Call to Order
President, Miles Aiello, called the meeting to order at 2:03 P.M.

Flag Salute
Commissioner of Athletics, Sara Hickman, led the Cabinet members in the flag salute.

Roll Call

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Position</th>
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<tbody>
<tr>
<td>Aiello</td>
<td>Miles</td>
<td>President *</td>
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<tr>
<td>Caguioa</td>
<td>Charles</td>
<td>Vice President *</td>
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<td>Sanchez</td>
<td>Athena</td>
<td>Party Whip *</td>
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<td>Hickman</td>
<td>Sara</td>
<td>Comm. Athletics</td>
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<td>Montoya</td>
<td>Valerie</td>
<td>Ass. Comm. Athletics *</td>
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<td>Tenorio</td>
<td>Beatriz</td>
<td>Comm. Budget and Finance</td>
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<tr>
<td>Lugo</td>
<td>Luis</td>
<td>Ass. Comm. Budget and Finance *</td>
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<tr>
<td>Garcia</td>
<td>Hope</td>
<td>Comm. Convocational and Fine Arts</td>
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<td>Lopez</td>
<td>Araceli</td>
<td>Comm. Daytime Activities **</td>
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<td>Lecero</td>
<td>Oscar</td>
<td>Ass. Comm. Daytime Activities *</td>
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<tr>
<td>Castillo</td>
<td>Suleyma</td>
<td>Comm. Inter-Club Council</td>
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<td>Trujillo</td>
<td>Marisa</td>
<td>Ass. Comm. Inter-Club Council *</td>
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<td>Flores</td>
<td>Nino</td>
<td>Comm. Information Technology **</td>
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<td>Martin</td>
<td>Patrick</td>
<td>Ass. Comm. Information Technology *</td>
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<td>Mancilla</td>
<td>Michelle</td>
<td>Comm. Public Relations **</td>
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<td>Garcia</td>
<td>Dennis</td>
<td>Comm. Records and Information **</td>
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<td>Ochoa</td>
<td>Ilene</td>
<td>Comm. Student Center</td>
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<tr>
<td>Colin</td>
<td>Edith</td>
<td>Comm. Student Financial Aid</td>
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<td>Gonzalez</td>
<td>Maria</td>
<td>Ass. Comm. Student Financial Aid *</td>
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<tr>
<td>Torres</td>
<td>Edgar</td>
<td>Comm. Student Services</td>
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* Non-voting member
** Unofficial voting member (Must be approved by Senate)
4. Approval of the Minutes
Request by President Aiello was made for a motion to approve the minutes from the last meeting. Commissioner Colin stated that her name was misspelled in the minutes.

Motion: Move to approve minutes was made by Commissioner Castillo and seconded by Commissioner Lopez.

Action: The minutes were approved.

Motion in Favor of Approval 6.1.0

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 Commissioner Hickman and seconded by Commissioner Ochoa.

Action: The agenda was adopted

Motion in Favor of Adoption: 7.0.0

6. Public Forum
No public comment was made.

7. Communications (10 Minutes)
Dean of Student Services

Dr. Gilbert Contreras was not present.

Student Activities Coordinator

Daniel Gomez, assistant to AJ, spoke on behalf of Amna Jara. He stressed the importance of attending the Senate meeting on Wednesday if you are a Commissioner who has not been officially inducted. He further stated that the process will be quick, taking 35 to 40 minutes and that this is necessary in order for Cabinet to meet quorum and continue working on action items. Cabinet members who are not sure about their position should contact Daniel, Miles, or Charles. Answering to a point of clarification about the time Senate meets, Daniel responded with 2pm.

ASCC President

President Aiello asked Cabinet to be prepared to answer questions from Senators. He stated that we are representing Cabinet. President Aiello announced that the Homecoming float theme is ‘Around the World’. Upon asking us to turn in our float applications he received a point of clarification from Commissioner Castillo informing him that there is no more room on the list. Clubs may add on to the wait list. Veteran’s Day will start meeting weekly every Thursday at 11am in BK 111. The scholarship foundation will donate $700 to this event. Go Green Task Force met last Wednesday where they laid out the goals for the year including bike stations, expelling out
Styrofoam, hydration stations and expanding the recycling program. Recycling technician applications are being reviewed and screened by AJ and Crystal LoVetere.

ASCC Vice President
Vice President Caguioa informed Cabinet that if you have not been appointed by Senate, it is imperative that you are at the meeting on Wednesday. For more information you may speak to Miles or Charles. Furthermore, there are commissioners who have been trained on the Brown Act and parliamentary procedures. You may go to them with questions as well. Homecoming is coming up and you may get involved or at the very least visit the float building or help the Homecoming Court candidates campaign.

Party Whip Report
Party Whip Athena Sanchez informed Cabinet of the successful meeting last Wednesday. Sanchez liked the new layout and went on to inform us that there in an opportunity for fundraising at Buffalo Wild Wings, there are military scholarships, and the senate minutes will be posted by Friday at 12pm.

Commissioner Reports
Aiello – Without any objections President Aiello limited reports to 4 minutes each.

H. Garcia – The Veteran Center will open and give certificates to faculty to say thanks and the Graphic Design club was involved in that process. The center will be moved near the ID Center and is set to open at October 20th at 6pm. As a rule, only veterans are allowed inside the building. Furthermore, Commissioner Garcia informed Cabinet that there are graphic designers on campus looking to design T-shirts, hoodies, and LOGOs. Garcia brought up the possibility of making hoodies for ASCC since we have good funding.

Flores – Speaking on behalf of Commissioner Flores, Assistant Patrick Martin informed Cabinet that he was notified by Flores about the issues with WIFI on campus. Some students are not getting access to the network and they will search for the source of the problem.

Mancilla – Reported that this past Wednesday she met with Miya Walker, Director of Public Relations, to discuss how to publicize events, reaching out to students, the ASCC Facebook pages, and the electric billboards on Alondra Blvd and in the Student Center. Mancilla also met with WPMD and upon feeling welcomed she also had a chance to plan publicity and create a line of communication with the radio and with Talon Marks.

Colin – Reported on upcoming financial aid workshops and passed out flyers to the members of Cabinet.

Ochoa – Reported on the Culinary Arts Café and wants to know if they are selling food or not. She noticed it’s closed but that there is a section for it in the food court. President Aiello informed Cabinet that the café is tentative because it’s still under construction. Daniel Gomez clarified that there is a café but it is not in the same location and he is not sure when they will return.
Castillo – Informed Cabinet that around 9am, clubs picked their country for the Homecoming float contest. 20 clubs will be represented with their floats and there is a waitlist in case any clubs drop out. Applications for Homecoming Court are due on September 29th. There will be a mandatory meeting for Homecoming court candidates at 10am in BK 111. Candidates must dress up and be prepared to have photos taken of them. Float applications and contracts are due on September 29th as are Homecoming Committee applications. Committee members are involved with the processes and set-up of floats, court and the mock rally. Applicants should make sure to check off their availability. Castillo stated that it’s a good experience as she was part of it last year. Clubs should ensure that they complete their contracts and that they understand the float regulations which are very important. Castillo also announced that the ICC Facebook page has reached 199 likes. Finally, there is an ICC meeting on Thursday, September 25th at 11am in BK111.

Lopez – Constitution Day is this Wednesday. Come out and support. There was a great turnout for the Zombie Fest

Point of clarification by Commissioner Mancilla, Homecoming Queen, who asked whether she would need to attend the Homecoming Court meeting to which President Aiello responded no.

8. Old Business

A) Fall Awards Banquet (10 Minutes)

a. Cabinet shall discuss new solutions to fixing the Fall Awards Banquet.

b. Motion: Move to limit discussion to 5 minutes was made by President Aiello without any objections.

C. Action: Discussion has been limited to 5 minutes.

2:25pm
Miles began by reminding Cabinet that Dr. Contreras in favor of cancelling the banquet to save $13,000 to use for the spring banquet. He then reiterated the fact that Cabinet needs to make a decision soon. It’s week 6 and there are 9 or 10 weeks left until planning begins. Commissioner Castillo asks whether this will be voted on to which Miles replied saying that Daniel stated we will all agree on one thing. Castillo argues that since she attends many club meetings and students are planning and promoting the banquet, cancelling it dilemma for Castillo. She agrees that it needs reconstruction on the process and committee but believes that it may be too soon. Commissioner Mancilla reminds Cabinet that there were problems and solution given. Ultimately, there may be a compromise. She states that she is neutral but needs a legit reason to cancel the banquet. Assistant Trujillo sat in the budget committee last year and informs Cabinet that the money is first come first go. Any money not used goes to clubs who request it through Senate. PBL was the first to use money in the spring semester. If clubs need to travel then the leftover amount can go to them. Vice President Caguioa agrees that the banquet is prominently promoted but in ASCC we are trying to promote professionalism and integrity. He argues that whatever services are done in the
fall will be relayed in spring and believes that the issue is how we fix the system. Caguioa believes that we have seen issues in the system and how you’re awarded; furthermore he stated that ignoring the problem and going forward with the banquet is counter-intuitive. President Aiello reminds Cabinet members that there is not much we can do this week but next week we should vote on it. He went on to say that Cabinet members that we go about it with the mindset that we don’t proceed with it if it’s done like last year because that would be unethical. Our core values state that we operate on “integrity” and “excellence”.

Discussion ends.

**Motion:** Move to extend the discussion by 5 minutes was made by Commissioner Castillo and seconded by Party Whip Sanchez.

**Action:** Discussion is extended by 5 minutes.

Commissioner Hickman pointed out that after listening that it’s a short amount of time left she believes we must revise the system so everyone is recognized for their service and hard work. One option would be to postpone the fall banquet or join it with spring banquet. Since there is not much time to schedule everything and revise the system it would be proper and fair to prepare for a spring banquet. Sanchez agrees with Hickman, being in Senate she knows there are issues with getting people to commit the whole year. President Aiello asks Cabinet to prepare a pros and cons sheet. Commissioner Torres asks who decides on this issue and Aiello responds that it will be though joint legislation. Mancilla argues that the selection process for awards is popularity contest. One option is to have everyone get the same award. Overall committee members determine who gets what. In the past it’s the same people receiving awards. Overall, the solution can be to have specific committee members who are not biased. We can also cut down on giveaways and keep track of waste. Mancilla made her own pros and cons list.

Commissioner Hope Garcia asks when the fall banquet is scheduled for and Caguioa informs everyone that it’s set for Friday, December 12th. Commissioner Garcia argued that since we don’t know what awards we’re giving out students can have a fresh start in the spring semester if they aren’t involved in the fall.

Discussion ends.

**Motion:** Move to end discussion was made by President Aiello but received 2 objections.

**Motion:** Move to extend discussion by 3 minutes was made by Commissioner Castillo and seconded by Commissioner Lopez.

**Action:** Discussion is extended by 3 minutes.

A point of clarification was made by Tenorio asking about the money stating that some people are still unsure about that. She asks if clubs can request money in advance to which Caguioa replied yes. They can create legislation so that money is reserved. Daniel exclaims that the main issue is how we vote. It is an
amendment in the constitution to change that. We must implement the same voting procedures as in the past. Aiello reminds everyone that we can vote on it next week. Castillo tells Cabinet of her experience from a couple of years ago when she was in Cabinet. There was issue with the fall banquet the year Lance and Aldo were in office. The issue was with choosing members but they did have time to fix it by switching people. Hickman suggests that for the next meeting, we can prepare lists and email to Miles and Charles to create a master list of pros and cons to prioritize the issues and be efficient too. Daniel Gomez brings up the issue of transparency and suggests that we bring those ideas to the next meeting so that they are open to the public. Aiello asks Cabinet members to bring their lists on Monday for the public to hear.

Discussion time ends.

9. New Business

A) New Marketing Plan (5 Minutes)
   a. Commissioner Mancilla will discuss the new marketing plan that will be executed for every event.

2:42pm

Commissioner Mancilla’s presentation included a guide on choosing from the various forms of publicity for events based on the parameters and number of people you want to reach. Included in the PowerPoint was: What, when and where? Before event there are steps we should be taking to market the event. 1) Brand/LOGO. 2) Wording. Zombie Fest was used as an example. 3) Types of media. Flyers, posters, WPMD, Public Affairs, Talon Marks, classroom presentations, campaigning (word of mouth), electric billboards. Day of the Event – Double D’s. Direct: Signs, arrows, balloons, posters. Document: Pictures, videos, Talon Marks, WPMD and Public Relations Director Miya Walker. After the event we report it. IMPACT – We look at how successful the vent was and determine if any improvements can be made. The overall objective is to outreach. Aiello informs Cabinet that next week we can vote on whether we want to take this approach to marketing.

B) Zombie Fest (5 Minutes)
   a. Commissioner Castillo and Commissioner Lopez shall give an update about

2:48pm

Commissioner Castillo told Cabinet that she went to the health department. Zombie Fest was originally created to help supply the food bank. The food bank is specifically for homeless students and students going through a hard time in their life. There are counselors available as well. During the whole month of October ASCC will be collecting cans. The first Zombie Fest meeting was a few weeks ago on Thursday. Tomorrow at 11am in club room there is another meeting. Commissioner Lopez stated that they created three groups: Public
Relations, Operations and Logistics. For PR they will work with Mancilla to promote Zombie Fest. Operations consist of taking charge of the event the day of Zombie Fest. Logistics involves coordinating paperwork and ensuring that they stay on track. Castillo went in to say that Oct 30\textsuperscript{th} Thursday is Zombie Fest and the first event, pumpkin carving contest, is at 10am. AJ put an announcement in Falcon Newsletter. They received 6 responses for the pumpkin contest and 8 for the costume contest. They are still in need of professors to judge the contests and asked Cabinet for help in filling those positions. 10:30am-11am is the costume contest. Zombie Fest is 11am. Maria, assistant to Hope Garcia, will do makeup for the zombies. Castillo passed around a map of Zombie Fest. They are going to work on any issues but they are doing well with timing. Castillo is working on getting trophies. Point of clarification by Mancilla asks about how many spots are open for judges for pumpkins and costumes. Castillo replies that they need 2 more for costumes and 5 more for pumpkins. Mancilla asked if it would be fair to have advisors judge. Castillo responded saying that everyone on the judge panels are just staff and they have not had advisors sign up. The judges do get verified according to Castillo. Hope Garcia asks about having canopies since last year it was really hot and they did not have any set up for makeup artists. She also asked if Cabinet can dress up as group during Zombie Fest. President Aiello will add that as an item to the agenda. Commissioner Castillo closes saying any input can go to her.
Discussion time ends.

C) Athletic Station (3 Minutes)
   a. Commissioner Hickman shall discuss the new Athletic Station in ASCC

   Point of personal privilege: Ochoa 2:56pm

   Quorum Reestablished 6/7

   Motion: Move to limit discussion to 3 minutes was made by President Aiello without any objections.
   Action: Discussion has been limited to 3 minutes.

   2:56pm

   Hickman informed Cabinet of the rough draft of the Athletic station in ASCC which includes the teams for fall, winter and spring. They have schedules, pictures and the website of Athletics. They ordered new color printer paper and double sided tape. A new idea is to present a full calendar of the entire month and which lists all the home games. Each team would be in a different color. Days and times should increase support and give them recognition. The information should increase the people who attend home games and show support for athletes who play for Cerritos College.
   Point of personal privilege: Tenorio 2:57pm

   Quorum Reestablished 5/7
D) Review of Constitution Day (5 Minutes)
   a. Cabinet shall discuss how Constitution Day went and how it can improve
   Motion: Move to limit discussion to 3 minutes was made by President Aiello
   without any objections.
   Action: Discussion has been limited to 3 minutes.
   2:58pm
   Commissioner Castillo informed everyone that the event was a success. They
   moved it to the front of the bookstore and that helped attract different types of
   students. The location allowed them to funnel students to go into ASCC.
   Commissioner Lopez agrees that it was success. She saw new faces but admits
   that they missed a lot of the crowd in Falcon Square. A lot of people just walked
   by and she wants to think of different locations, maybe a different one every year.
   Maybe next year they can set up in front of Library or Liberal Arts Building.
   Motion: Move to close discussion by President Aiello and seconded by Party
   Whip Sanchez to close discussion.
   Action: Discussion was closed.

E) Monthly event for October (5 minutes)
   a. Cabinet shall discuss and pick a monthly event for October
   Action: Without any objections, President Aiello tabled this item for next week’s
   agenda.

F) Male or Female for Homecoming Queen (5 Minutes)
   a. Cabinet shall discuss the possibility of having a male or female for Homecoming
   Queen
   Action: Without any objections, President Aiello tabled this item for next week’s
   agenda.

10. Announcements

A) Student to serve on faculty senate: September 22nd, 2014 in Board Room
   Applies only to ASCC Senate
B) Agenda Contact: September 22nd, 11:00 a.m. in front of ASCC
C) Fall Scholarship: September 22nd Online by 12am
D) Homecoming theme: September 22nd in Student Activities
E) Mandatory Homecoming Court: September 26th in BK 111
F) ICC meeting on the 25th: September 25th, 2014 in BK 111
G) Lopez announced the Zombie Fest Meeting in the Club Room
H) Colin apologized for not being able to visit classrooms like she promised during
   Senate.

Point of clarification was made by Commissioner Colin stating that there are 6
scholarships in each area.
11. Adjournment

President Miles Aiello adjourned the meeting at 3:04PM.