



Full Board Agenda

October 16, 2017

6:30 p.m. - GSB 117

- I. Call to Order (@6:32PM)
- II. Roll Call - Quorum is met
- III. Approval of the Agenda
 - A. Move to Approve: Tsion
 - B. Second: Emily
- IV. Approval of the Minutes
 - A. Move to Approve: McKenzie
 - B. Second: Gaby
- V. Open Forum: No one present
- VI. **LSC Special Funding Presentation**
 - A. Presented by Katie Funes, Kanani Cortez, and Lizbeth Cuevas
 - B. Baile de Colores will be held Nov. 3rd from 9PM-12AM at Movement Ink.
 - C. An extension of on campus Latinx Heritage Month events, strengthen an already established relationship with an Oakland community space, part of an ongoing goal to put together a scholarship for undocumented students with current funds at \$900 from fundraising efforts.
 - D. Enables leadership growth, highlights and works to grow support for a specific Mills community outside of the Administration.
 - E. On/off campus publicizing efforts through flyers, tabling, student forum, and social media. Collaboration with Movement Ink community and UC Berkeley community.
 - F. Projected expenses are \$2,025 with estimated attendance of 100-125 people.
 - G. Tamicia: POFC (point of clarification), under decorations it says \$125 for night off, what does that mean?
 - H. Kanani: In terms of tablecloths, pinata, and decorative paper banners.
 - I. McKenzie: Have you guys tried fundraising before for this event?
 - J. Katie: The funds that we have we are not using because of the conditions of undocumented students at this school. It was really hard to secure funds for cultural grad, so we do not want to repeat that and we are working on reserving for that with Ethnic Studies department.
 - K. Rebecca: So the money from ticket sales will go into the Latinx task force fund?

- L. Kanani: Just to clarify the money would be going to the Latinx Student Collective, not the task force.
- M. Syn: What specifically is the scholarship for?
- N. Katie: It's more for covering tuition.
- O. Tuck: Is this assuming that you're gonna be hitting the ground running, since you would have only 18 days to do this?
- P. Katie: The DJ talent has dates secured, and Movement Ink is already aware. We have flyers ready to go and can do everything this week if approved.
- Q. Sarah: Do you know if you're allowed to charge Mills students since it is special funding and student funds?
- R. Katie: On Special Funding Request rules, it asks if you are charging tickets Mills students tickets that they are at least 25% less than general admission.
- S. Rebecca: I was going to suggest to maybe to lower the cost, we could get food donated? Getting the students to take the pictures, that could help save the cost.
- T. Katie: IN regards to food donation, the event is a celebration of people's identities and we are not really going in requesting a lot of our community members and we don't want to pressure them.
- U. Heather: You are asking for a special fund for the projected expenses? It seems you're only seeking to gain a \$1,000 profit? So is it a fundraising or appreciation?
- V. Katie: It is both. ASMC funds cannot go directly to a scholarship. So if it is going to an affinity group and part of that affinity groups efforts is to fundraise then that is within regulation.
- W. Syn: Did we want to have further discussion? Because the next step is voting.
- X. Move to Open Discussion (5min): Sarah
- Y. Second: McKenzie
- i. Syn: I have asked for quotes from vendors, so logistics wise it would work out.
 - ii. Heather: What is the total of the special funding?
 - iii. Sarah: We are in October and that is for both semesters. We want that to be 0 every year, because we are charging current students and it should be used for current students.
 - iv. Mariam: The money would roll over right? So would it be another projected \$125,000?
 - v. Doraly: If they do not use that entire amount what happens?
 - vi. Syn: It goes back into the special funding pot.
 - vii. McKenzie: Is there a certain amount that would be denied, how would I know that that would be the most appropriate amount historically to ask for?

- viii. Sarah: This is the first year since we have had the pot this large. It could really be anything.
- ix. Sarah: Where did the guideline for the ticket cost come from? Is that an existing thing?
- x. Syn: It is on the form.
- xi. Mariam: I move for a rising vote to approve the requested amount for LSC 2017 Baile de Colores event.
- xii. Raven: I second.
- xiii. Approved: 17
- xiv. Apposed: 0
- xv. Abstain: 6
- xvi. Passes**

VII. Office Reports

A. Co-Presidents

- i. Katie: Ege Hall will be used in the future as part of the Peralta Promise, but currently Chicora is looking at using it as temporary housing for those displaced in the fires. It also makes it easier for us to ask, “why don’t we just have emergency housing for all students?”
- ii. Mi: POFC, are you asking if there is one or there should be in Ege? Because there is emergency housing if you just go to the Dean and have three days of emergency housing for free until further housing.
- iii. Emmely: I think we are talking about housing for students who can not afford housing in general.
- iv. Tamicia: POINFO (point of information), there is emergency housing but that is not what they are talking about. It is not long term for students who do not have other options and can’t afford living on campus.
- v. Emmely: Student Appreciation Day is one month away. Katie has reached out to Joy, who works as parenting lounge advocate and semi RA in Underwood Apt.
- vi. Katie: This day is part of President constitutional responsibility to put on a community wide event each semester.

B. Vice President

- i. Cindy: I sent out an M Center assessment this morning that will be live for two weeks. I need help with the Alumni undergraduate mixer in two weeks on Nov 4th. The space is reserved and they are willing to take up the budget if we can’t front it.
- ii. Tsi: POFC, what is your contact information?
- iii. Cindy: asmcvp@mills.edu

C. Finance

- i. Syn: There was a special funding request.

D. Internal Affairs

- i. Sarah: Make sure you are checking in with points of contacts. If you are a Senator at Large make sure you are checking in with me. Send me all your office hours (all senators).
- ii. Rebecca: POFC, if we did not have a location yet are you going to be suggesting a location?
- iii. Sarah: I will be letting people know and offering steps.

E. Judicial Affairs

- i. Katie: Historically we have dedicated one full meeting to this, but now we just do them whenever changes are needed at every full board meeting.

ii. Constitutional Review

1. Article 5: Senate, Section 5.1: Senate Positions. No current wording. Suggested wording: A student concerned with community outreach between the greater Oakland community and Mills. Reasoning being that this would be a good way to involve Mills in the community more.
 - a. Katie: POFC, this is a new senate seat, would there be a working structure or would that be something built throughout the year?
 - b. Ellie: It would be built throughout the year.
 - c. Emily: POFC, what would be the title of this position?
 - d. Ellie: Community Outreach Senator.
 - e. Tamicia: POFC, could someone who is Senator at Large be taking on the role of community engagement?
 - f. Ellie: Senator at Large is a position that can spread out in a lot of ways and I think it would be cool to have someone who is focused on particularly just this.
 - g. Cindy: What about making this a chair position instead of senator? Cause this is a lot of work for an individual.
 - h. Syn: POINFO, if we change it to a chair position we would also have to work out what a stipend looks like.
 - i. Sarah: I move to table this to JIPA committee.
 - j. Mariam: I second.
2. Article 4: Executive Board, Section 4.3: Board Responsibilities. Current wording states that office hours are to be completed in the ASMC office. Suggested wording: Office hours to leadership lounge.

- a. Heather: I move for a rising vote to approve to change the suggested working for Article 4:Executive Board, Section 4.3: Board Responsibilities.
- b. Doraly: I second.
- c. Approved: 22
- d. Apposed: 1
- e. Abstain: 1

i. Passes

- 3. Article 4: Executive Board, Section 4.4: Chair Responsibilities, D. Student Services.
 - a. Frania: POFC, in the future could you highlight the differences? It is hard to read and then make a vote quickly.
 - b. Mi: POFC, can counseling and psychological services only be abbreviated as CAPS?
 - c. Cindy: POFC, for the health component could we change the wording to “current standing health provider” since it might always be changing.
 - d. Syn: POINFO, the first sentence is automatically not validate because the budget committee sets aside a \$1,000 to a separate account so it is no longer held within the students services budget.
 - e. Ellie: It looks like this one will be going back to committee for revision.

F. Public Affairs

- i. Mariana is sick

G. Academic Affairs

- i. My could not be with us today.

H. Student Services

- i. Mi: I met with Facilities and Public Safety today.

I. Historian

- i. Julian: Worked on updates to website.

VIII. Unfinished Business

A. ASMC Website Updates

- i. Katie: We did not have a say on the mills.edu website and I just wanted to get any input and suggestions. So everyone is fine with that going on the page? Okay.

B. Leadership Lounge Community Standards (Tabled 10/2/17)

- i. Katie: Is there any desire to open up for discussion, or is community standards something that we do not want to do for the leadership lounge?

- ii. Heather: POFC, what are community standards for the leadership lounge?
- iii. Katie: We do not have them yet.
- iv. Emmely: POINFO, that space is shared with the Center, so we could create community standards internally for us or open it up to the Center as well.
- v. Ellie: POINFO, one good thing to have is keeping the leaves that blow in there under control.
- vi. Katie: If you are utilizing the space and feel like we need more cleaning supplies let us know.
- vii. Cindy: We do not have cabinets or shelves, so getting stuff like that so we can organize and label it all.

C. Hurricane Relief

- i. Update from Dr. Santana
 - 1. Katie: Retired from Ethnic Studies department in 2015. She has been posting about ways that people could help and we contacted her. She gave her address for those who want to send letters and requested supplies. So I will be reaching out to the Ethnic Studies department to help her continue her work.

IX. Special Topics

A. BOT Presentation - by Finance Chair Syn Parker

- i. This is the information that I went over at the retreat, but we did not have visuals. We should all be informed on how to go about the correct processes.
- ii. Any requests after Nov. 22nd for the P card will not be accepted. Your committees have their own balance sheets, so continue to update them so we can keep track of our funds. All balance sheets are available through google drive.
- iii. Start planning ahead, i.e. processing checks can take 3 weeks or more.
- iv. Only ASMC p-cards can be used for the ASMC club/org programs and events. They must be requested online through a form 7 days in advance from picking up.
- v. McKenzie: POFC, previously you mentioned that the p-card cannot be requested past Nov. 22nd so in that case would you be using reimbursement for dates after that?
- vi. Syn: In theory you would plan ahead to use it before then, but in case that you cannot there would have to be an reimbursement and you would have to speak to Amy Brown.
- vii. Sarah: POFC, you can use the card in Dec but this is the cut off for requesting the card?

- viii. McKenzie: POFC, What is the difference?
- ix. Syn: You have to submit before picking up and that has to be approved. You can request Nov. 21st for Dec 12th and that is okay because it is before the request cut off date.

B. Effective Note Taking - by Vice President Cindy Castillo

- i. Katie: We found her notes really easy to read and we like to share our notes with each other so that we don't spend a lot of full board meetings updating each other.
- ii. Presentation of note taking template shared with the senate to be used in meetings.

X. New Business

A. ASMC Expectations for Director of the Center

- i. Katie: I sent out the current job posting for Director of the Center, and they will be our advisor for ASMC once hired. There will be a seat or two on the hiring committee. If anyone has any specific things that they would like to highlight?
- ii. Dara: POINFO, I am Dara and I am the Chaplain and Director of Religious Life. Katherine Genis and I are serving as interim advisors so that when that position gets filled that person will then sit here and continue to advise.
- iii. Katie: I know Emmely and I will be giving out reading materials so that you for full board or exec board meetings you will have already read those materials. Do you have enough updates on the hiring committee?
- iv. Dara: I do not any updates on how it is currently proceeding.
- v. Katie: I ask so that we could potentially table this for next full board so that we could all have time to go over it and have information to give since this is a really important position.
- vi. McKenzie: Could materials be given two days beforehand?
- vii. Katie: Yes.
- viii. Syn: POFC, would it be better time wise for individual committees to go over this?
- ix. Tamicia: I move to table discussion of the Director of the Center position to committee meetings and to be brought back to exec board by committee chairs.
- x. McKenzie: I second.

B. Blood Drive Support

- i. Katie: There is a Blood Drive happening this Thursday Oct. 19th in the Student Union. I sent dates out to see if anyone was available to volunteer

and I understand that this is not something that everyone is comfortable doing. Please come up to me after the meeting and I can set you up.

XI. Announcements

A. BWBJ Launch

- i. Katie: Dr. Oparah does work geared towards black women and birthing justice. She and her collective are launching their book. I will email out date and time.
- ii. McKenzie: Tomorrow Oct 17th is Minority Women in STEM in Rothwell. On Oct 24th is Machine Learning Through Language Processing.
- iii. Raven: As Arts & Technology Senator, I am putting on an event Nov 15th and it will be a craft fair so that students can showcase and sell their work. I will have more information on the student forum and flyers. The submissions close on Nov. 10th.
- iv. Rebecca: Friday Nov 20th from 6:00-8:00PM there is a people of color Art Luck in the Faculty/Staff Lounge.
- v. Tamicia: The first year community is putting on monthly professor activities. If you know of any professors that would be able to contribute an “eat one teach one” that would be engaging, please reach out to myself. So we can build connections between faculty and first years outside of first year seminar
- vi. Tsi: I am president of the Refuse Fascism Club on campus. On Nov 4th there will be a giant walk out for the Anti Fascist Movement and we are trying to get Mills students out of just school mode and engaged with the what's going on in the world. I am trying to get flyers posted, but you need to get those approved so if anyone knows where that is that would be great.
- vii. Emmely: POINFO, you can get flyers stamped in the Leadership Lounge by exec members or someone from the Center.
- viii. Tamicia: POINFO, If you are going to be putting up flyers please put them in the RA mailboxes in Cowell.

XII. Adjournment

- A. Move to Adjourn: Cindy
- B. Second: Frania
- C. Full Board Pictures were then taken.