

Meeting Minutes

Associate Student Whatcom Community College Executive Board Meeting
Wednesday, January 16th, 2019
Syre 216

Call to order: President Mason Green called the ASWCC Executive Board meeting to order at 4.05 PM. In addition to the president were The Executive Vice President, Rayo Suseno; VP for Campus Advocacy, Julie Connell; VP for Programming, Shahrul Kamil; VP for Operations, Kevin Wirawan; VP for Clubs, Surabhi Subedi; Vice President of Student Services, Dr Luca Lewis; Director for Student Life and Development, Heidi Farani; Feeding Whatcom Americorps VISTA, Catherine Chambers.

Reports:

- President –Mason Green:
 - Joint Meeting with President Cabinet
 - Invited by Dr Luca Lewis to have a joint meeting with the president cabinet on February 27th
 - Requesting to have the report and agenda finalized one week before the scheduled meeting
 - S&A Budget Packet
 - The packet is available for public
 - Some words have been updated to clarify the importance of the process and showing its significance to the student body
 - Going to connect with Executive Vice President, Rayo Suseno to spread the information to the ASWCC Senator
 - Compiling ASWCC Report
 - Post-Card Initiatives Report
 - #rockthevote report
 - Leaving the report to be a legacy item

- Executive Vice President – Rayo Suseno:
 - Snow Request on Senate Meeting
 - Taryn Born – Snow representative on Senate meeting
 - Reached out to ask for materials needed to be prepared for her next visit to the Senate Meeting
 - Question has been relayed to the ASWCC Senator

- Planning to connect more with ASWCC President, Mason Green and Director for Student Life and Development, Heidi Farani
- NOTE:
 - Director for Student Life and Development, Heidi Farani:
 - ASWCC Executive Board Members are leaders on the senate table. It is important to be able to guide the conversation wisely when dealing with problems
 - Clarity on expectations for Senators to distinguishing allowed budget allocations
 - Reminding the importance to make Clubs feel supported and not having a barrier to get any assistance from Campus
 - Vice President for Student Services, Dr Luca Lewis:
 - Acknowledging the possibility of having situation when decision can't be made instantly.
 - Reminding senators as well as other leaders the need to be knowledgeable on which area than can brought up to the table right away, which could possibly make a big impact for the funding requester.
- Senate Meeting Efficiency Plan
 - Planning to incorporate some of the B.O.T meetings structure into Senate Meetings
 - Planning to have written report from Executive Board Members, ASWCC Senate Committees, as well as S&A Recipients submitted and compiled before the meeting.
 - NOTE:
 - ASWCC VP for Programming, Shahrul Kamil:
 - Agree on having Executive Board and Senate Committees to have a written report, however suggesting S&A Recipient to keep on having an oral report on Senate Meeting
- Compiling Legislative Advocacy Day Report
 - Compiling Legacy
 - Way to connect with Legislator
 - Person that should be contacted for supports
 - Useful Information from Olympia
 - Open for additional report from everyone else.
 - NOTE:
 - ASWCC VP for Campus Advocacy, Julie Connell:
 - Proposing on making a "Thank-you Letter" for the Representatives
 - Going to connect further with Rayo for the Initiatives.

- Invitation from Rep. Werven to have student from WCC to testify
 - Related to Issue from HB 1701 and HB 1702, which stating about student ability to see the cost of the textbook for each class.
 - Opportunity will be available on Tuesday, February 5th at 9.30 AM
 - Opening opportunity for everyone who are interested
 - NOTE:
 - Vice President for Student Services, Dr Luca Lewis
 - Presenting a testimony need significant amount of preparation
 - Time limit – 2 minute
 - Highly recommending to meet with President Special Assistant, Rafeeka Kloke to get tips and practices.

- VP for Operations – Kevin Wirawan:
 - Orca Volunteers Program
 - Find Your Pod Volunteer
 - 9 people have registered from the Orca Volunteer
 - 8 people from the Residence Life
 - Planning to send the volunteer instructions to the volunteer as soon as possible.
 - Report on first volunteer event
 - 14 people came to the Event
 - Having some feedback from the Volunteer regarding their volunteer experiences in Whatcom for the improvement of the program.
 - Problems with Food Accommodation
 - SODEXO failed to prepare the ordered food on time and provided us with some free snacks for the event as a compensation.

- VP for Campus Advocacy –Julie Connell:
 - Food Pantry
 - The Orca Food Pantry grows significantly over the months
 - Realizing the needs for extra supports to further develop the pantry in the long term
 - Planning to have further discussion with ASWCC President, Mason Green

- VP for Clubs – Surabhi Subedi
 - Promotional Plan
 - Creating the ASWCC Executive Board Promotional Plan
 - NOTE:
 - Director for Student Life and Development, Heidi Farani:
 - Clarifying the difference of the promotional plan to the visibility plan

- Reminding the team to stick to the initial workplan instead of duplicating efforts on same plan with different names.
 - ASWCC VP for Programming, Shahrul Kamil:
 - Recognizing that there was a miscommunication between ASWCC VP for Clubs, Surabhi Subedi
 - Expecting Surabhi to focus more on Social Media Promotion
 - Reminding the Executive Board not to make too much plan without actual realization.
 - Americorps Vista, Catherine Chambers:
 - Social Media is a big missing piece in the Student Engagement in Whatcom.
- VP for Programming – Shahrul Kamil:
- ASWCC Executive Board Trifold
 - Have connected to Issac to discuss the initial design of the Executive Board trifold
 - Expecting a suggestions from the Executive Board members
 - Find Your Pod
 - Volunteer Instructions has been done and shared
 - Reporting that Starbuck Coffee is willing to provide coffee for the Find Your Pod

Advisory Report:

- All Staff Meeting on Friday, February 1st will be the chance we can finalize the Find Your Pod preparation.