

**Executive Board Meeting (April 28th)**

**Members Present:** Dina Rosin, Cristi Kennedy, Chandler Koon, Cindy Lay, Max Dawson, Lisa Hao, Laleh Ahmad, Amadeo Cantu-Trevino, Andrea Amaya, Stiles Satterlee, Gino Townsend, Kamara Anyanwu, Avi Gupta, Johnson Lin, Raina Kim, Ali Ahmed

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| **Members Absent:**  Edgar Warnholtz, Andrew Winssinger, Sobe Uwajeh, Bettina Benitez  **Guests:** Patrick Coe  Board Called to Order @ 7:04PM | |

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# Agenda

1. Welcome!
2. Approval of April 21 minutes (see attached)
3. Officer updates
4. Funding Request: Canva Subscription for ASCMC
5. Approval of CMC club allocations
6. Approval of 5C club allocations
7. Discussion of summer projects for ASCMC officers
8. Open Forum

# Minutes

Max: Motion to approve

* Seconded by Laleh

All in favor : All

Abstention: Max Dawson

# Officer Updates

|  |  |
| --- | --- |
| **Member** | **Project/ Update** |
| Bryan Carlen | Executive Vice President  Senate first resolution passed - carbon neutrality date to 2030   * Senate has ability to pass resolutions that reflect the voices of student body   Board bonding - Thursday night |
| Laleh Ahmad | Class of 2020 President  Worked on alumni events  Helping Edgar with thesis party |
| Kamara Anyanwu | Diversity and Inclusion Officer  Picked three for D&I committee  Met with 5C resources, talked about history and relationships with D&I board  Met with soll center for diversity and inclusion  Met with leaders of research institutes  Timeline for student publication |
| Ali Ahmed | Events Commissioner  Rainbow sunday snack  Working on pirate party |
| Raina Kim | Chief Operating Officer  Met with Connor, Cristi and Devon about bubble management |
| Cristi Kennedy | Chief Ethics Procedural Officer  Review media policy |
| Chandler Koon | Vice President of Student Activities  Lock down prices for Pirate party   * Budget requests for pirate party from 5Cs * Secured funding from Pitzer and Mudd * Will ask Scripps today   Next week first year students will present idea about hip hop festival |
| Cindy Lay | Class of 2022 President  Pitzer pool party on Friday  Working on pirate party brunch   * Will not be there entire day, trying to find supervisor |
| Johnson Lin | Class of 2021 President  Met with cabinet and Cindy’s cabinet to plan Chall brunch  Met with Devon, secured photo booth for brunch  Will be assisting with funding request at Pomona |
| Gino Townsend | Director of Student Security  No updates |
| Stiles Satterlee | Events Commissioner  Pirate party  Wings and Things snack at Chall |
| Amadeo Cantu-Trevino | Events Commissioner  Working on audio / performances at pirate party  Wings and things |
| Vin | RA liaison  RA of Chall |
| Max Dawson | Chief Financial Officer  Student Affairs Committee - talked with Bryan and Dina  Met with Budget Committee on freeze, finalize club budgeting |
| Avi Gupta | Campus Organizations Chair  Organized makeup hearings  Sent final allocations  Met with I-connect to see what help they need  Worked on club credit cards  Club summer storage  Will plan interview process for clubs |
| Andrea Amaya | Proxy for Andrew Winssinger, Comptroller   * Learning how operate Workday * Deposited SIF check * Audit mock trial   Dormitory Affairs Chair  Residential life committee meeting   * Dorm presidents gave a lot of feedback on improving dorm life * Got input on what events worked * Agenda and minutes are available |
| Lisa Hao | Presidential Advisor for Mental Health  Chatted with DOS about special committee  Had committee meeting   * Some students will lead focus groups, will open up for different class years   Meeting with DT, Sue, and Devon to chat about Humm.ly contract   * Will go over logistics   \*CFO will have to sign the contract |
| Dina Rosin | President  Met with head of alumni relations   * Will foster stronger relationships   Made sure ASCMC officers are invited to alumni events  Met with chairman of board of trustees  Met with past ASCMC members on alumni weekend |

# 

Deadline for officer reimbursements is May 8th

* Approve inbox by then
* If clubs and orgs request for extension, will reach out accordingly

Q: How often should an officer be clearing inbox?

* Certain officers once a week, certain officers two times a week
* Will send out document soon

# Funding Request: Canva Subscription

Laleh: $119.4 / year

Will use ASCMC email

EC, VPSA, Class presidents

Easier to use, access to a lot more graphics

Max: Will have to re-approve every year

* One time subscription

Motion to fund in full from Operations

* Seconded by Johnson

All in favor: Kamara Anyanwu, Dina Rosin, Avi Gupta, Bryan Carlen, Laleh Ahmad, Max Dawson, Cindy Lay, Johnson Lin, Andrea Amaya

# Approval of CMC club allocations

Presenting CMC tentative club allocations for 2019-2020

Have to vote on items over $3000

Summary: Top 5 same as last year, shifted around a little bit

OI, APAM, Mock Trial, Advocates and 1Gen

8 new clubs - 2 were affinity groups

Allocations decreased from last year, but were able to funnel the difference to 5Cs

Bryan: Motion to approve all CMC club allocations above $2000

* Seconded by Cindy

All in favor: All - Kamara Anyanwu, Dina Rosin, Avi Gupta, Bryan Carlen, Laleh Ahmad, Max Dawson, Cindy Lay, Johnson Lin, Andrea Amaya

# Approval of 5C club allocations

Approving 5C budget allocations above $2000

Claremont Man’s lacrosse only item over $2000 - allocated 4000

Budget committee went through individual items

CMC allocations jumped by 8-9000

* Good for community building and relations

Cindy: Motion to approve budget allocations for 5Cs

* Seconded by Bryan

All in Favor: All - Kamara Anyanwu, Dina Rosin, Avi Gupta, Bryan Carlen, Laleh Ahmad, Max Dawson, Cindy Lay, Johnson Lin, Andrea Amaya

# Summer Projects for ASCMC officers

Dina:

Officers can come back early, should get approval soon

* ex) working on the Bubble, meeting with administration

Max: Came back early to meet Treasurer about Workday

Every officer should meet with either Dina or Bryan about summer projects

Q: Expectations about checking email and being around in summer?

* Will have a conversation

Q: How early do you have to come back?

* Before FYG or RTA training

Laleh: Typically summer housing ends on the 2nd, DOS reluctant about people moving in before RAs moving in

Bryan: expectation about having a project to work on over the summer regardless of coming back early or not

Laleh: What does accountability look like?

Max: Will be reaching out to people about various systems to be implemented

* Fiscal year turns over, lot of opportunities to get things done before that

Cristi: If no access to electronics, let the board know

Dina: Everyone has to check email in a week

Cindy: Period of time to check communications could be different for each officer

* Dina: Should tell the board in advance, and share overall plan

Raina: Is slack set up?

* Cristi: Almost done, will be used in summer

Senate needs to see the budget allocations on May 6th, give comments

Exec will be voting on 12th

Cindy: Would be great for everyone on board to read through the constitution

Dina: More intentional about creating institutional knowledge

* Want to create guide/ living document about expectations and job descriptions would be helpful

Cristi: Will create template of ASCMC handbook, some positions such as VPSA or CFO will be more in-depth

Max: Old exec board had email thread of summer updates

Dina: social media updates about what all of us are doing

Laleh: Remember what going into each position was like and write about it when it is fresh

* If information about what predecessor did, should upload to Google Drive

Max: When moving around folders, how much should Raina have say?

Raina: Within individual folder, would not have to ask for permission

# Open Forum

Cristi: Media policy

All communications should be done over email

No ASCMC officer should be giving quotes

DOS has policy of saying First-Year instead of Freshman, we should adopt that

* More gender neutral term
* Include transfers having first year at CMC

Met with heads of TSL with Max

* 5C student body communities came up with a proposal, 5C publication communications committee
* Facilitate communication between student body representatives and student publications to increase accountability
* Not journalistic oversight, more facilitating communications

Should report misrepresentation of ASCMC

Johnson: Worried about conflict of interest

* Cristi: Pomona chose representatives not related to ASPC
* We think should be appointed through ASCMC

Max: Purpose is to simplify the procedure of organizing communications between TSL and student governments

Cristi: Committee formed through TSL suggestion, but will be reaching out to more publications

Deo: Pirate party this weekend, be on the lookout for help

* Q: When will wristbands be available?

A: Wednesday (appx.)

Avi: Can proxys be called three hours before the meeting instead of six hours?

* Cristi: 6 hours is solid to be courteous of everyone’s time, no one will be upset for sickness
* Best practice is 6 hours

No rule in the stipends sections about budget or elections committee, but absence at the meetings will be counted for communications criteria of stipends section

Look out for Chandler’s recommendations for pirate party

Max: Motion to adjourn

All in favor: All - Kamara Anyanwu, Dina Rosin, Avi Gupta, Bryan Carlen, Laleh Ahmad, Max Dawson, Cindy Lay, Johnson Lin, Andrea Amaya

Board Adjourned @ 8:07PM