



ASBTC

Executive Meeting

Associated Students of Bellingham Technical College

Striving for Student Success

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

MINUTES

February 27, 2014

- **Call to Order:** by President Marlon at 3:11 pm.
- **Attendance:**
 - Executives: Marlon, Gagan, Mike, Racheal, Ryan, Sam, Todd (excused)
 - Advisors: Malcolm and Nicole
 - Clerical Support: Linda
 - Prospective Candidates: Chris Schwitter
- **Reading and Approval of Minutes:**

Motion to approve minutes by Ryan, 2nd by G. all approved.
- **Funding Requests:**
 - ❖ **Civil Engineering**—Requesting \$1145 for a trip to Seattle to tour the viaduct project from 8am-6pm on April 11, 2014. A 36-passenger tour bus will be rented for \$895 and \$250 for \$10 lunches for 25 students. Motion to approve by Gagan and Mike 2nd, all approved.
 - Motion to table civil engineering funds request until the dean's and advisor's signatures can be provided by Ryan and Gagan 2nd.
 - ❖ **Basic Academic Skills Department**—Requesting \$200 for a end of quarter social pizza party for 45 students and 15 staff, coaches, advisors and other students on March 12, 2014. Motion to approve by G, 2nd by Mike. All approved.
 - ❖ **Autobody Collision**—Request for up to \$2000 for 8 students to get Icar certifications. Cost per person varies from \$130-\$280 depending points received from Icar tests. All 8 students are eligible and are based on test scores. Program has 100% attendance. Motion to approve by G, Ryan 2nd, all approved.
 - Mike would like time to investigate to see if BTC can fund a non-expiring certificate.
 - ❖ **Veterans Support**—Request from Malcolm for \$55 for a bulletin board and \$2500 to be added to Veterans support budget.

Canvas training in student lounge

- **Discussions:**
 - ❖ **Fiscal Responsibilities Committee**—Welding and other departments have requested an increase in their budget because they have a larger number of students in their programs. Marlon talked to Debra Jones about structured/tier funding based on program size that will work with the budget no matter the program

fluctuation. On G's program budget proposal to reallocate funds/expenses per budget line item and increase the budget by \$14,000 based on per capita and headcount. Marlon wants to set a date after people review the proposed budget change to discuss further. No date was given.

- Mike has two senators interested in being part of the Fiscal and Responsibilities Committee and is waiting to hear back from another senator. Mike needs our availability.
- Ryan motioned that he and Gagan chair the Fiscal Responsibility committee, Gagan 2nd. 1 opposed, 2 abstained. Ryan and Gagan are the new chairpersons.

- ❖ **Leadership Conference**- Each attendee shared what they enjoyed and they do have notes and books that can be borrowed.
- ❖ **Graduation and End of Year Celebration**—Marlon will reserve Settlemyer for June 24, 2014 with a budget of \$1500.
- ❖ **Informal Breakfast for Administration, Faculty, and Staff**—Marlon has been talking to Chef Mark and he thinks that budget needs to be increased based on Chef Marc's quote. Coffee, mini muffins and mini Danishes are \$3.50 per person with 250 people totaling \$875. Fruit trays are \$25 per tray for 8 trays equaling \$360. Orange and Apple juice are \$8 per pitcher with 20 pitchers equaling \$160. Total is \$1418.54. If larger Danishes are requested that total would be \$1500.06. We are required to use BTC food services. Settlemyer Hall has been booked by Marlon. Chris Schwitter to draft the invite for review. Motion to raise the budget from \$800 to \$1500 made by Racheal and Mike 2nd, all approved.
- ❖ **Minutes**— February 13 executive minutes Mike motioned to approve minutes, Sam 2nd, all approved.

➤ **Adjournment:** Motion to adjourn meeting by Ryan and Sam 2nd, all approved. 5:14pm

Executive Meeting Minutes Approved By:

Racheal Honeycutt– Director of Administrative Affairs – Minutes

Marlon Jennings –ASBTC President