

**Associated Students of  
Berkeley City College  
Regular Meeting AGENDA**

March 26, 2015  
*Berkeley City College  
Room 57  
2050 Center Street,  
Berkeley CA, 94704*

I. CALL TO ORDER

Meeting is called to order at 12:20 PM

---

**12:15 P.M**

II. OFFICIAL ROLL CALL (1:00 min)

President Danny McCarty: Not Present

Vice President of Administration Kaydee Miller: Present

Vice President of Programs Rudrani Ghosh: Present

Vice President of Public Relations Matthew Gregory: Present

Treasurer Sam Cheng: Present at 12:22

Secretary Noelle Atkins: Present

Senator Matthew Armstrong: Present

Senato Malique Banks: Not Present

Senator Emma Carlblom:

Senator Andrew Carmody: Not Present

Senator Dave Cruz: Present

Senator Marian Gonzalez: Present

Senator Sarah Levin: Not Present

Lorenzo Lewis present: Not Present

Senator Ryan Jaeger: Present

Chief Justice Bonnie Cherry: Present

Justice Ian Jansen: Present

Justice Fernando Jimenez : Resigned

Justice Mel Maniwan: Not Present

Justice Ghazal Rezvani: Present

ICC Representative David Gonzalez: Present

ICC Representative Begonia Herbert: Present

---

III. ADOPTING PREVIOUS MINUTES (1:00 min)

---

A. March 19, 2015

Vice President of Programs, Rudrani Ghosh, moves to postpone the adopting the minutes from March 19, 2015 until the next ASBCC meeting.

Matt seconds.

**Motion passes unanimously: 10-0-0**

IV. ADOPTING CURRENT AGENDA (3:00 min)

---

A. March 26, 2105

Senator, Emma Carlblom,: Add Action Item F to read: Motion to issue a check not exceeding 323.07 to Emma Carlblom for the Mental Health Awareness Week events from ASBCC cash account sub-section ASBCC events.

ICC Representative, David Gonzalez,: Add Action item E to state psychology seed money from the ASBCC cash account sub-section seed money.

Move Discussion Item C to Action Item G authored by Vice President of Administration, Kaydee Miller.

**Motion passes unanimously: 10-0-0**

V. PUBLIC FORUM (3:00 min each)

---

This is an opportunity for members of the public to address the ASBCC on items not already on the agenda. Please be aware that there is a 3-minute time limit for each item and that NO action may be taken on any of these items. These items may however come back to the Senate for action at the discretion of the Senate.

**No members of the public speak in Public Forum.**

VI. ACTION ITEMS (1:00 min each)

---

A. A motion to issue a check not exceeding \$950 to "Board of Governors, California Community Colleges" for the Spring 2015 SSCCC General Assembly registration from the ASBCC Cash Account, Subsection ASBCC Travel, Trips, and Conferences. - Vice President of Administration (Kaydee Miller)

**Vice President of Administration, Kaydee Miller, moves issue a check not exceeding \$950 to "Board of Governors, California Community Colleges" for the Spring 2015 SSCCC General Assembly registration from the ASBCC Cash Account, Subsection ASBCC Travel, Trips, and Conferences.**

Senator, Dave Cruz, seconds.

In Favor: 9

Against: 0

Abstain: 1

**Motions Passes: 9-0-1**

B. A motion to issue a check not exceeding \$500 to Marian Gonzales for gas money to Spring 2015 SSCCC General Assembly from the ASBCC Cash Account, Subsection ASBCC Travel, Trips, and Conferences. - Vice President of Administration (Kaydee Miller)

**Vice President of Administration, Kaydee Miller moves to issue a check not exceeding \$500 to Marian Gonzales for gas money to Spring 2015 SSCCC General Assembly from the ASBCC Cash Account, Subsection ASBCC Travel, Trips, and Conferences.**

Senator, Dave Cruz, seconds.

In Favor: 8

Against: 0

Abstain: 2

**Motion Passes: 8-0-2**

- C. A Motion to issue checks to the following people for Spring 2015 SSSCC General Assembly Per-Diems from the ASBCC Cash Account, Subsection Travel, Trips, and Conferences: Kaydee Miller= \$120, Marian Gonzales= \$120, Matthew Armstrong= \$120 Lorenzo Lewis= \$120, and Dave Cruz= \$120. - Vice President of Administration (Kaydee Miller)

**Vice President of Administration, Kaydee Miller, moves to issue checks to the following people for Spring 2015 SSSCC General Assembly Per-Diems from the ASBCC Cash Account, Subsection Travel, Trips, and Conferences: Kaydee Miller= \$120, Marian Gonzales= \$120, Matthew Armstrong= \$120 Lorenzo Lewis= \$120, and Dave Cruz= \$120.**

Vice President of Public Relations, Matt Gregory, seconds.

Treasurer, Sam Cheng, asks how the amount was agreed upon.

Vice President of Administration, Kaydee Miller states that the previous ASBCC decided that \$40 a day was an adequate amount for meals.

Chief Justice, Bonnie Cherry, asks if the budget was looked at by Treasurer, Sam Cheng, before it was brought to action. Vice President of Administration, Kaydee Miller, states that she created the budget and showed it to Treasurer, Sam Cheng, before it was brought to action.

Mostafa Ghous reminds the ASBCC that receipts need to be obtained from the original vendor.

In Favor: 9

Against: 0

Abstain: 1

**Motion Passes: 9-0-1**

- D. A Motion to issue a check not exceeding \$350 to Kaydee Miller for the hotel accommodations for the Spring 2015 SSSCC General Assembly from the ASBCC Cash Account, Subsection ASBCC Travel, Trips, and Conferences. - Vice President of Administration (Kaydee Miller)

**Vice President of Administration, Kaydee Miller moves to issue a check not exceeding \$350 to Kaydee Miller for the hotel accommodations for the Spring 2015 SSSCC General Assembly from the ASBCC Cash Account, Subsection ASBCC Travel, Trips, and Conferences.**

Senator, Dave Cruz seconds.

In Favor: 9

Against: 0

Abstain: 1

**Motion Passes: 9-0-1**

- E. Psychology Club Seed Money.- (ICC Representative, David Gonzales)

ICC Representative, David Gonzales, moves to issue to a check to psychology club to David Gonzales.

Vice President of Programs, Rudrani Ghosh, moves to amend the language of Action Item E to read: **A motion to approve a check for seed money to David Gonzales for psychology club seed money, from ASBCC Cash Subsection Seed Money.**

Motion passes unanimously: 10-0-0

Vice President of Programs, Rudani Ghosh: "So moved."

Vice President of Public Relations, Matt Gregory, seconds.

In favor: 8

Against: 0

Abstain: 2

**Motion Passes: 8-0-2**

- F. A motion to issue a check not exceeding 323.07 to Emma Carlblom for the Mental Health Awareness week events, from ASBCC Cash Account Subsection ASBCC events. (Senator, Emma Carlblom)

**Senator, Emma Carblom, moves to issue a check not exceeding 323.07 to Emma Carblom for the Mental Health Awareness week events, from ASBCC Cash Account Subsection ASBCC events.**

Senator, Dave Cruz, seconds.

Senator, Emma Carblom, states most of the items for this event will be bought from Staples and the Dollar Tree.

Chief Justice, Bonnie Cherry, asks if Equity planning money is still possible to help fund this event and also reminds the council that we need a screenshot of the actual supplies list.

Justice, Ian Jansen, states there is a problem with the budget.

Senator, Emma Carblom, moves to postpone this as an action item until next meeting.

Vice President of Programs, Rudrani Ghosh, seconds.

**Motion passes unanimously: 10-0-0**

G. Shared Governance Meetings.-Vice President of Administration (Kaydee Miller)

**Vice President of Administration, Kaydee Miller, moves to appoint the following senators to Shared Governance Meetings:**

Senator, Dave Cruz, will attend Facilities and Technology.

Senator, Marian Gonzales, will attend Outreach and Retention Services.

Senator, Malique Banks, will attend Professional Development and Roundtable/Student Services.

Senator, Matthew Armstrong, will attend Registration Enhancement and Professional Development.

Senator, Emma Carblom, will attend Curriculum and Equity Planning (and Roundtable when she is able).

Senator, Lorenzo Lewis, will attend Academic Senate and Curriculum.

Senator, Sarah Levin, will attend Technology and Facilities.

Senator, Andrew Carmody, will attend Facilities and Academic Senate.

Senator, Ryan Jaeger, will attend Curriculum and Education.

**Motion passes unanimously: 10-0-0**

## VII. DISCUSSION ITEMS (5:00 min each)

### A. Office Supplies: Requests and current budget. - Vice President of Administration (Kaydee Miller)

Vice President of Administration, Kaydee Miller, states that the money for new office supplies will come from Fund 84 and the total cost will be about \$16,000. A new printer with many amenities will cost about \$10,000. Purchasing this printer will allow clubs to print color flyers instead of wasting their seed money on them. From her research she has found that it is more cost effective to buy the machine than to rent it.

Chief Justice, Bonnie Cherry, suggests to the council that there should be conversations between the ASBCC and the BCC Administration to find out if they have contracts with printing mechanics who can help us with the machine if it has any malfunctions, because it could become very expensive to call in an individual contractor each time the printer has an issue.

Mostafa Ghous states that buying this printer should be brought up in Technology Committee because they would be able to point us in the right direction.

ICC Representative, Begonia Herbert suggests that the council buy another whiteboard to be posted on the first floor.

Mostafa Ghous suggests that the council bring this to the Facilities Committee so that the entire campus could be notified that the whiteboard area is specifically for ICC and ASBCC use only.

Vice President of Programs, Rudrani Ghosh, brings up idea of a bulletin board solely for BSU use.

Chief Justice, Bonnie Cherry, suggests to the council that any discussion surrounding a BSU bulletin board be postponed until it is brought to the council officially.

### B. Role Description.-Vice President of Administration (Kaydee Miller)

Vice President of Administration, Kaydee Miller, states that role descriptions will be created specifically for the senators which will include exactly what the position entails and what goes into fulfilling that position. Role Descriptions for the executive members will describe what projects they're working on. These descriptions will be apart of the ASBCC Procedure Manual that will be created in collaboration with the Documents Committee. Vice President of Administration, Kaydee Miller, informs the council that she will be sending out a form in regards to these Role Descriptions and everyone needs to fill it out. She explains that Role Descriptions will be more like a letter to yourself at the beginning of the year containing information that would be helpful to being a member of the council, and less like an official document because we are running out of time. The goal of these Role Descriptions is to make projects more sustainable for the next council.

C. Shared Governance Appointments.- President (Danny McCarty)

This Discussion Item was moved to Action Item G.

D. Review final draft of ASBCC ByLaws revisions. - Justice (Ian Jansen)

Justice, Ian Jansen, informs that council that as of Wednesday, March 25, 2015, the Documents Committee has approved the ASBCC Bylaws and ICC Code of Conduct and he hopes everyone has read it as it was sent to out to the every member of the council via email. The changes to the ASBCC Bylaws include: reorganization of roles clarification of the roles of senators, an improved general flow and coherence to the document bonnie, andthe addition of Judicial Council procedure. An appendix to the ASBCC bylaws has also been created.

Chief Justice, Bonnie Cherry, states that the ICC representatives are in the ICC Charter and Constitution.

E. Review final draft of Clubs and Organizations Code of Conduct. - (Chief Justice) Bonnie Cherry

The document has been renamed "Clubs and Organizations Code of Conduct." The documents creates guidelines as to how clubs can be formed and and what is expected of them and and their role in the ICC. This document is very important because it will clear up a lot of procedures that clubs have been having major issues with.

It contains easy and straightforward guidelines about how to form clubs and recharting for clubs and when specific documents need to be submitted, things that the clubs are entitled to such as seed money

It also states that disputes within clubs can be brought to the Judicial Council. This document also allows members of the ICC to vote on changes to their own governing documents. The number of events required for clubs has been reduced from one per month to instead two per semester. Every member of the council should be aware of what is in this document, because it will give us a good understanding of how clubs and the ICC works

bonnie: already exited in the previous document; no one had contested this at this point

---

## VIII. ADVISOR'S REPORT

---

### Mostafa Ghous

Mostafa informs the council that it is crucial that we have have a representative attending the Governance Board meetings because they need to be hearing updates on what is happening on campus and in the ASBCC.

He states that there are different understandings of Fund 84 at the District level and the Administrative level. This means that how the ASBCC decides Fund 84 will be spent is how the money will eventually be spent as long as we can make a legitimate case for it. As a council we should set parameters set around Fund 84. He goes on remind the council that buying a new printer needs to go through the Facilities Committee. He thanks Senator, Emma Carlblom for attending Health and Safety and for pushing for a Title Nine Coordinator.

Vice President of Administration, Kaydee Miller, states that budget For fund 84 has already been allocated.

Chief Justice, Bonnie Cherry asks Mostafa for an update on hiring a Campus Life Assistant.

Mostafa states that in order to move forward with hiring a Campus Life Assistant the money needs to be transferred to another account that he is able to access.

Senator, Ryan Jaeger, moves to suspend the orders of the day to hear the reports of Vice President of Programs, Rudrani Ghosh, Vice President of Public Relations, Matthew Gregory, Senator, Ryan Jaeger, and ICC Representative, Begonia Herbert.

matt seconded

#### IX. PRESIDENT AND VICE PRESIDENT BCC UPDATES

---

Dr. Debbie Budd  
Dr. May Chen  
Ms. Tram Vo-Kumamoto

#### X. COMMITTEE REPORTS (3:00 each report)

---

- Documents Committee
- Marketing Committee
- Finance Committee
- LGBTQIA, mental health, and veteran awareness weeks Ad-hoc Committee
- Election Committee

#### XI. EXECUTIVE REPORTS (1:00 min each)

---

President: Danny McCarty

Vice President of Administration: Kaydee Miller

She states that there will be no more weekly reporting because it has become very redundant.

Vice President of Programs: Rudrani Ghosh

She states that the bulletin boards have been a major source of questions and there has been a good amount of talk surrounding specific clubs receiving their own board. In addition, people have been questioning why the Black Student Union will be getting their own board as there are other clubs that represent traditionally underrepresented populations. She has been attending meetings for Mental Health Awareness week and the committee has booked the facilities for the event and are currently working on obtaining donations. She is personally going to try to be more assertive in asking clubs to participate in ASBCC events. And finally, she states that TEDx event planning is currently at a standstill.

Vice President of Public Relations: Matthew Gregory

He states that Finance Committee has been going well and they are currently working on how the process for club funding can be improved. Discussions regarding improving this process will be shared with the council in the coming weeks. He is also involved in Mental Health Awareness Week planning and he has been able to contact vendors for food donations. He informs the council that the Marketing Committee meeting did not happen this week because there were not enough members to have a successful meeting.

Treasurer: Sam Cheng

Secretary: Noelle Atkins

#### XI. SENATOR BOARD REPORTS (1:00 min per report)

---

|   |                 |
|---|-----------------|
| Information and Organizational Systems: | Dave Cruz       |
| Community Building:                     | Malique Banks   |
| Student Transfers:                      | Marian Gonzalez |
| International Populations:              | Sarah Levin:    |
| Primary Services:                       | Ryan Jaeger:    |

He attended the Curriculum technology review. He informs the council that Art Week will most likely be moved to the first week of May.

|                        |                   |
|------------------------|-------------------|
| Academic Services:     | Lorenzo Lewis     |
| Campus Sustainability: | Andrew Carmody:   |
| Special Populations:   | Emma Carlblom     |
| External Affairs:      | Matthew Armstrong |

XII. JUDICIAL COUNCIL REPORTS (1:00 min per report)

Chief Justice: Bonnie Cherry

She states that judicial weekly reports will continue to be sent out to the rest of the council because quorum is usually lost before the justices can speak about their projects. She also informs the council that the grievance task force will be meeting with Brenda Johnson tomorrow (March 27, 2015) to better understand the harassment policy and the procedures that are apart of it.

|          |                  |
|----------|------------------|
| Justice: | Ian Jensen       |
| Justice: | Fernando Jimenez |
| Justice: | Mel Maniwan      |
| Justice: | Ghazal Rezvani   |

---

XIII. INTER- CLUB COUNCIL REPRESENTATIVES (1:00 min per report)

Inter- Club Council Representative: Begonia Herbert

She informs the council there was no representative for the Black Student Union in attendance at the ICC meeting on Monday, March 23, 2015. She also states that events for Earth Week have not been discussed at the ICC meetings. She recommends that more senators attend ICC meetings. She also says clubs would really like a whiteboard on which they could post flyers for upcoming events. And finally she reminds the council of the ASBCC Group outing on Friday the 3rd of April.

**Quorum is lost at 1:19 PM**

Inter- Club Council Representative: David Gonzalez

---

XIV. UNFINISHED BUSINESS

---

XV. OPEN DISCUSSION

---

XVI. ADJOURNMENT

---