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## ***Executive Adopted Minutes***

Regular Meeting #16 Tuesday, January 28, 2014 12:15pm – 2:00pm  
Room 5305, Cuesta College, San Luis Obispo Campus

- Advisory note: The Executive Cabinet maintains the right to re-order agenda items; accordingly, items may not be presented during the meeting in the order they appear below.

### **A. CALL TO ORDER (12:20)**

### **B. ROLL CALL/ESTABLISHMENT OF QUORUM**

#### **Executive Cabinet Officers**

1. Activities Director – **Sabrina Bussell (P)**
2. Clubs Director– **Natalie Conant (P)**
3. Finance Director – **Collin Fernandes (P)**
4. Outreach Director – **Shyla Lefever (P)**
5. President/Student Trustee– **Charles Scovell (P)**
6. Publicity Director – **Virginia Orr (P)**
7. Secretary – **Vacant**
8. Vice President (Chair) – **Kyle Siegworth (A)**

#### **Advisors**

1. Dr. Anthony Gutierrez, Coordinator, Student Life and Leadership (**P**)
2. Athene Gatley, ASCC Financial Advisor (**P**)

### **C. PUBLIC COMMENT**

*Anyone from the public may address the ASCC Executive Cabinet regarding any issue not on the agenda. The Chair reserves the right to limit the length of public comment. Responses from the Executive Cabinet are strictly limited. (Public comment about the importance of hand sanitizers on campus.) (None)*

### **D. EXECUTIVE CABINET REPORTS**

*Members of the ASCC Executive Cabinet may report on matters involving the Associated Students or shared governance. There will be no discussion, except to add an item to a subsequent agenda or to ask questions of clarification.*

1. Activities Director – **Sabrina Bussell ( 3 welcome back events, went extremely well)**
2. Clubs Director– **Natalie Conant (Clubs day is Feb. 11-12<sup>th</sup>)**
3. Finance Director – **Collin Fernandes (No report)**
4. Outreach Director – **Shyla Lefever (Thursday SLO event)**
5. President/Student Trustee– **Charles Scovell (Welcome back everyone)**
6. Publicity Director – **Virginia Orr (No report)**
7. Secretary – **Vacant**
8. Vice President (Chair) – **Absent**

**E. ADVISOR REPORT'S**

1. Dr. Anthony Gutierrez, Coordinator, Student Life and Leadership (**Welcome Athene, Need a student to serve on hiring committee distributed update to ASCC budget**)
2. Athene Gatley, ASCC Financial Advisor (**10k under budget**)

**F. APPROVAL OF UNADOPTED MINUTES**

*The ASCC Executive Cabinet is presented with Unadopted Minutes from previous meeting(s). Once reviewed, the Executive Cabinet will note necessary corrections and/or approve the minutes as presented.*

1. Move to approve minutes for Regular Executive Cabinet Meeting #15 Tuesday, December 10, 2013.  
**Bussell/ Conant (5/0/0 MSP)**

**G. ACTION ITEMS**

*The Executive Cabinet is requested to take action on the following business items.*

**1. Approval of Applications for Appointed Positions**

*The Executive Cabinet will review applications for appointed positions.*

*Move to forward Daniel Cadwell and Ashlee Juarez as senators for spring 14 to Senate, Bussell/Conant (MSP 5/0/0)*

**2. Review of Club Applications**

*The Executive Cabinet will review club applications. Discussion/Action may include club applications that were submitted after the agenda was written. (None)*

**3. Financial Concerns**

*The Executive Cabinet may be presented with financial concerns that have come up since the agenda was written and require action. At the discretion of the President/Student Trustee and the Finance Director, discussion may include money proposals that were submitted after the agenda was written and are considered time critical. All money proposals are due to the Chair no later than Thursday at 1:00 pm the week prior. (None)*

**4. Activities Calendar**

*The Executive Cabinet may be presented with updates and/or changes to the Activities Calendar.*

1. Spring 2014 Club Day (**Feb. 11<sup>th</sup> SLO, Feb 12<sup>th</sup> NCC**)
2. Spring 2014 Welcome Back Events (**2 events this Thursday- pizza SLO, burritos NCC**)

**5. ASCC Committees**

1. Programming Committee: Chairs will establish a time and date.
2. Outreach Committee: Chair will establish a time and date.
3. NCC Task Force Committee: Chairs will establish a time and date.
4. Budget Committee: First meeting will be March 7<sup>th</sup>
5. Elections Committee:

#### H. **DISCUSSION/ACTION ITEMS**

*Pending review, the Executive Cabinet is asked to (a) take action or (b) bring back item(s) as discussion, discussion/action, or action item(s).*

1. ASCC Student Survey: Proposed survey questions. Executive Cabinet was requested to submit 3 survey questions prior to next meeting.
2. ASCC Suggestion Box Locations: Possible locations may include LRC in NCC, Caf. or Library in SLO.
3. ASCC Bylaw Revisions: Will review priority list at next meeting.

#### **AGENDA ITEMS FOR NEXT EXECUTIVE CABINET MEETING**

*The Chair will review items that the ASCC Senate decides to send to the next ASCC Executive Cabinet meeting. **All other agenda items must be e-mailed to [asccpres@cuesta.edu](mailto:asccpres@cuesta.edu) no later than 5:00pm Wednesday the week before the meeting.***

1. Student survey questions
2. Text messaging
3. Bylaw Committee

#### I. **ADJOURNMENT**

Unless otherwise announced, the next ASCC Executive Cabinet Regular meeting will be held, Tuesday, February 4, 2014, at 12:15pm in ASCC Senate Chambers, room 5305, on the San Luis Obispo campus. (Adjournment 1:19 pm)