October 20, 2014
2:00 P.M.
BK 111

1. Call to Order
President Miles Aiello called the meeting to order at 2:04 P.M.

2. Flag Salute
Commissioner Ochoa led the Cabinet members in the flag salute.

3. Roll Call

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<th>Last Name</th>
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<td>Aiello</td>
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<td>Caguioa</td>
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<td>X</td>
<td>Sanchez</td>
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<td>Hickman</td>
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<td>X</td>
<td>Tenorio</td>
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<td>Lugo</td>
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<td>Comm. Convocational and Fine Arts</td>
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<td>Colin</td>
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<td>X</td>
<td>Khalid</td>
<td>Comm. Student Outreach</td>
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<td>Torres</td>
<td>Comm. Student Services</td>
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<td>X</td>
<td>Ugbah</td>
<td>Comm. Vocational Education</td>
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* Non-voting member
4. **Approval of the Minutes**  
Request by President Aiello was made for a motion to approve the minutes from the last meeting.  
**Motion:** Move to postpone item 4 to next week was made by President Aiello and received no objections.  
**Action:** Motion passes.

5. **Approval of the Agenda**  
Request by President Miles Aiello was made for a motion to approve the agenda.  
**Motion:** Move to approve agenda was made by President Aiello and received no objections.  
**Action:** The agenda was adopted.

6. **Public Forum**  
No public comment.

7. **Communications (10 Minutes)**  
Dean of Student Services  
*Dr. Gilbert Contreras informed the Cabinet that the Homecoming game and competitions were amazing. Contreras congratulated Cabinet. This was his first Homecoming game and he appreciated the wonderful floats. Contreras also thanked the staff. Coming out was worth it to see the outcome. He then suggested that next year, the game should be an outreach event where we invite high school bands, cheerleaders etc. Contreras believed the attendance was light and it’s something to improve on. Contreras’ second point is that there is a Diversity and Equity Center in the planning stages. The goal is to convert the game room into a diversity center. There will be more information coming forward to future meetings as well as a lot of discussion about removing the game room.*

Assistant Student Activities Coordinator  
*Daniel Gomez informed Cabinet that Leadership was finalized. Every week he will report on student emails. They are to be used for school and social media. Free emails should be taken advantage of. Students may go to the computer lab to access them. It’s a two minute process and there are discounts for Amazon and Spotify. Gomez highly suggests utilizing this resource. Gomez will present, later in the meeting, on the General Assembly.*

ASCC President
President Aiello has much gratitude to staff. The Student Activities Center is understaffed as an office. Homecoming went smoothly. Ariel Hughes is new Homecoming Queen. The floats were all beautiful and a lot of passion and time went into them. PTK took award for Best Overall. Every year, floats are destroyed following the Homecoming game but the PTK float will be saved for Veterans Day. Aiello’s second point is that a Veterans Day volunteer list has been created. The event is on November 10th. Aiello encourages Cabinet members to announce the event in their classes. Students are not aware of it. He argues that ‘we need to grow’ by getting the word out. On the subject of hydration stations, the Go Green Task Force meets Wednesdays. Six companies have been designated to task force members. Go Green will go to the Board of Trustees for approval. They are prepared for questions. Today at the Coordinating committee, Public affairs spoke on emails. Organizations and clubs are starting Facebook pages and often times the administrator of particular page will leave to other schools and not delete the page. It’s a representation of Cerritos College so Public Affairs is addressing that. They want to have guidelines. Clubs will soon be required to sign a form.

ASCC Vice President

Vice President Caguioa informed Cabinet that Commissioner Castillo and Dr. Contreras attended a Diversity meeting. They discussed the student deficit, looking more at what Cerritos College can do to provide for all students. They plan on devising different activities and working on different areas. Caguioa stated that it was a productive meeting. Finally, Caguioa announced that there is one last spot left in Senate and it’s for a freshman with less than 30 units.

Motion: Move to limit Commissioner reports to 3 minutes was made by President Aiello and received no objections.
Action: Motion passes.

Party Whip Report

Party Whip Athena Sanchez informed the Cabinet of last week’s Senate meeting in which they approved three senators. Senate was given a presentation on Safe Zone I which they will request $2500 to train students on Safe Zone.

Commissioner Reports

Hickman – Reported on some Cerritos College game stats: On Saturday, Wrestling took 2nd in the Regional Tournament, Women’s Volleyball won 3 games to 0, Women’s Soccer beat LA Harbor 1-0, Men’s Soccer tied LA Harbor 1-1, Men’s Water polo beat Fullerton 8-7, and Women’s Water polo lost to American River.

Tenorio – Reported that she attended a Budget and Planning meeting. They discussed the ESP program in which they help students go through college faster. The final draft is coming out next week and that seems to be the big issue this year, according to Tenorio.
Khalid – Reported on the outreach meeting. Not too many people showed up, according to Khalid. Falcon booth had the same problem. Khalid informed Cabinet that she thought about her position. She stated that her job is to connect all our positions to campus. She recounted that she met one student who didn’t know of Homecoming game. She wants to make sure she helps Cabinet members with their positions. Khalid passed out a list and asked that Commissioners add their name and number and include their goals.

H. Garcia – Reported on Veterans Day and gave an update on publicity stating that the banners and backdrop are complete this week. She also informed Cabinet that they have a speaker for the Veterans Day event. Next, Garcia announced that on Friday at local school in Pico Rivera, the Artist Society will do free face painting for children and for students the hours are 4pm to 7pm. Children can come dressed up in costumes. The money will go to schools.

Ugbah – Reported that she is considered the Career Technical Commissioner now. Last Thursday she met with Dr. Contreras asked why the name was changed and he told her that it’s so people can be more patronizing. Most people going into that department are not vocational. Her goal is to get the career technical department more involved with ASCC. She will pass out daily sheets and wants to be more promoting of information such as the In-N-Out truck.

Colin – Reported that she met with Janey from Financial Aid. Not many people attend the financial aid workshops. There is much important information given. The maximum number of people at the last workshop was four.

Mancilla – Reported that she has finalized the flyers for Zombie Fest and Veterans Day. The flyers are out and Mancilla also reminds Cabinet to like the Facebook pages for Veterans Day and Zombie Fest. It’s crucial to stay updated. Her office hours are Monday and Wednesday from 9am-12pm. She can approve media during those times.

Torres – Reported that the Health and Wellness Center is giving out flu shots to students. Torres stated that his priority is to transfer and reminds students not to ‘lag’ their application process. The annual Safety Report was released by Campus Police. A female student was robbed of her phone in the C1 parking lot. The male suspect returned the phone when confronted by another student. He is described as a black male, age 20-25 years of age, about 6’1”, and 190-200 pounds. A text alert was sent out but the concern Torres had was that the initial alert stated that a student was ‘assaulted’ when she wasn’t. Finally, Torres stated that bike robberies are on the rise.

Colin – Reported that she met with the Financial Aid dept. She also met with Daniel on Thursday and discussed wanting to do a Breast Cancer event. Gomez informed her that it’s be too late so instead they could spread awareness and meet with Commissioner Lopez to work together. There will be a booth set up on Tuesday or Wednesday. Colin asked ‘what are we doing as a Cabinet? We’re not engaging our students with mission and vision.’ ‘As student leaders it’s important to provide voices to students.’ ‘Educate yourself on how to advocate for students.’ The March in March is where students across the state go marching together on the state capitol. It’s important to begin talking about it now and become educated and engage legislators, according to Colin. We are Region 8. There will be advocacy training in January.
is important for us to be part of that. It can’t just fall on northern California. ‘We need to voice ourselves.’

Mancilla – Reported that Last Thursday she made Zombie Fest posters and now their available around campus. She is currently working on Facebook publicity. She has also printed out flyers for Veterans Day. She plans to blow them up larger. Since she can’t go around every single classroom alone Mancilla advises Cabinet to announce it in their classrooms. She stated that you ‘may look nerdy’ but people will know who to go to. Some people are interested and others are not. Mancilla announced that she may have found an assistant so she’ll probably have help now.

Castillo – Reported that we have 14 people to be zombies for Zombie Fest. As for the canned food drive we have 174 cans in total. Health Services was happy to receive their cans. PTK is in the lead with 96 cans. There are four applicants for the pumpkin carving and costume contests. Castillo stated that with Homecoming, clubs didn’t have time to turn in applications. As Zombie Fest committee, they will be out to promote the events as well as Veterans Day. 12 people will pass out flyers. Some people have decided to stay out longer. This will be from 11am to 2pm.

Arellano – Reported that the new DSPS building has accessible bathroom. In the beginning people misused it. Arellano stated that people without disabilities were using the restroom and so they locked it. Now only the janitor has the key. Arellano brought up the issues so they can be resolved. The DSPS Department suggested a lock cover but Arellano argued that it will still have the same issues. He is working with the Dean as well as Judy Holmes. They’re working on it and suggested that they use regular lock so students can request the key. Arellano has keys to the faculty bathroom but he has to go further to use the restroom. President Aiello stated that he can make that an agenda item.

8. New Business

A) ASCC Mission/Vision/Core Values (5 Minutes)
   a. A subcommittee shall be created by President Aiello.

   2:37pm
   Motion: Move to limit discussion for five minutes was made by President Aiello and received no objections.
   Action: Motion passes.

   President Aiello returned to the point that Commissioner Colin made earlier about being student leaders. His first response is thank you to Colin. We can’t technically advocate the mission and vision because it has not been approved. A subcommittee in senate was created. It will consist of 3 senators and 3 Cabinet members. Arellano and Hickman have already volunteered. Time has not been established yet. Responsibilities will be to solidify mission, vision and core values. There should be no controversy because it’s a collected decision. The
budget will be transparent. Khalid, Flores, Tenorio, and Mancilla have volunteered. Assistants may also participate. Lugo, Montoya, Colin, Martin, and Trujillo volunteered as well. Caguioa stated that this Wednesday, senators will be appointed. That’s the finalization for Senate. It’s also possible to meet up next week. Senate moved that it would just be a decision between Cabinet and Senate. Hickman asked “is it possible to know what activities assistants can participate in?” Aiello responded, ‘Assistants can do almost everything commissioners can do except vote.’

**Motion:** Move to approve subcommittee members was made by President Aiello and received no objections.

**Action:** Motion passes.

B) Commissioner One on One (5 Minutes)

a. *Cabinet shall discuss and formulate their Commissioner goals as well as the main goals for Cabinet*

2:44pm

Aiello asked that Commissioners, with their assistants, have a ‘one-on-one’ with him to establish personal goals. Hickman asked if Commissioners can just come whenever. Aiello informed Cabinet that it would be best to set up a time. Mancilla asked for Aiello’s availability to which he responded that he can’t commit to office hours so it’s best to communicate and meet him halfway. Gomez informed Cabinet that a Doodle may be created to establish our availability.

C) Zombie Fest and Veterans Day (5 Minutes)

a. *A list of volunteers for Zombie Fest and Veterans Day shall be created.*

2:46pm

Commissioner Castillo informed Cabinet that we have 14 zombies. Aiello reminded Cabinet that since Zombie Fest is Cabinet’s monthly event, there will be a volunteer list created. Aiello asked Khalid to make the list and stated that Cabinet members should commit to anything they sign up for and practice integrity. Castillo stated that she is giving orientations to volunteers and zombies. They are in need of security to ensure that rules are followed. Volunteers may also be facilitators. Since some Commissioners may not be familiar with the times, Castillo informed Cabinet that they should arrive at 9am to help set up for the pumpkin carving and costume contest. The entire event ends at 12:30pm. Tenorio asked if the night time event was still happening. Castillo answered “yes”. She explained that it was approved and this will be the first night time zombie fest and added that it will be a great way to reach out to night time students. H. Garcia asked if there will be a Veterans Day meeting on October 30th and Aiello answered that there won’t be a meeting that day. H. Garcia asked if it’s possible to meet at 1pm and Aiello informed her that they can discuss it later. Torres stated that he can outreach to students as a nighttime student. He asked if
there are flyers he can pass out. Many nighttime students have complaints about feeling left out. Mancilla can give flyers to anyone who wants to reach out to students. Flores asked for clarifications on the roles of Zombie Fest. Castillo explained that anyone comfortable speaking can be a facilitator and she will decided who will take charge. Castillo asked Cabinet members to go to Facebook and search for the Zombie Fest page. There is a post with Aiello in it that will soon be a video. The Cinematic Arts Club will film the video on Tuesday or Wednesday after 2pm. It may be filmed on Friday as well. Castillo will expedite the list of Zombie Fest volunteers and work on the duties.

D) General Assembly
2:56pm
a. Cabinet will be informed about the General Assembly.
Daniel Gomez presented on the General Assembly as an organization in which 112 community college tell representatives their concerns. Student representatives tackle concerns and voice them in resolutions similar to senate. In one meeting, Gomez described a total of 82 roll call votes. He is planning to attend the student delegation. It is up to Cabinet and Court. He explains that we have direct representatives at the statewide level. Our Delegate is Joe Nino. They elect senators to represent us at the statewide level. Students can attend to help delegate voice concerns. Four years ago Daniel was not aware of any of this information. Last year 8 students attended the General Assembly which Gomez was satisfied with. Attendees will be traveling with a district employee and Gomez and stay in the Sheraton Hotel. They will help our Delegate. Since Joe Nino can’t make the meeting, they will have a proxy sit in for Nino. The Delegate will make votes based on each resolution. ‘More people equals more perspective.’ Applications are available upon request. President Aiello and Vice President Caguioa will be attending but we need two Commissioners, two Senators, two Court Justices and one student at large. Applications aren’t available until next Wednesday. They will fill in spots accordingly. Applications include personal information as well as academic information. Some sample questions are: ‘Why do you feel it’s important for student leaders to attend the General Assembly?’ ‘Why do you want to attend the Gen Assembly? If anyone has questions they may come to Gomez, Aiello, Caguioa, Castillo and Daniel Flores.

9. Announcements

A) Zombie Fest: October 30th at 11am in Falcon Square
B) Veterans Day Event: November 10th at 11am on the Burnight Steps
C) Senate Meeting: Wednesday, October 29th in BK 111/112
D) **Fall 2014 Job Fair** *Library Sidewalk on Tuesday, October 21st at 9:30am to 1:00pm*

E) **ASCC Awards Banquet Application Available:** *Monday, October 27th in the Student Affairs Office*

F) **ASCC Awards Banquet Application Due:** *November 10th in the Student Affairs Office*

G) **Court Meeting:** *Tuesday, October 28th at 11am in BK 111/112*

H) **Next Cabinet Meeting:** *Monday, October 27th at 2pm in BK 111/112*

I) Registration: Check MyCerritos.edu for enrollment date

J) Subcommittee: See Aiello or D. Garcia to sign up

K) Smart classroom Desk: Available in two weeks

10. **Adjournment**

President Miles Aiello adjourned the meeting at 3:05PM.