



Associated Students



January 29, 2009

Minutes

Present: Dean Steven Glick, AS Dean Skip Fotch, AS Advisor Rudy Padilla, AS President Ena Chen, Activity Director Norberto Siella, Student Representative Mandi Lam, Student Representative Antonio Isael, Librarian Suzanne Lo, ESL instructor Merle Burnick.

1. Call to Order

Association Student Council meeting came to order at 1:00 p.m.

2. Approval of Minutes

President Ena amended the speaker payment for Jo Anne Erickson from 200 to 75 dollars. The speaker will represent Asian Art Museum and come to distribute a presentation on Lunar New Year symbols on Feb. 3, 2009. President Ena also amended the price for refreshment not to exceed 225 dollars. Student Representative Mandy seconded both amendments.

3. Adoption of Agenda

4. Council officers talked about AS Business update:

1. AS President Ena reported on the two major events the AS has hold at the end of the Fall 2008 and the beginning of the Spring 2009, the “Happy Holidays” event and the Lunar New Year Party. During the two days “Happy Holidays” event, AS members distributed CCSF pencils and cookies, which came from the baking program of the Downtown Campus, to students. We had outreached over 800 students in the two days. Both students and faculty responded with really positive comments. The Lunar New Year Party was on January 28, 2009. Approximately 400 students came. Dean Glick and AS advisor Padilla both congratulated the AS members had hold another successful party and appreciated all the hard work the AS members had done.

2. Librarian, Suzanne Lo requested a fund for a speaker to come on February 24, 2009. for the African American Heritage Month. President Ena approved a fee not to exceed \$200 for the speaker payment. Activity Director Norberto seconded it.

3. The AS talked about the march in March. Five people who went on the march in 2008 provided their experience about last march. The AS thought it would be a good experience for students to participate. The AS decided to support the event. Advisor Rudy Padilla offered help to order t-shirt and create designs for the t-shirt. President Ena approved a fee not to exceed \$1500 for supporting the Downtown students go on this march. Student Representative Mandi Lam seconded it. On Feb. 5th, after got quote from Lee's regarding our purchase for lunch sandwiches and quote from Native Graphix regarding Downtown Campus t-shirt purchase. The AS President Ena suggested the spending for this event amend from \$1500 to \$3000. This budget will be used to purchase up to 300 t-shirts and up to 300 lunch sandwiches and other supplies. Student Representative Mandi Lam seconded this amendment. Mandi also brought up the issue of will DSPS students get substantial help if they go the march, Advisor Rudy will follow up this issue.
4. The AS will contact with Yerba Buena to see if we can hold an ice skating before the spring break. The AS is expecting a group no more than 50 people. President Ena approved a fee not to exceed \$1000 for this event. Student Representative Mandi Lam seconded this motion.
5. In order to have new Secretary and Vice President for the AS. President Ena will go to the next ESL teachers' meeting and announce it.

7. Adjournment

Council meeting adjourned at 2:10 pm

Respectfully submitted by

Ena Chen

Associated Students Council President of the Downtown Campus



Associated Students



February 26, 2009

Minutes

Present: Dean Steven Glick, AS Advisor Rudy Padilla, AS President Ena Chen, Activity Director Norberto Siella, Student Representative Mandi Lam, Student Representative Antonio Isael, Student Representative Judith Muegun, Lab Aide Jessie, ESL instructor Merle Burnick.

1. Call to Order
Association Student Council meeting came to order at 12:10pm
2. Approval of Minutes
3. President Ena Chen approved the minutes on January 29th on the understanding that the recording of the march event should be more specific. Student Representative Mandi seconded it. Adoption of Agenda
4. Council officers talked about AS Business update:
 1. President Ena nominated student Mandi Lam for the AS Secretary. Student Representative Antonio seconded it. And all who represented in the meeting were agree unanimously.
 2. President Ena had checked the reserve books that the AS approved in September 2008 for computer classes. Those books had been checked our approximately 1000 times in sum. Library now is requesting a fund to purchase ESL reserve books. After discussion, President Ena approved a fee not to exceed \$900 include tax, and seconded by Student Representative Antonio Isael. The AS clarified that the fund can only be used to purchase reserve books. Also President Ena addressed that the

AS will only support to purchase reserve books which have long term usage.

3. New Students Counseling Department is requesting a fund to purchase food and supplies for an event. They predict that around 125 night time class students will be benefited from this event. President Ena moved a budget not to exceed \$100 on the understanding that the AS will receive more details regarding this event, include date, time, and reduce unnecessary items which they can borrow from AS office, Student Representative Mandi seconded it.
4. The AS has been working hard through the semesters, so President Ena suggested the AS have lunch together one day. President Ena approved a budget not to exceed \$300, AS Secretary Mandi seconded it.
5. About the march on March 16th. The AS, Dean Glick and the AS Advisor Rudy agreed on getting together one day between the meeting and the march to make sure everything is prepared. About the t-shirt purchase; Advisor Rudy will pick up the first order of 200 t-shirts the same afternoon; President Ena will follow up the payment of the other 100 t-shirts. The AS members took survey from students and decided to charge each t-shirt \$3. T-shirts will be selling on the bus on March 16. The AS will work closely with the AS dean, school dean and the AS advisor to make sure we are well-prepared before the march.

7. Adjournment

Council meeting adjourned at 2:30 pm

Respectfully submitted by

Ena Chen

Associated Students Council President of the Downtown Campus



Associated Students



March 26th, 2009

Minutes

Present: Dean Steven Glick, Student Activity Dean Skip Fotch, AS Advisor Rudy Padilla, AS President Ena Chen, Activity Director Norberto Siella, Secretary Mandi Lam, Computer Department Worker Rema, Student Representative Antonio, Thanh, Lab Aide Jessie Huang.

1. Call to Order

Association Student Council meeting came to order at 1:10 p.m.

2. Approval of Minutes

Student Representative Antonio moved to approve February minutes, Secretary Mandi seconded it.

3. Adoption of Agenda

1. The AS briefly talked about the march on March 16th. Both Dean Glick and Advisor Rudy acknowledged all the effort the AS had put on this event. Skip suggested the AS can write down some guideline for bus monitors.
2. Librarian, Suzanne Lo wanted to contract with a speaker from “West meet East” series. She requested a fund of \$150 for the speaker payment and additional \$75 for refreshments. Student Representative Antonio moved to approve this motion, Secretary Mandi seconded it.
3. Student Activity Dean Skip Fotch presented the proposal of putting Student Representation Fee to the poll in April. Student Representative Antonio moved to approve this motion and Secretary Mandi seconded it.
4. About the Election in April, President Ena and Advisor Rudy will obtain more information from and work with Skip for this event

7. Adjournment

Council meeting adjourned at 2:10 pm

Respectfully submitted by

Ena Chen

Associated Students Council President of the Downtown Campus



Associated Students



April 23rd, 2009
Minutes

Present: Student Activity Dean Skip Fotch, AS Advisor Rudy Padilla, AS President Ena Chen, Secretary Mandi Lam, Student Representative Antonio, Lab Aide Jessie Huang, Counselor Debra Stewart, Student Trustee Candidate Joshua Nielsen.

1. Call to Order

Association Student Council meeting came to order at 1:10 p.m.

2. Approval of Minutes

Student Representative Antonio moved to approve the March 26th minutes, Secretary Mandi seconded it.

3. Adoption of Agenda

1. The Downtown ASC annual budget for the Downtown ASC election is \$1500. Student Antonio moved to take \$400 from election fund and put it for the food and supplies for poll workers on April 28th and 29th, ASC Secretary Mandi seconded this motion.
2. Student Antonio moved to take \$700 from election fund and put it for supporting a party after election, ASC Lab Aid Jessie seconded this motion.
3. The Downtown Campus Counseling Department is having a College/University Day on April 29, 2009 in the Educated Palate from 3:30pm to 5:30pm. Counselor Debra Stewart came to the meeting and expressed the needs to access the information to students. ASC Advisor Rudy and Secretary Mandi agreed to help delivering this message and flyers to faculty and students.
4. One of the Student Trustee Candidates, Joshua Nielsen, came to the Downtown ASC meeting and talked about his vision of being a Student Trustee. Under the supervision of Skip and follow the Downtown Campus rules. The Advisor Rudy told Joshua he can post his own posters inside the Downtown Campus and go to individual classroom to do campaign.

7. Adjournment

Council meeting adjourned at 2:10 pm

Respectfully submitted by
Ena Chen

Associated Students Council President of the Downtown Campus



May 7, 2009

Minutes

Present: Dean Glick, AS Advisor Rudy Padilla, AS President/President-elect Ena Chen, AS vice President-elect Katie Gelardi, Secretary Mandi Lam, Student Representative Antonio, Student Representative Norman, Lab Aide Jessie Huang,

1. Call to Order

Association Student Council meeting came to order at 1:10 p.m.

2. Approval of Minutes

Advisor Rudy amended the counselor's name from Debra Stewart to Dennis Ubungen. Student Representative Norman moved to adapt the April 23rd minutes, Secretary Mandi seconded it.

3. Adoption of Agenda

1. After the two days of the Downtown ASC election on April 28th and 29th, the Downtown Campus students elected Ena Chen and Katie Gelardi as President and Vice President for year 2009/2010. This year we got outstandingly 401 votes. This marvelous turnout based on all the Student Council members and volunteers' teamwork before and during the election. Some teachers also had a huge impact on encouraging students to vote. For acknowledge all poll workers' hard work, the Council decided to have a lunch gathering on May 14th 1~3pm. Budget for this event had been adapted and seconded in April meeting.
2. For recognition of poll workers. We have 6 poll workers worked both Election Day and 1 worked for one day. Vice President-elect Katie Gelardi moved to adapt \$20 stipend per person per day and totally not to exceed \$280, Secretary Mandi seconded it.
3. President Ena bought some recordable DVD and ink for title printer to do a project to record what the Downtown ASC has done in the past months. Student Representative Antonio moved to adapt President's request to reimburse the spending of DVD and ink, totally \$68.19, Lab Aide Jessie seconded it.
4. Library is having a Summer Reading Program during summer school. For encouraging students to use the library material and read, the Library Assistant Marilyn asked the Student Council to be a sponsor of this event. Since the Library have good review on this project, the Council members believed this event will be meaningful for the Council to support. Secretary Mandi moved to adapt \$200 for sponsoring this program, Student Representative Antonio seconded it.
5. Since we have President-elect and vice President-elect. Advisor Rudy suggested the Council have job description reviewed in the first meeting of next semester.

7. Adjournment

Council meeting adjourned at 2:10 pm

Respectfully submitted by
Ena Chen

Associated Students Council President of the Downtown Campus