



ASBTC

Associated Students of Bellingham Technical College

Striving for Student Success

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

EXECUTIVE MEETING MINUTES

June 3, 2015

- **Call to Order:** Meeting called to order by Vice President Jason Halverson at 3:41 pm

- **Attendance:**
 - Executives: Binh, Robbie, Jason, Jen, Sam
 - Absent: Lyzz
 - Advisors: Mark
 - Clerical support: Linda

- **Reading and Approval of Minutes:** Motion to approve minutes by Sam pending changes, and 2nd Binh, 2 abstentions, approved.

- **Visitor:** Andrew from Geomatics.

- **Funding Requests:**
 - ❖ None

- **Clubs:**

- **Discussion:**
 - ❖ EOY BBQ – Band is booked. Food/Menu is done. Sam is still working on the site map, will be done tomorrow. Lyzz did not call Party Canopies, Jen will call tomorrow. Email blast has been sent out, end time needs to be corrected, it should be 3 pm. Sam sent out the Survey Monkey. Lyzz has it posted to the website. Linda has emailed Craig about the set up needed for the band. Sam needs to pre-order the pies for the pie eating contest. Gift certificates have been purchased for prizes.

- ❖ Elections – Advisor expressed concern about a group executive decision being overridden improperly, noting that if a quick decision like this needs to take place in the future, a process needs to be established. The executive team made the decision in the May 27, 2015 executive meeting to announce the President’s position at the June 3, 2015 senate meeting and that Sam and Jennifer would not need to run for re-election for their positions. This was not followed through with. Instead, the Director of Legislation and Director of Administrative Affairs – Minutes positions were announced during the senate and the senate was advised the President’s position would not be announced. This decision was made outside of an open public meeting with only the input of a few of the executives. There are concerns that this undermines the team environment and presents a trust issue. There are also concerns that there may have been outside influences on this decision. Sam apologized for his actions and stated that it was not his intent to undermine the executive team’s decision.
- ❖ Second basketball hoop – Will be a project for this summer. Will go on next year’s budget.
- ❖ Games for student lounge – here.
- ❖ Network for the student lounge – was not setup how we wanted it. It needs to be fixed.
- ❖ Office chairs – Linda has not heard anything yet.
- ❖ Next week – Start summer agenda.
- ❖ Stage extension – Line item in next year’s budget.
- ❖ Sam – May 15, 2015 was the cut off for purchase, but if we stay under \$500 we can order the 32” Smart T.V. per Stephanie. Motion to approve purchase of 32” Smart T.V. and wall mount for the ASBTC office up to \$400 by Sam, 2nd Binh, 1 abstention, approved.
- ❖ Sam found an old senate packet from 2005. It is a great example of what we should be doing. Sam has started updating the documents so we can use them next year. This will be worked on over the summer.
- ❖ Content Central – Looks like it will be a good program for document storage.
- ❖ Do we need the signature of the dean on the funding requests? Is it for a legal reason? Need further information, if not needed could we remove this from the funding requests.
- ❖ What process do we want for the structure of the funding requests? Binh will be thinking of ideas.
- ❖ Nursing is at 81% for attendance. Their funding request for the additional funds was approved pending they maintain attendance percentage. Attendance has dropped. Motion to cancel request for additional funding if all missing minutes are not turned in by next week by Robbie, 2nd Sam, approved.
- ❖ Sam will talk to Stew about Canvas access for all senators and executives.

➤ **Advisor Recap:**

Mark

- Email from Dave – Estimate for the 2nd basketball hoop site is \$5,000 for the concrete work.
- Some senators still need to get their paperwork into HR.
- Elections – There is concern over the process that was followed to change the decision that was made about the upcoming elections. Sam made the decision and then spoke to Jason, they agreed to make the change to the upcoming elections.
- ASBTC Office – To be used for ASBTC use only.

Linda

- Grad Cords – Mark has the cords.
- Sample shirts are here.
- Budget – In process of getting it up to date.
- Microphones have been ordered.

➤ **Adjournment:**

- ❖ Motion to adjourn by Robbie, 2nd Sam, approved. Meeting adjourned at 4:27 pm.

Executive Meeting Minutes Approved By:

Jennifer Oakes – Director of Administrative Affairs - Minutes

Jason Halverson –ASBTC Vice President

Program:

Senator:

Instructor:

Date: