



EDMONDS COMMUNITY COLLEGE ASSOCIATED STUDENTS

Executive Board 2020-2021

Regular Meeting

October 16th, 2020

12:30-2:30 pm

[Meeting Link](#)

Agenda

- I. Call to Order (12:30 pm)**
Jiyeon Song - Executive Officer for Diversity
- II. Roll Call (12:30 pm)**

Wayne Anthony	Director of CSEL
Zambak Colak	Executive Officer for Administration
Jeanice Janlie	Executive Officer for Academics
Not Present	Executive Officer for Budget & Finance
William To	Executive Officer for Clubs
Shayne Strey	Executive Officer for Community Relations
Gary Yan Xuan	Executive Officer for Student Relations
Not Present	Executive Officer for Technology
Jolie Elliott	Assistant to the Executive Board
Not Present	Communications Assistant
- III. Introduction of Guests (12:31 pm)**
 1. Viet Quan Nghiem - previous Assistant to the Executive Board
 2. Hoang Tran - Soon to be Communications Assistant. Still in onboarding process
- IV. Open Floor (12:31 pm)**
- V. Approval of Minutes (12:35 pm)**
 1. Approving Oct. 9th 2020 Meeting Minutes

- a. Gary moves to approve the meeting minutes from October 9th, 2020.
- b. Zambak seconds
 - 1. Vote passed by Roll Call (5-0-0)
 - 1. Zambak Colak yes
 - 2. Jeanice Janlie yes
 - 3. William To yes
 - 4. Shayne Strey yes
 - 5. Gary Xan Yuan yes

VI. Correspondence (12:37 pm)

VII. Reports (12:40 pm)

Wayne

- 1. President Singh's, town hall meeting on Monday has announced that the college will be closed for the winter quarter similarly to fall quarter.
- 2. Commencement this year will be virtual. The Commencement Committee will plan an improved version of the previous virtual commencement.
- 3. Assistant to the Executive Board will be resigning on Monday, the 19th

Zambak

- 1. Goals document updated, created a simplified student version.

Jeanice

- 1. Working on a BLM and Indigenous Peoples day to be held in mid-November

William

- 1. Club fair not going well. Low rechartering rate, only 5 clubs rechartered.
- 2. Wifi in Triton Court, still terrible, will impact performance as chair during the next meeting.
 - a. Will discuss possibility of postponing duty as chair later

Shayne

- 1. College Promise Coalition sent a survey to give students asking if they are willing to share their story as a first-generation student. Will be sent out soon.
- 2. Met with Danielle Carnes, VP of Innovation & Strategic Partnerships, on Tuesday, asked to serve as student representative on the Edmonds College Foundation Board of Directors

Gary

- 1. Marketing Committee has worked on updating student government website, including adding the welcome back video
- 2. Renewed the Instagram, Facebook, and Twitter links on the main page

VIII. Unfinished Business (12:45 pm)

none

IX. New Business (12:45 pm)

- 1. CSEL student employee computer funding proposal
 - 1. 6 Macbook Pros with 3 years of apple care would cost \$10,594.74

- a. Intended to be 5 for Marketing Committee, 1 for Communication Assistant in order to support graphic design.
 2. Received quotes for Chromebook and Dell laptops.
 - a. Conclusion that Dell laptops [Latitude 3310 2-in-1] would be more efficient.
 - b. 26 Dell laptops would cost \$26,039.43
 3. For 32 computers in total (6 apple, 26 dell) \$36,634.17
 - a. Would come out of the Board budget.
 1. From Unallocated Funds Balance, as it is the most malleable balance (in comparison to the \$15,000 Tech Fund) Leaving \$66,031.83 in the Unallocated Reserve.
 - b. Knowing the laptops will last at least 3 years, and knowing that we will be spending at least two-thirds of an academic year virtually, it would be best to invest in these computers from our budget.
 4. Jeanice moves to approve funding for CSEL student employee computers, totaling \$36,635 to come from the Unallocated Reserve
 - a. Shayne Seconds
 - b. Vote Passed by Roll Call (5-0-0)
 1. Zambak Colak yes
 2. Jeanice Janlie yes
 3. William To yes
 4. Shayne Strey yes
 5. Gary Xan Yuan yes
2. Establish a Financial Code Committee in order to finalize the financial code to present before the Presidential Leadership Team in December.
 1. Possible dates for Presidential Leadership Team meetings in December will be given next week
 2. Shayne moves to approve the creation of a Financial Code finalization committee
 - a. Zambak Seconds
 - b. Vote Passed by Roll Call (5-0-0)
 - i. Zambak Colak yes
 - ii. Jeanice Janlie yes
 - iii. William To yes
 - iv. Shayne Strey yes
 - v. Gary Xan Yuan yes
 3. Members appointed to the Financial Code Committee
 - a. Zambak, Jeanice, and Shayne

Gary moves to approve the creation of Student Services Committee

Would work towards completing Goal #2 and #3. The event that the Student Services Committee would work on planning can simply be planned by individual board members without the creation of a committee.

Add an item of business to create a Goal Committee with the possibility of a Student Services Committee to the next agenda.

Motion dropped without a second

X. Board Discussion (1:10 pm)

Wayne

1. Brad Thomas will be on the agenda next week to analyze the application of Board funds and its usefulness

Zambak

1. Zambak will be attending the WA-SEN Student Engagement Summit on Saturday, October 17th along with Shayne
2. Would like to invite Trina to be added to the Assistant to the Executive Board Hiring Committee as a student representative

Shayne

1. The board should brainstorm ways to be involved in the College Foundation Board of Directors
 - a. Information will be sent out, to be discussed next week.

Gary

1. Registration will end for the WA-SEN Student Engagement Summit in 22 hours
2. Student Survey
 - a. Timeline for sending out the survey: in the next two weeks
 - b. Deadline for students to complete the survey: may be a population limited deadline
 - i. 30 day deadline, leaving the survey open afterwards to continue receiving data
 - c. Next Steps:

William

1. Proposes a replacement should be made for the chair for next week.

Should wait to add him into the rotation until the internet improves, possibly winter quarter

 - a. Shayne will chair the next meeting and chair order will simply be moved up one
Zambak will record minutes at the next meeting

Jeanice

1. BLM and Indigenous People event will have speakers come to discuss a variety of topics.

Possibility of asking for speakers from UW

 - a. At this time, no funding is needed for the event. Possibility of buying gift cards to show appreciation to speakers.

XI. Announcements (1:30 pm)

Jeanice: Looking for a student representative for the Marketing Committee

Jiyeon: The Greeting Survey is up on the Student Government website, and will be up until October 28th.

XII. Adjournment (1:35 pm)

This document was signed on the ____ day of _____ in the year ____.

Presiding Chair Signature: _____

Advisor Signature: _____