

Associated Students of Cerritos College

Regular Cabinet Meeting

Agenda

Monday, October 2, 2023

2:00 PM

Location: AP 12

Zoom Conference (for members of the public or guests, voting members must attend in person):

<https://cerritos-edu.zoom.us/j/84594589919?pwd=Qi5keOgg7mp9sT8IBL4kXszWBqhCm8.1>

I. Organizational Items

I.01 Call to Order

S. Frausto called the meeting to order at 2:01PM

I.02 Roll Call

I.03 Approval of Minutes

Motion: VP Dweik, Second: Dir. Trevizu , approved unanimously

I.04 Approval of Agenda

Motion: Dep Jimenez, Second: Dep. Duran, approved unanimously

II. Public Forum

This time is reserved for members of the public who wish to address the Associated Students of Cerritos College Cabinet members on issues of concerns, public comment, future events, fundraisers, and any topic relating to Cerritos College and their constituents. A limit of three (3) minutes per speaker and nine (9) minutes per topic will be enforced. This is not a time for discussion by the ASCC Cabinet; however, the President or Cabinet members may respond to specific questions and concerns made by the public.

III. New Business

III.01 Online Courses at Cerritos College | Discussion | 20 mins

Distance Education Coordinator Lynn Serwin will present on online courses at Cerritos College and seek feedback on student needs from ASCC Cabinet members.

Lynn Serwin presented to ASCC to seek feedback on online course instruction and support. She is also seeking interested student volunteers for filming a video for Distance Education.

Director Reyes informed Lynn that the QR code presented was not correct. Lynn will correct QR code. Expressed that services such as tutoring do not seem accessible for online students.

Senator Hernandez expressed issues of downloading documents from Canvas. Clarified that there was student error not reading syllabus. Students afraid of asking questions. Vice President Dweik asks for clarification on what feedback Lynn is seeking.

III.02 Event Attendance Report | Informational | 10 mins

Advisor Delacruz will present event attendance numbers from the 2022-2023 academic year and 2023-2024 events.

Advisor Delacruz presented attendance numbers from 2022-2023 and 2023-2024 academic years. Numbers are showing growth in events from last year to this year.

Director Reyes recommended to ask participants how they heard of the events.

Director Alfaro asked what other data can be provided for events through the Cerritos College App.

Director Diaz requested to have formal written reports sent to ASCC Cabinet Meetings.

III.03 Respective Department Contact Walkthrough | Informational | 10 min

President Frausto will demonstrate how to contact Director and Deputy's designated departments in a formal and respective manner.

President Frausto presented the template for professional emails to administrators.

Advisor Delacruz presented how to create professional email signatures. A signature template will be sent in the future.

III.04 Written Report Walkthrough | Informational | 5 mins

President Frausto will demonstrate how to issue the monthly ASCC Director/Deputy Cabinet written reports.

President Frausto presented the template to provide written reports. These will be required at the end of each month.

IV. Executive Cabinet Reports

IV.01 Advisor Report

Advisor Delacruz invited ASCC Cabinet members to the October 18th Board of Trustees meeting. Also recommended attending the 10/4/23 and 10/11/23 ASCC Senate meetings.

IV.02 President Report

S. Frausto recommends attending Senate and Court meetings.

IV.03 Vice President Report

S. Dweik invited ASCC Cabinet members to 10/4/23 and 10/11/23 Senate meetings, as well as Student Convocation on 10/18.

IV.04 Chief Justice Report

S. Chun reported that ASCC Court will have a Halloween outreach event Tuesday, 10/31/23 at 12PM. Seeking volunteers to help facilitate the event. ASCC will distribute candy. The Miser will be playing throughout October. S. Chun is inviting ASCC Cabinet members to attend. All revenue goes towards ASCC funding.

IV.05 Student Trustee Report

No report.

IV.06 Director & Deputy Reports

Dir. Gaffield: Native Plants Coalition partnered with Niemes Elementary School. Seeking more members for Native Plants Coalition. Reached out to other 4 year universities and community colleges to gather information on native plants on campus.

Dir. Diaz: Student Programming Board broke the attendance report for school events this academic year with La Feria.

Chinese Club is meeting 10/5/23 with a karate demonstration at Equity Center.

Inter-Club Council had meeting last Thursday had around 20 clubs attended. Upcoming events include: Homecoming 10/21/23 Next meeting is October 12 at 10AM in AP12.

Dep. Gutierrez: Halloween event on 10/30 through ICC. Seeking ideas.

IV.07 Treasurer Report

No report

IV.08 Party Whip Report

No report

V. Announcements

V.01 ASCC Cabinet Meeting - Monday, October 2, 2023, AP12, 2:00 pm

V.02 ASCC Court meeting -Tuesday, October 3, 2023, AP12, 12:00 pm

V.03 ASCC Senate meeting-Wednesday, October 4, 2023, LC155 2:00 pm

VI. Adjournment

S. Frausto adjourned meeting at 2:57PM.