

Associated Students of Solano College
Regular Meeting Minutes
 February 6th, 2018
 12:30 - 3:30 pm

Solano Community College
 ASSC Conference Room, 1421
 4000 Suisun Valley Rd
 Fairfield, California

I. CALL TO ORDER

The meeting was called to order by President Potts at 12:30 pm.

II. OFFICIAL ROLL CALL

Position	Present	Absent	Arrival Time/Time Departed
President Potts	x		
Vice President Requeijo	x		
Secretary Rayfield	x		
Legislative Advocate Chau	x		
Student Trustee Hinkle	x		
Treasurer Schmidt		x	
Public Relations Officer- Vacant	-		
Governing Board Senator Chapa	x		
Vocational Curriculum - <i>Vacant</i>	-		
Business Services Senator Soto		x	
Diversity Affairs Senator Siasosi		x	
Academic Curriculum Senator Potts	x		
Student Services - <i>Vacant</i>	-		
Business Senator Johnston	x		
Fine & Applied Arts Senator Jones	x		
Health and Kinesiology Senator Tapia	x		
Career Technology Education Senator- <i>Vacant</i>	-		
Humanities Senator- <i>Vacant</i>	-		
Math and Science Senator- <i>Vacant</i>	-		

Social and Behavioral Science Senator Saenz	x		
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6/8 Senators at first roll call. | **Quorum Met**

7/9 Senators at 1:20pm. | **Quorum**

Met

III. APPROVAL OF AGENDA

A. **January 30th, 2018.**

- a. Senator Johnston moved to approve the Agenda for February 6th, 2018 with the removal of item 6.B.A. Senator Potts seconded. There was no discussion. There were no objections. The motion passed.

IV. APPROVAL OF MINUTES

A. **January 30th, 2018.**

- a. Senator Chapa moved to approve the Minutes for January 30th, 2018 with all necessary corrections. Senator Tapia seconded. There was no discussion nor objections. The motion passed.

V. PUBLIC FORUM

- A. Catherine - Sitting in during the meeting.
- B. Tiffany Dorsi- Voiced concern that her professor was corrected last semester by the Math Dean that they are not required to drop students for issues with attendance due to Title 5. Wanted to spread awareness that students can not have their grade lowered because of absences.
 - a. Associate Ahmad stated that she did pull up Title 5 and that we should speak to the departments.
 - b. Senator Chapa asked if we should contact the Chair of the Faculty Senate (Michael Wyly, and that we should send a formal email).
 - c. Senator Johnston asked if there was any other issues we'd run into with bringing it up, i.e. for classes that grade participation as well.

VI. ADVISOR'S REPORT

(10:00 Minutes)

Dr. Slade:

Was unsure where the guest speakers are, since they have not arrived yet.
 Reminded the Senate about the events for Black History Month, encouraged ASSC to come and bring other students/ people that are interested.
 Dena's Retirement- Need a committee of three people that can put it together.
 Women's History Month is still being planned.
 California State Capitol Internship Program- has information readily available if anyone is interested.
 Trifolds need to be delivered (one each) to Vacaville and Fairfield campuses.
 Going to be having a panel on the fourteenth of this month, showing a film concerning African Americans in the military. The panel will consist of African Americans that were in the military as well. (@11:00 AM)

Guest Speaker (Laura Convento, Leslye Flores, Laura Scott):

Laura Scott: Colleges require a certain process when it comes to vendors on campus. A "Formal Bid" is required, in this process they go backwards from what a Board Meeting requests. Typically use Herald, Daily Republic, and Reporter. Have groups submit questions to Laura Convento, once there are questions asked they post what projects are currently going on. Call a pre-bid meeting as well so that everybody can get the information. Determine dates and deadlines for all bids and questions. Bid opening must be 15 days after first advertisement. Determine questions that need to be answered during the proposals.

Dr. Slade asked if there was a possibility of students getting a copy of questions that have been asked in the past. It was stated that there should be some from other colleges, other companies, etc.. Also stated that students don't need to sign an contracts, but will have to make sure to meet deadlines that are given. Wanted to make sure that there will be help for ASSC from Fiscal.

Senator Ahmad requested that they briefly explain that the RFP Program, and what we benefit from it as a college or ASSC.

Laura Scott: Stated that it is more so a benefit for the college rather than the ASSC. Requested that people email Laura Convento if having any questions about the bid. By August they'll be looking for a new vendor. Will be getting a sample contract that the ASSC may view.

Dr. Slade asked if it was okay to send information to specific companies.

Student Trustee Hinkle had a question asking if there is any other ways that we advertise. We are able to advertise through other ways, we just have to advertise through the newspaper as well.

Senator Chapa asked specifically what it was. It is a request for proposals.

Associate Ahmad asked if there were conditions that we could ask of the companies putting in bids.

VII. ACTION ITEMS (5:00 Minute per item)

- A. Swear in Executive Board sponsored by President Potts.
 - a. No Executive Members to swear in.
- B. Swear in Senators sponsored by President Potts.
 - a. Swore Shereen Ahmad into the position of Student Services Senator.
- C. Swear in Associates sponsored by President Potts.
 - a. No Associates to swear in.

I. INFORMATIONAL ACTION ITEMS (5:00 Minutes per item)

- A. Create the Maintenance Committee.
 - a. Last meeting Senator Ahmad brought up the issues that we have concerning our bathrooms on campus. The Committee is going to be ADHOC, and has a letter drafted concerning the issues.
 - b. Letter is already drafted. Read during the meeting as well.
 - c. Senator Johnston, Senator Jones, and Student Trustee Hinkle were assigned to work with Senator Ahmad on these issues.
- B. [Senate Bill #35: Code of Conduct](#)
 - a. Read over the rules that have been written, The Brown Act has been considered in the making of these rules.
 - b. Senator Ahmad moved to table Bill #35: Code of Conduct to next week's Agenda of February 13th, 2018. Senator Jones seconded. There was no discussion nor objections. The motion passed.
 - c. Senator Chapa moved to request that Senator's look into this and write out their input. Senator Potts seconded. There was hand vote (1-0-6). The motion failed.
- C. Senate Bill #36:Preserving Memorials
 - a. Senator Johnston moved to postpone Bill #36: Preserving Memorials indefinitely. Senator Tapia seconded. There was no discussion nor objections. The motion passed

II. INFORMATION ITEMS (5:00 Minutes per item)

- A. Renovations to the 1400 Building.
 - a. ICC will be asking for input next meeting.
 - b. Dr. Slade wanted to remind us that February is the end of the Fiscal year and that we need to work faster and get the list done.
 - c. President Potts, Vice President Requeijo, and Senator Ahmad will be asking people's personal ideas on what they want to see done in the 1400 Lobby.
 - B. New placards for the Senate.
 - a. No numbers just yet, we are in need of new placards so that members of the public will be able
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- to identify Senate members.
- b. Legislative Advocate Chau offered to send out designs to Graphics.

VIII. Committee Reports (5:00 Minutes per item)

- A. **Political Activities** / Nothing to report.
- B. **Sports Promotion** / Nothing to report.
- C. **Inter-Club Council** / Tomorrow is Club Promo Day, there are 22/36 clubs attending, and having ASSCs presence would be preferred.
- D. **Club Funding** / Funding request forms will all be in by February 8th. Please make sure to attend the Senate meeting on February 21st, because clubs will be presenting to receive their funding.
- E. **Activities** / Meeting will held this Friday.
- F. **Procedural Review** / Nothing to report.
- G. **Outreach** / First meeting will be this Friday after Activities.
- H. **Safety** / Nothing to report.
- I. **Student Concerns** / Will be deciding on times for meetings.
- J. **Social Justice** / Nothing to Report.
- K. **RFP** / Will be establishing dates.

IX. EXECUTIVE BOARD REPORTS (3:00 Minutes per item)

1. President Potts: Advised everybody to get the app. Make sure everyone is managing their time sheets. Will be having personal meetings with everyone to see what their own goals are.
2. Vice President Requeijo: Club funding request due date: February 12th; Presentations: February 21st.
3. Secretary Rayfield: Reminded everyone to get their reports in on Mondays by noon.
4. Legislative Advocate Chau: Meeting to get a new Students Advisory Director.
5. Student Trustee Hinkle: Needs help with making posters for Black History Month. Working on general event checklist. Wanted to address and thank those who have helped with the events so far. ([Report Included.](#))
6. Treasurer Schmidt: Absent.
7. Public Relations Officer - *Vacant.*

X. DIVISION REPORTS (3:00 Minutes per item)

- A. Governing Board, Chapa: Will be having a Governing Board and Measure Q meeting tomorrow.
- B. Vocational Curriculum: *Vacant.*
- C. Business Services, Soto: Absent.
- D. Diversity Affairs, Siaosi: Absent.
- E. Academic Curriculum, Potts: [Report Included.](#)
- F. Student Services, Ahmad: Nothing to report.
- G. Business, Johnston: RFP committee will have a contingency meeting after the presentation from finance this week. Women’s history month is still in the works.
- H. Fine and Applied Arts, Jones: Will be having a Department Meeting this Friday at 10:30-12:00.
- I. Health and Kinesiology, Tapia: Nothing to report.
- J. Humanities: *Vacant.*
- K. Career Technology Education: *Vacant.*
- L. Math and Science: *Vacant.*
- M. Social and Behavioral Science, Saenz: Nothing to report.

XI. ANNOUNCEMENTS/OPEN DISCUSSION

- A. Gerardo Reynoso- Wanted to remind everyone that the jazz band will be playing tomorrow in the 1400

lobby from 3pm to 4pm.

B. Senator Johnston- GOP Rally at Capitol Building in Sacramento (2/11/18 at 1:00pm to 3:00pm)

XII. UPCOMING AGENDA

- A. Welcome Back Week for Next Fall
- B. Name Plates

XIII. ADJOURNMENT

Senator Potts moved to adjourn the meeting at 2:18 pm on February 6th, 2018. Senator Johnston seconded the motion. The meeting was adjourned at 2:18 pm, with no objections or discussions.

Executive Board	Name	Administrative Senators & Associates	Name	Academic Senators & Associates	Name
<i>President</i>	Laurel Potts	<i>Governing Board</i>	S: Micaela Chapa A: Gigi Benipal	<i>Business</i>	S: Franziska Strain A: Gerardo Reynoso
<i>Vice President</i>	<i>Vacant</i>	<i>Diversity Affairs</i>	S: Julia Siaoisi A: Jeremiah Lago	<i>Career Technical Education</i>	S: Shereen Ahmad A: Aria Mahmondieh
<i>Secretary</i>	Adarine Rayfield	<i>Vocational Curriculum</i>	S : <i>Vacant</i> A: Jasmine Cano	<i>Fine and Applied Arts</i>	S: <i>Vacant</i> A: <i>Vacant</i>
<i>Legislative Advocate</i>	Hien Chau	<i>Academic Curriculum</i>	S: Darren Potts A: Carmen Silvey	<i>Humanities</i>	S: Erin Jones A: <i>Vacant</i>
<i>Student Trustee</i>	Jacob Hinkle	<i>Business Services</i>	S: Janet Soto A: Nicolas Johnston	<i>Health and Kinesiology</i>	S: Joshua Tapia A: Elizabeth Cano
<i>Treasurer</i>	Angel Lopez	<i>Student Services</i>	S: Nicole Requeijo Boylan A: Anoop Brar	<i>Math and Science</i>	S: Cody Schmidt A: Estefanny Saenz

<i>Public Relations Officer</i>	Johnita Lanni-Cradit		<i>Social and Behavioral Science</i>	<i>S: Vacant A: Sakina Ali</i>
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