigail Baires):

Abigail Baires will make any reports from Inter Club Council.

C. Treasurer's Report (Information/3mins/Tameem Bahram):

Tameem Bahram will update ASLC on the current balance of ASLC funds.

D. Student Trustee Report (Information/3mins/Corey Hollis):

Corey Hollis will update ASLC on Peralta District Board of Trustees items.

E. Ad Hoc Committee Reports (Information/Action/2mins per report/ASLC):

ASLC will take action on any issues pertaining to ad hoc committees for the 2017-18 school year.

SPECIAL ORDERS:

A. Swearing-in of the 2018-19 ASLC Council (Ceremony/10mins/Keith Welch):

Keith Welch will swear-in the 2018-19 ASLC Council.

VI. NEW BUSINESS:

A. Inter Club Council Club Re-charters for the 2018-19 Academic Year

(Discussion/Action/5mins/ASLC):

ASLC will consider re-chartering clubs for the 2018-19 academic year.

B. ASLC Final Administrative Revisions (Discussion/Action/10mins/Dir. Gary Albury):

ASLC will discuss the final ASLC budget and any pending items for the 2017-18 ASLC council.

C. Approval of J&J Vending Commission (Discussion/Action/10mins/ASLC):

ASLC will approve a commission percentage for the contract agreement with J&J Vending.

D. ASLC Best Practices Roundtable (Information/10mins/ASLC):

ASLC will discuss best practices for ASLC operation with the 2018-19 ASLC council.

VII. COMMUNICATIONS FROM THE FLOOR

This time is reserved for any ASLC Members to make announcements on items not on the agenda. **A time limit of three (3) minutes per speaker and (15) fifteen minutes total shall be observed.** **NO** action will be taken and the total time limit for this item shall not be extended.

VIII. MEETING ADJOURNED:

Associated Students of Laney College

THURSDAY, MAY 10, 2018 12:00 PM

MINUTES

Meeting Location:

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CALL TO ORDER: 12:07 am

I. ROLL CALL:

Title	Name	P/A
President	Keith Welch (KW)	P
Vice President	Carol Williams (CW)	P
External Secretary	Corey Hollis (CH)	P
Internal Secretary	VACANT	-
Treasurer	Tameem Bahram (TB)	P
Club Affairs Officer	Abigail Baires (AB)	P
Publicity Commissioner	Laura Bloom (LB)	P
Student Advocate	Aisha Jordan (AJ)	1/2
Senator	Enrique Ramos (ER)	A
Senator	Andy Tran (AT)	1/2
Senator	Sarah Jung (SJ)	P
Senator	Xuecheng "Kristy" Zhang (XZ)	P
Senator	Stephen Holloday (SH)	P
Senator	VACANT	-
Senator	Dominique Brown (DB)	A
Alternate Senator	VACANT	-
Alternate Senator	VACANT	-

7 members = Quorum

II. ADOPTION OF THE AGENDA:

- Aisha Jordan is present at the 10MAY18 Regular meeting at 12:10 pm.
- Andy Tran is present at the 10MAY18 Regular meeting at 12:12 pm.
- **TB made a motion to add Budget Transfer to the 10MAY18 Regular meeting. LB seconded the motion. AB objected the motion.**
 - **Roll call vote: CW – Yay, CH – Yay, TB – Yay, AB – Nay, LB – Yay, AJ – Yay, SJ – Nay, XZ – Yay, SH – Yay.**
 - *With 7 yays and 2 nays, the motion passed.*
- **LB made a motion to add Laney Day Proposal to the 10MAY18 Regular meeting agenda. TB seconded the motion. CH objected the motion.**
 - **Roll call vote: CW – Yay, CH – Nay, TB – Abstention, AB – Nay, LB – Yay, AJ – Nay, SJ – Nay, XZ – Nay, SH – Yay.**
 - *With 3 yays 5 nays and 1 abstention, the motion did not pass.*
- **AB made a motion to adopt the 10MAY18 Regular meeting with the added amendment. SJ seconded the motion.** *No objections were made to adopt the 10MAY18 Regular meeting with the added amendment.*

III. APPROVAL OF THE MINUTES:

- **AB made a motion to approve the 3MAY18 Regular meeting minutes. CH seconded the motion.** *No objections were made to approve the 3MAY18 Regular 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.

- **No public comment.**

V. ASLC OFFICERS AND COMMITTEE REPORTS:

A. Shared Governance Committee Reports (Information/2mins per report/ASLC):

ASLC members will make any reports from Shared Governance meetings.

- Sarah Jung sat in on the Health Safety and Security and the District Facilities Committee meetings.
 - Reports are attached the 10MAY18 minutes.
- Abigail reported on the Institutional Effectiveness Committee.
 - Last meeting will be held on May 24, 2018.
- Keith Welch sat in on the Presidents Cabinet meeting. Items discussed were as follows:
 - Guided Pathways.
- Keith Welch and Aisha Jordan were present at the Peralta District Board meeting.
 - Aisha Jordan and Keith Welch made reports for ASLC.
 - Aisha Jordan reported on her experience at the Congressional Black Caucus trip.

B. Inter Club Council Report (Information/Action/3mins/Abigail Baires):

Abigail Baires will make any reports from Inter Club Council.

- No report.

C. Treasurer's Report (Information/3mins/Tameem Bahram):

Tameem Bahram will update ASLC on the current balance of ASLC funds.

- Made financial goal of \$43,000.00 left over for the 2018-19 council.

D. Student Trustee Report (Information/3mins/Corey Hollis):

Corey Hollis will update ASLC on Peralta District Board of Trustees items.

- Student Trustee right to an advisory vote and to make and second motion during the Peralta Board meeting passed the first reading.
 - The Newly elected Student Trustees will have to ensure that the final reading of the Student Trustee right to an advisory vote and to make and second motions during the Peralta Board meetings passes.

E. Ad Hoc Committee Reports (Information/Action/2mins per report/ASLC):

ASLC will take action on any issues pertaining to ad hoc committees for the 2017-18 school year.

- No ad hoc.

VI. SPECIAL ORDERS:

A. Swearing-in of the 2018-19 ASLC Council (Ceremony/10mins/Keith Welch):

Keith Welch will swear-in the 2018-19 ASLC Council.

- Keith Welch swore in the new council.

VII. NEW BUSINESS:

A. Inter Club Council Club Re-charters for the 2018-19 Academic Year (Discussion/Action/5mins/ASLC):

ASLC will consider re-chartering clubs for the 2018-19 academic year.

- **CH made a motion to approve the submitted club charters. LB seconded the motion. No objections were made to approve the submitted club charters.**
 - Club charters are as follows:
 - Laney Soccer Club
 - Laney Architecture Club

B. ASLC Final Administrative Revisions (Discussion/Action/10mins/Dir. Gary Albury):

ASLC will discuss the final ASLC budget and any pending items for the 2017-18 ASLC council.

Make sure to turn in keys to Evelyn within the next week.

- Director Albury recommended that Tameem Bahram make a final report of expenditure left for ASLC approved proposals.
- TB is excused from the 10MAY18 Regular meeting at 12:32 pm.
- SH is excused from the 10MAY18 Regular meeting at 12:39 pm.

C. Approval of J&J Vending Commission (Discussion/Action/10mins/ASLC):

ASLC will approve a commission percentage for the contract agreement with J&J Vending.

- **AJ made a motion to approve the vending commission with J&J vending of 20%. CW seconded**

the motion. CH objected the motion.

- **Roll call vote: CW – Yay, CH – Nay, AB – Yay, LB – Yay, AJ – Yay, AT – Yay, SJ – Nay.**
- *With 5 yays and 2 nays, the motion passed.*
- **AJ made a motion to adjourn the 10MAY18 Regular meeting at 1:00 pm. SJ seconded the motion.**
No objections were made to adjourn the 10MAY18 Regular meeting at 1:00 pm.

D. ASLC Best Practices Roundtable (Information/10mins/ASLC):

ASLC will discuss best practices for ASLC operation with the 2018-19 ASLC council.

VIII. COMMUNICATIONS FROM THE FLOOR

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IX. MEETING ADJOURNED: 1:00 pm

SHARED GOVERNANCE REPORT FORM

NAME OF COMMITTEE:	District Facilities Committee
DATE OF MEETING:	Friday, May 4 th , 2018
COMMITTEE CHAIR:	Dr. Sadiq B. Ikaro

SUMMARY OF ITEMS COVERED:

Discussion: Assessment of Goals

- **Goal #1:** Aggregate the Facilities plans of the Colleges and District Administrative Center, integrate and prioritize the plans into a Master Plan to present for bond or other sources of funding.
 - Status: Achieved
 - Master plan was discussed and finalized the past meeting
- **Goal #2:** Continue to develop the District-wide Total Cost of Ownership Guidelines and Implementation Plan.
 - Status: Not Achieved
 - TCO has been continually been discussed at the DFC meeting, but the committee has not presented a finalized document.

Discussion: Update on 2018 30-day Projects

- **Status:**
 - Majority have been completed
 - Remaining projects will be completed during the summer
 - i.e. Deep cleaning, window washing

Discussion: Blue Phones Update

- Laney College & Merritt College will move forward with the repair of all Blue Phones on campus
- Budget not available to repair College of Alameda's Blue Phones
 - Will be removed pending approval
- Blue Phones will be installed at the district office

Completed By: Sarah Jung

SHARED GOVERNANCE REPORT FORM

NAME OF COMMITTEE:	Health, Safety, & Security Committee
DATE OF MEETING:	Tuesday, May. 8 th , 2018
COMMITTEE CHAIR:	Amy Marshall

SUMMARY OF ITEMS COVERED:

Discussion: Active Shooter Response Training Recap

- Training was a success
- Highlights
 - Videos Shown during trainings
 - Run, Hide, Fight (Homeland Security)
 - The Monkey Illusion
- Low attendance for daytime trainings
 - Ideas to boost attendance
 - HL recommends contacting faculty
 - PW recommends using a text notification system to contacts students
 - HL recommends providing food
- Future Training Ideas
 - AM recommends running a training for faculty during flex day
 - Run a separate more informal training specifically for students later in the semester
 - Town hall style

Discussion: Resource Guide

- HL completed a financial aid resource sheet
 - In process of distributing
- HL is currently working on guides for admissions & records and counseling

Discussion: Fall Goals

- Update and Maintain HSS Committee Website
- Create HSS Resource Guide
- Update Committee Charge to align with the strategic plan
- Plan and Execute drills
 - Evacuation Drill
 - Evacu-Chair Training
 - Active Shooter Response Training
 - The Great Shakeout

Completed By: Sarah Jung