



# ASBTC Senate Meeting

Associated Students of Bellingham Technical College

*Striving for Student Success*

Contact: [asbtc@btc.ctc.edu](mailto:asbtc@btc.ctc.edu) | 360.752.8357 | Campus Center (CC) Room 300

## MINUTES

December 11, 2013

❖ **Call to Order:**

Meeting called to order by President Marlon Jennings at 11:19 a.m.

❖ **Attendance:**

- Nicole, Scott, Danielle, Gagan, Susan, Marlon, Todd, Mike, Matt

❖ **Reading and Approval of Minutes:**

- Minutes were approved with minor corrections. Approved – Welding, Seconded – CNET. All approved.

❖ **Funding Requests:**

- No requests today.

❖ **Standing Reminders:**

- Roberts Rules
- Senate Expectations

❖ **Attendance:**

- Marlon shared the current attendance. If anyone has questions or concerns regarding their attendance please talk to Gagan.

❖ **Student Advocacy:**

- Todd reminded Senate that there are many opportunities to get involved in your school. Committees need you. At this time representatives are needed for the Tenure Committee. There is also a Diversity Committee and EMAC Committee, along with several others. Please contact Todd via email or in person and he would be more than happy to answer questions, direct you to the committees. Please share this with your programs.

❖ **Certificates:**

- On behalf of the ASBTC Executives, Gagan handed out certificates to both programs and senators that had reached 100% attendance this quarter. Those programs and people are as follows:

**SENATORS**

Computer Software Support	Aaron W Giffin
Welding	Adam Segaar
Accounting	Adrian Schick
Admin - Legal	Alia Landon
Mechanical Engineering	Erik Scheen
Precision Machining	Jason Hanson
EMTEC	Pavel Zelenskiy
Diesel Heavy Equipment	William Trueman

## PROGRAMS

Accounting  
 Admin & Office  
 Admin - Legal  
 Automotive Technology  
 Civil Engineering  
 CNET  
 CSS  
 Dental Hygiene  
 Diesel Heavy Equipment  
 Electronics  
 EMTEC  
 Geomatic Survey  
 Mechanical Engineering  
 Nursing - LPN  
 Process Technology  
 Veterinary Technology  
 Welding

- Marlon thanked all Senators for being involved.

### ❖ **Senators/Winter Quarter:**

- Make sure paperwork is in place for winter quarter if you are going to be on Senate. Also if you are graduating or stepping down please find someone to take your place and provide them with paperwork. It would be helpful if you shared with new senators the expectations and give them some guidance.
- Next Senate meeting will be January 15, 2014.

### ❖ **Future events:**

- **PTK 01/14/14 G Room 102A**
- **Vet Club 01/13/14 G Room 102A**
- **Senate Meeting 01/15/14 Settlemyer Hall**
- **Last Day of the Quarter 12/18/13**
- **First Day of Winter Quarter 01/08/14**
- **Inclement weather or emergency closures 752-8SNO (8766) or [www.btc.ctc.edu](http://www.btc.ctc.edu)**
- **Enter information from Marlon**

### ❖ **Executive Contact Information:**

- **See website**

### ❖ **Director of Communications:**

- - Marlon shared with senators details and reasons why the idea of re-titling the position of WACTCSA to Director of Communications Director, incorporating WACTCSA into the job description. Also in the job description will be scheduling senate speakers which will then be deleted from the Vice President Job description. A motion to approve was made by PTECH, seconded by CNET. All approved.

### ❖ **Raffle:**

- RTECH is doing a raffle – tickets are \$1.00 each. Great prizes. This is a fundraiser for their senior pictures, conference in April and other expenses they foresee. They will be selling tickets on Friday, December 14, 2013 from 9 to 10 a.m. in the Haskell Building (center area). Drawing is also this Friday.

### ❖ **Break:**

- Marlon thanked everyone for coming to the meeting, doing what they do for ASBTC and their school and wished them "Happy Holidays". This meeting is the last meeting of the year and fall quarter 2013.

❖ **Adjournment**

- Instrumentation made a motion to adjourn, Welding seconded, all approved. Meeting adjourned at 11:50 p.m.

**Executive Meeting Minutes Approved By:**

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Susan Paull – Director of Administrative Affairs - Minutes

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Marlon Jennings –ASBTC President

Program:	.....
Senator:	.....
Instructor:	.....
Date:	.....