



# ASBTC

Associated Students of Bellingham Technical College

*Striving for Student Success*

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## EXECUTIVE MEETING MINUTES

February 11, 2015

- **Call to Order:** Meeting called to order by President Ryan at 3:45 pm
  
- **Attendance:**
  - Executives: Ryan, Trevor, Binh, Lyzz, Jason, Sam, Jen @ 4:01 pm
  - Absent:
  - Advisors: Mark
  - Clerical support:
  
- **Reading and Approval of Minutes:** Motion to approve minutes pending change to CNET funding request by Lyzz, 2<sup>nd</sup> by Jason, 1 abstention, approved.
  
- **Visitor:**
  
- **Funding Requests:**
  - ❖ Dental Hygiene - \$1,425 to go towards the Jamaica trip as well as a community project for those who cannot go on the trip. 6 students are going to Jamaica. Motion to approve pending approval of all program students and signature of the dean by Jason, 2<sup>nd</sup> by Lyzz, approved.
  - ❖ PTECH - \$4,500 to go to the College of the Mainland March 29 – April 1, 2015 in Texas City, TX. Funds to go towards airfare, transportation, and lodging. Student selection will be based on a 1 page essay, GPA and involvement in the program. Motion to approve by Jason, 2<sup>nd</sup> Lyzz, approved pending signature of the dean. Student code of conduct is to be followed.
  
- **Clubs:**

➤ **Discussion:**

- ❖ Motion to approve stating in the February 4, 2015 minutes Chris from CNET told all CNET students about funding request by Jason, 2<sup>nd</sup> by Sam, 1 abstention, approved.
- ❖ Ryan is concerned about the hours spent by Mark at the NW Leadership conference. The ASBTC gets 129 hours of “Mark time” per quarter, 38.7 hours are for 3 months’ worth of meetings. The PTK meetings are also coming out of Mark’s time. Mark’s FTE is .25, there is concern that at the end of the year the ASBTC will be told they need to pay a larger portion in the future. Mark will check with administration on his hours spent at the NW Leadership conference and how that will be paid.
- ❖ Trevor felt the senate meeting was disappointing and disrespectful. The assistant Attorney General should have been given the time she requested. Recommending guests present right after funding requests.
- ❖ Trevor suggested that the policies and procedures be added to the website so the senators have access to the information.
- ❖ Motion to create the Policies and Procedures Committee by Trevor, 2<sup>nd</sup> Jason, 1 abstention, approved.
- ❖ The Policies and Procedures Committee will be an advisory committee only, there will be no voting. Sam will be the chair person. The majority of the executive team has expressed interest in being on the committee. Committee will meet on Tuesdays from 11 am – 12 pm.
- ❖ Some feel there is a need to retain an attorney to represent the ASBTC and the students, this can be paid for from funds in the reserves.
- ❖ Promoting the Facebook page – Lyzz would like to do popcorn on Monday the 23<sup>rd</sup> and Tuesday the 24<sup>th</sup>. Will give Dental Hygiene the option of selling their Crest White strips at this time. A signup sheet will be posted for those interested in purchasing them.
- ❖ Motion to approve the purchase of 1 Xbox One for \$550 by Sam, 2<sup>nd</sup> Jason, 2 opposed, 1 abstention, approved.
- ❖ Trevor got the electrical tape.
- ❖ Trevor will put together a presentation on reporting for senators.
- ❖ Trevor suggested letting senate know the Director of Attendance will be an open position next quarter and hold the election in a couple weeks so the new individual can be trained before Trevor leaves.
- ❖ Election for the Director of Attendance will be held the 2<sup>nd</sup> week of March.
- ❖ Motion to approve purchase of a new foosball table (Berner Billiards Neon Table), amount up to \$1,100, by Jason, 2<sup>nd</sup> Lyzz, 1 abstention, approved.
- ❖ Binh’s new funding request forms will be reviewed next week.
- ❖ Letter to the BOT – Next month we will bring up the amended changes. The letter will need to be done by the 19<sup>th</sup>.

- ❖ Basketball hoop project still in process. Waiting on hoop to proceed.
- ❖ Jason is working on the executive team's team-building event.
- ❖ Jen requested 5 -10 minutes on next week's agenda to report back from Commencement Committee meeting.
- ❖ Ryan stated Lyzz was appointed to the Commencement Committee. Would like to vote on it next week. Trevor suggested talking with the committee prior to voting.
- ❖ Jason reiterated the importance of Roberts Rules of Order. They will be followed more strictly from here on.

➤ **Advisor Recap:**

**Mark**

- NW Leadership conference – Spoke with Linda Fossen and funding will be provided for Mark to attend the conference.
- Cal will be here February 13 to meet with us.
- Club form – The form that is on the website has not been approved, it needs to be replaced by the original form. Lyzz to fix this.
- Accreditation notebook – is it possible to get that from the team. (It has been lost)
- Email list of senators – Trevor will provide this.

**Linda**

➤ **Adjournment:**

- ❖ Motion to adjourn by Sam, 2<sup>nd</sup> Lyzz, approved. Meeting adjourned at 5:32 pm.

**Executive Meeting Minutes Approved By:**

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Ryan Chapman –ASBTC President

Program: .....

Senator: .....

Instructor: .....

Date: .....