



# ASBTC

Associated Students of Bellingham Technical College

*Striving for Student Success*

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## EXECUTIVE MEETING MINUTES

March 18, 2015

- **Call to Order:** Meeting called to order by President Ryan at 3:47 pm
  
- **Attendance:**
  - Executives: Ryan, Binh, Jason, Sam, Trevor
  - Absent: Jen, Lyzz
  - Advisors: Mark
  - Clerical support: Linda
  
- **Reading and Approval of Minutes:** Motion to approve minutes pending changes by Sam, 2nd by Trevor, approved.
  
- **Visitor:**
  
- **Funding Requests:**
  - ❖ HVAC - \$200 from BBQ funds to cover food costs for an on-campus party celebrating the graduation of one of the HVAC cohorts. The event will be on March 24<sup>th</sup>. Funding is for instructor reimbursement only. Motion to approve by Trevor, 2<sup>nd</sup> by Jason, approved.
  - ❖ HVAC – Not to exceed \$450 for seven HVAC students to get their L&I electrical trainee licenses renewed. Students need these licenses to accrue hours through their program and also need them to be able to legally work in the field. Funding is for student reimbursement only. Motion to approve by Sam, 2<sup>nd</sup> by Binh, 1 abstention, passed.
  - ❖ Welding - \$300 from BBQ funds to cover food for a welding program on-campus party. The party will be on March 26<sup>th</sup> and roughly one hundred students will be attending. Groceries will be bought on the 24<sup>th</sup> by the instructor. Funding is for instructor reimbursement only. Motion to approve by Jason

pending instructor and dean signature and also instructor's agreement to buy food and be reimbursed, 2<sup>nd</sup> by Binh, passed.

- ❖ Welding - \$7,401 for 48 students to get reimbursed for welding certifications. The certifications cost about \$154.19 each. Students will be eligible for reimbursement from April 7<sup>th</sup> to June. Funding is for student reimbursement only. Motion to approve by Jason, 2<sup>nd</sup> by Trevor, passed.
- ❖ Veterans - \$500 for food at an April 15<sup>th</sup> "open house" showing off the new veterans building in H17. Chef Mark will be in charge of the food services. Motion to approve by Jason, 2<sup>nd</sup> by Trevor, passed.
- ❖ Veterans - \$150 for special cords for graduating veterans to wear in the upcoming commencement on June 23<sup>rd</sup>. Motion to approve by Jason, Sam 2<sup>nd</sup>, passed.

➤ **Clubs:** Fisheries club – Jackie Dexter came to ask about how to go about requesting funds for Fisheries club events. The executive team might make separate funding request forms specifically for clubs.

➤ **Discussion:**

- ❖ The executive team may hire a DJ for the upcoming ASBTC sponsored dance. It may also be possible that Jake and Craig could take care of the music for the dance as they have a collection of music that would be legal for the ASBTC to play at the event.
- ❖ Mark will look into whether it may be a good idea to charge an entrance fee for non-BTC students at the dance while allowing BTC students free entry.
- ❖ Persons other than students would most likely have to pay an entry fee for the dance considering they don't pay S&A fees at BTC.
- ❖ President Ryan requested that the team think of ideas for a theme for the dance.
- ❖ The upcoming dance might have a dance off, the dancer that receives the most cheer, measured by a "cheer barometer" or decibel measurement, wins!
- ❖ Robbie's training as the new Director of Administrative Affairs – Attendance is going well!
- ❖ Robbie and Trevor are to make new senator packets before Trevor graduates.
- ❖ Embroidering for new ASBTC executive shirts could be done by International Athletic.
- ❖ The new reward system for senators who have reported back to their classes will start at the beginning of next quarter.
- ❖ Program instructors will be e-mailed by the executive team to let them know that their senators should be reporting to the class and that the instructor's signature is needed on the senate meeting agenda to verify that the senator has reported.
- ❖ When a senator brings a signed agenda to a meeting, they get a raffle entry for a weekly and a quarterly prize. Weekly prizes will be t-shirts and quarterly prizes may be gift certificates. The first time all senators have brought a signed copy of the agenda to a senate meeting, donuts will be bought for

the entire senate. Motion to earmark funds towards senator involvement prizes from goods & services not to exceed \$150 by Sam, 2<sup>nd</sup> by Trevor, approved.

- ❖ A “plan of attack” for creating the new ASBTC mission statement will take place next executive meeting so that Lyzz can be present.
- ❖ ASBTC executives planning on going to the students of color conference should let Linda know ASAP.
- ❖ Robbie will talk to Jake Fowler about bringing popcorn to the cafeteria and giving it out to students who “like” the ASBTC Facebook page.
- ❖ Four of the chairs in the student lounge are being fixed right now and will be gone for about a month.
- ❖ Linda has the price for the new desk for the ASBTC office.
- ❖ Sam will figure out what locks we should order for the game system controllers by next executive meeting.
- ❖ Ryan hasn’t heard back from Wendy about ASBTC office chairs.
- ❖ Linda ordered pens and ink for ASBTC office.
- ❖ Basketball hoops will be ordered soon, although facilities still needs to do a “locate.”
- ❖ Ryan has compiled a list of ASBTC progress, accomplishments and goals that he will put into a letter for the board of trustees. Trevor will review the letter and check it for errors. The letter will be presented to the board of trustees at their meeting on March 19<sup>th</sup>.
- ❖ The executive hang-out event will be dinner and bowling. Jason is to start planning. Possible dates for the event are March 30<sup>th</sup>, 9<sup>th</sup>, and 30<sup>th</sup>.

➤ **Advisor Recap:**

**Mark**

- The commencement committee would like input from senate on whether students would like graduation photos with the BTC president Patricia McKeown or not.
- Mark checked with his colleagues at other establishments as well as other BTC faculty and they have agreed that showing films on campus is illegal without paying the proper dues. If movies are to be played in the lounge, the executive team should look into how much it would cost to legally play movies.
- Report any ASBTC related misconduct to Mark in the future to ensure that the issue goes through the appropriate channels.
- Mike Sullivan is a potential candidate to play music for upcoming BTC events. He has been well received by students in the past.

**Linda**

- New foosball table is supposed to be in March 19<sup>th</sup>.
- In the future, don't approve funding requests with events including students who will have been graduated by the time of the event.

➤ **Adjournment:**

- ❖ Motion to adjourn by Trevor, 2<sup>nd</sup> by Sam, approved. Meeting adjourned at 5:30 pm.

**Executive Meeting Minutes Approved By:**

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Jennifer Oakes – Director of Administrative Affairs - Minutes

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Ryan Chapman –ASBTC President

Program: .....

Senator: .....

Instructor: .....

Date: .....