



ASBTC

Associated Students of Bellingham Technical College

Senate Meeting

Striving for Student Success

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

Minutes

October 1, 2014

➤ **Call to order:** Meeting called to order by President Ryan Chapman at 11:12am.

➤ **Attendance:**

- ❖ Ryan, Trevor, Jennifer, Racheal, Jason Halverson
- ❖ Absent: Sam, Jason Hanson
- ❖ Advisors: Malcom
- ❖ Clerical Support: Linda Ruthrauff

➤ **Reading and Approval of Minutes:**

- ❖ No minutes to approve as this is the first senate meeting of the year.

➤ **Standing Reminders:**

- Know Roberts Rules of Order
- Report to your Programs

Senate expectations:

- Take notes
- Be actively involved
- Conduct yourself in a professional manner
- Follow Roberts Rules of Order
- Report to your program.

➤ **Attendance:** Trevor took attendance.

➤ **Visitor**

➤ **Funding Request:**

No funding requests at this time.

➤ **Current Business:**

- Senate packets – Program Representative form and senator checklist are due at the October 8, 2014 meeting.
- The agenda can be used for reporting back to programs.
- Human resources will be at the October 8, 2014 meeting to accept paperwork and verify completion. Each senator will need to bring their picture ID and Social Security card or other acceptable documentation listed.
- Stipends and program funds are based on attendance. If you are not able to attend a meeting make sure your alternate attends and reports back to your program.
- Open Executive positions: Vice President, Director of Administrative Affairs – Attendance, and Director of Communications. Deadline for the executive paperwork is the Monday before senate meeting.
- Prospective executives will need to attend the executive meeting Thursday, October 2, 2014 at 3:10 pm in the student lounge.
- Foundation breakfast 7:30 am on October 2, 2014 in Settlemyer for scholarship winners.
- Volunteers are needed for the set up for the event. Settlemyer hall 2 – 3:30 pm today. Contact person is Peter Donovan.

➤ **New Business:**

- **Director of Communications** – open position. Dreamweaver experience is helpful, must be willing to learn.
- **Director of Attendance** – Track attendance, contact programs that are not in good standings.
- **Funding Requests** – Linda Ruthrauff process funding requests. Please make sure you are talking with her about you requests.
- **New clubs** – New clubs starting up on campus. To sign up for the LGBTQ club email Racheal Honeycutt at RHoneycutt@btc.ctc.edu. There is a signup sheet in the student lounge for the Classic Gaming Club.

➤ **Announcements:**

- ❖ Tech Tuesday - Get 10% off on Tuesdays in the campus store when you sport your BTC gear, receive double stamps in the coffee shop, purchase a cafeteria meal valuing \$3.50 or more and receive a 4 oz. jumbo cookie
- ❖ Family concert October 11, 2014 10:30 am in Settlemyer Hall
- ❖ October 16, 2014 Welcome back lunch in Settlemyer Hall 11 am – 1pm
- ❖ Senate meeting October 22, 2014 will be held in DM 118/119

- ❖ Next senate meeting October 8, 2014 Settlemyer Hall 11 am
- ❖ SVA meeting every Thursday building G in room 102A
- ❖ PTK meeting every Thursday 11am building G in room 102A.

➤ **Motion to adjourn**

- Meeting adjourned at 11:55 am.

Senate Meeting Minutes Approved By:

 Jennifer Oakes, Director of Administrative Affairs-Minutes

 Ryan Chapman, ASBTC President

Program: _____
Senator: _____
Instructor _____
Date: _____