

**Associated Students of Claremont McKenna College**

**Executive Board Meeting**

**17th of November, 2019**

**Members Present:**

Dina Rosin -- President

Bryan Carlen -- Executive Vice President

Max Dawson -- Chief Financial Officer

Cristi Kennedy -- Chief Ethics and Procedural Officer

David Almaraz-Roman -- Chief Operating Officer

Lisa Hao -- Presidential Advisor on Mental Health and Wellbeing

Sobe Uwajeh -- Presidential Advisor on Community Engagement

Chandler Koon -- Vice President of Student Affairs

Andrew Winssinger -- Comptroller

Kamara Anyanwu -- Diversity and Inclusion Chair

Andrea Amaya -- Dormitory Affairs Chair

Avnika Gupta -- Campus Organisations Chair

Cindy Lay -- Sophomore Class President

Johnson Lin -- Junior Class President

Laleh Ahmad -- Senior Class President

Melanie Wolfe -- Residential Advisor Liaison

**Members Absent:**

Colin Sam -- First Year Class President

**Guests Present:**

Matthew Landeros -- Club Liaison

Jasper Davidoff -- The Student Life

Molly Luce -- ASCMC Senator

Samrath Machra -- Student Engagement Chair

Jon Joey Telebrico -- ASCMC Senate

Maddie Standlee -- ASCMC Senate

Sabrina Zhou -- Club Liaison

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# **I. Agenda**

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# **II. Welcome**

**[7:06PM]** Dina calls meeting to order.

# **III. Approve Last Week’s Minutes**

[Conditional Approval]

# **III. Executive Board Updates**

|  |  |
| --- | --- |
| **Executive Vice President -**  Bryan Carlen | * The Administrative Affairs and Appropriations Committee Chair created resolution template * The Student Engagement Committee created a youtube with social media updates * Senate Secretary will make Senate attendance announcement during Open Forum |
| **Sophomore Class President -**  Cindy Lay | * Collab event with Janise on the ‘Sophomore Slump’ * Tabling on financial literacy week and connecting with financial aid on FAFSA workshop |
| **Chief Financial Officer -**  Max Dawson | * Running budget update and Mock trial over budget but may be attributed to accounting error |
| **Vice President of Student Affairs-**  Chandler Koon | * Sponsored event with Maya Love and Julia Weinstein by funding for additional pies and snacks * Reached out to Izzie who is an event planner about Club Claremont and McKennapalooza |
| **Presidential Advisor on Student Engagement -**  Sobe Uwajeh | * Meeting tomorrow with leaders of service clubs about campus wide programming * Planning to meet with Dean Devon and President Dina about summer service project |
| **Clubs and Organizations Chair-**  Avnika Gupta | * Finished club liaison hiring process |
| **Senior Class President -**  Laleh Ahmad | * [no updates] |
| **Resident Assistant Liaison** -  Melanie Wolfe | * [no updates] |
| **Junior Class President -**  Johnson Lin | * Junior Class and CPB spikeball tournament, raised > $100 for charity. * Juniors and Seniors are hosting collab event “Delicious Desserts and Dandy Treats” and working with cooking club and bartending volunteers for a wholesome panel of food and drink |
| **Dormitory Affairs Chair -**  Andrea Amaya | * Emailed story house about dorm decorations: no inflatables and no lights * Met with Brooklyn of CPB for North Quadnival on December 13 * Talked with Senior President Laleh about a Senior Apartments Carnival for Fall Thesis |
| **Comptroller -**  Andrew Winssinger | * Processing two checks: one from pomona and scripps for Monte Carlo * Working on a spreadsheet about line items to streamline reimbursements * Requesting for ledgers from VPS and Junior Class President |
| **Presidential Advisor on Mental Health-**  Lisa Hao | * No ‘Mental Health Monday’ email because no scheduled events * Working on Thanksgiving email addressing eating culture |
| **Diversity & Inclusion Chair -**  Kamara Anyanwu | * Meeting with VP Bryan, Dean DT, Dean Devon, and Dean MK about affinity banner initiative, * Drafting proposals for student affairs committee * Working on installation for other awareness months * Focusing on advertisement for the Kube chat * Working on ‘Night at the Apollo’ with 10 performers registered so far |
| **Chief Ethics and Procedural Officer -**  Cristi Kennedy | * no updates about the locker, please let her know and if she wants one let her know. * Elections committee will be arranging a meeting time in the near future |
| **Chief Operating Officer** -  David Almaraz-Roman | * Working on updating the ASCMC Clubs and Organizations’ webpage * Deliberating on details about the Bubble restoration project over Winter Break |
| **President -**  Dina Rosin | * Met with Matt Bibbens, Nyree Gray and DT Graves about ASCMC non-discrimination Policy * Met with founder of Callisto, a sexual assault resources service, that will roll out to CMC * Met with Bryan, Samrath, Jon Joey, Maddie, and Emanuel about social media * Went through board feedback with Bryan and we worked on vision for the rest of this term * Met with college leadership about ASCMC’s involvement concerning the 75th anniversary of CMC |

# **IV. Social Media Update with Senators Jon Joey, Maddie, and Emanuel**

* **Social Media Initiatives** - Senators Jon Joey and Madeline
  + Collaboration
    - Creating a document with updates about social media procedures for keeping the account updated,
    - Worked with diversity and inclusion about halloween cultural appropriation, and archive it after the event for posts with graphics,
  + Social Media Applications
    - Create delineation of ASCMC events from regular college feed
    - Emphasize feed highlighting cool stuff happening on campus with high quality photos from students for Instagram stories or posts
    - Utilize graphics exclusively for stories
    - Content includes successful club events, town hall updates, ASCMC events,
  + Snapchat Ideas
    - Focus party life posts to create delineation from other platforms like Instagram or Facebook
    - Targeting prospective students and current students by offering live updates on parties and events
    - Working on building a youtube with videos on partying, orientation, and centralize all the party content for incoming students and videographers are working on making new content for this year while still building on subscription base
* **Questions and Answers**
  + **Dina**: How can Exec Board help make content?
    - **Maddy**: Need help spreading the word and taking pictures and sending them on the account via DM or SEC email. Still transitioning accounts so there are some delays on posting content and getting content out in a timely manner
  + **Avi**: Do you want to send me the updated club contact information to the SEC email? Also snapchat is just updating the story, so how would it be effective for students when it disappears?
    - **Jon Joey and Maddy**: Snapchat is geared more towards students on campus for live updates on events throughout campus.
  + **Sobe**: CMCadmission instagram is also run by students so are you prioritizing different goals about focusing on prospective students or current students?
  + **Cristi**: Talked with Samrath about internal risks on what we will and won't post bearing that we need permission to use their photos and consent about posting.
  + **Kamara**: For events, how often would you post and how far advance would you post for stories?
    - **Maddy**: We don't have an issue about too much content but usually around 5 per day so it won't be spam
    - **Jon Joey**: Clubs have not been very proactive about posting
  + **Avi**: What about advertising events on the club inform?
    - **Jon Joey**: Coordinate future discussion about clubs interacting with ASCMC
  + **Cristi**: Hopefully this goes well then we can incorporate this as part of the job requirements but it might be slow but it will help streamline the process
  + **Jon Joey**: ASCMC has a larger base but interested in increasing the engagement and follower account. Do you guys have any ideas about increasing engagement?
    - **Sobe**: Table in front of Collins with Donuts for a follow
    - **Avi**: Advertise on the Club Inform
    - **Kamara**: Admissions page featured people doing SIE internships which will encourage repost or story mentions which is free advertising
  + **Dina**: Andrea, do you have any ideas on dorm events being featured?
    - **Andrea**: Concerns about randoms crashing other dorm events

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# **IV. Wellness Week Debrief**

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| --- | --- |
| **Sophomore Class President -**  Cindy Lay | * Collab event ‘Phone Wallet Making’ event with CPB went well * The Inside Out/In-n-Out event went well with many attendees   + Organized by Colin Sam |
| **Junior Class Vice President -**  Johnson Lin | * Great spikeball fundraiser event, over $100 fundraised * People showed up to participate instead of registering beforehand * Great donation model, CPB and Junior class donated $8 per team that participated. Encouraged a friendly atmosphere of competitiveness while still considering different skill levels |
| **Vice President of Student Affairs-**  Chandler Koon | * ASCMC Destress Bubble wholesome event but poor attendance. May be attributed to the inconvenient Bubble location * Overestimated amount of people who came which led to lots of leftover food. Left extra food in North Quad, wholesome event, attendance was poor and really inconvenient to walk over to the bubble |

**V. Open Forum**

1. Senate Secretary: Molly - Announcements
   1. Cracking down on Senator status based on attendance
   2. Tracking attendance via sign-in sheet
      1. Senate attendance will be taken into account when determining stipends
         1. Attend 1 in every 3 consecutive Senate meetings
2. Minutes Approval Concerns
   1. **Cindy**: Post minutes on Slack and use reactions for approval
   2. **Cristi**: Send minutes on Slack by Monday/Tuesday

**VI. Potential External Communication Discussion**

* Closed minutes called by Dina to discuss a potential external communication

**VII. Closing**

[moved back into open minutes]

**[Motion] Sophomore Class President - Cindy Lay**

* Motion to adjourn meeting
* CFO Max Dawson seconds motion
* Board unanimously votes in **favor**

**Board Adjourned @ 8:32PM**