

# Executive Meeting

**Wednesday, January 16th 2019**

Called to Order at 3:05PM

Adjourned at 5:13PM

## ***Voting Members Present:***

1. Shelby Pick - President/ Chair
2. Marta Nunez - Vice President
3. Abigail Hardin - Legislative Affairs Director
4. Caleb Hedin - Financial Director
5. Chris Byers - Community Outreach Director
6. Justen Noll - Student Clubs and Engagement Director
7. Brent Cardenas - Volunteer Coordinator
8. Krystal Madrinan - Wellness Coordinator
9. Waldo French - Executive Assistant
10. Christina Fredrickson - Executive Assistant (late)

## ***Voting members not present:***

## ***Advisors and Guests present:***

1. Barb Horn - Advisor
2. Francesca Jaquez - Benton Center Coordinator
3. Andrew Middleton - Event Planner (late)
4. LaVeda Sartoris - PTK Representative

## **Call to Order & Welcome:**

## **Hearing of Guests and Special Reports:**

### **John Mcardle:**

Topic 1:

“LBCC foundation does a wide variety of things from raising money for scholarships and programs, to working with donors, foundations, government, and business. We talk to people and have special events to raise funds. Y'all sponsored the golf tournament in the past, but we did not end up using the funds. We are going to have a gala in April of this year in downtown Albany. We will be charging \$125 tickets. We are raising sponsorship dollars to pay for the event. Because SLC has helped with \$700 for the golf tournament in the past (and the funds were not used) I'm requesting \$1200 for the gala. SLC would then have its name added to the donors list. A decision needs to be made by the middle of February. Student support is important because it

shows they believe in this. This event leverages the money to move things forward with the college.”

Topic 2:

“The legislative session starts Monday with hearings. OCCA has been working on college tuition prices. There's going to be a call-in day. I want you to make calls to legislatures to ask them to invest in tuition. This is huge. I will get a hold of you all and provide phone numbers. Please help.”

### **Chareane:**

Chareane came to us today about what Study Jam means to SLC and students. She wants to figure out what we can or can't do differently. The learning center has been co sponsoring study jam since 2008. When study jam first began they had 126 students check in and spend an average of 380 hours studying on Friday, and 480 hours on Saturday. Compared to now only 100 students checked in and spent an average of 115 hours studying on Friday, and 41 students checked in and spent an average of 66.5 hours studying on Saturday. Things have changed. Staff didn't have info to give students, and there wasn't much energy or enthusiasm for the event. She felt it wasn't worth what the staff got paid for.

Barb: Many departments didn't check in.

Marta: Enjoys that she doesn't have to go off campus to get food and likes the services provided.

Chris: Feels like we had all the right things going on, including advertising. Thinks we were doing the best we could to promote from within. Believes we can't control how many students attend, but we can control interest. He thinks it was great.

Francesca: Asked if it would be useful to agree on what would be beneficial to study jam, and make official what is required of us during study jam. There needs to be guideline for what is expected.

\*Waldo moves to add 5 mins to this discussion; Brent seconds. **Passes 8-0-1**

Chareane: We need to work with students 2 weeks before finals. We're going to continue programming. What we can't do is the food. Student leadership came up with study jam and it needs to be taken care of. I'm willing to work on the Albany campus to make things happen. We need to get planning done earlier so publicity is out earlier.

Marta: Suggested shareen could work with all the event planners and Chris so they can all figure out what services will be offered.

Shelby: Wants to set hours in the bylaws.

Chareane: We can make a binder for study jam planning.

Caleb: Asked chareen what she feels is the best way to motivate students.

Chareane: Our energy is spent on promoting two weeks in advance. Study jam is more like study cram. What I'd like to do is let you all discuss it and then let me know. If study jam could be sooner that would be great. We appreciate the money you've given.

Shelby: Confirmed Chris will be in contact with Chareane.

### **OSA: Ryan and Abby**

Gave a workshop presentation for 2019 Legislative Session. Presented goals of this training and priorities of current legislative issues. Priority One legislation includes: Tuition Equity 4.0, Community College Tuition Caps, Tuition and Textbook Affordability, Drivers Licenses, and Kaylees Law; campus security legislation.

There is a Northwest Student Leadership Conference in February 16-18. Training for lobbying will be a part of this event. The board meeting is at UofO Jan. 26th at 9:00 am.

\*Waldo moves to add time to this discussion; Caleb seconds. **Passes 8-0-1**

\*Andrew entered

### **Action Items:**

Waldo moves to approve the agenda; Krystal seconds. **Passes 7-0-1**

Abby moves to pass past minutes. **Passes 7-0-1**

Council of Clubs Bylaws: Justen

Presented updates to the bylaws. Copies of the bylaws were sent to the student officers for review last term.

Abby moves to approve bylaw changes; Waldo seconds. **Passes 8-0-1**

Be Kind Bazaar:

LaVeda from PTK asked for \$500 for the event.

Waldo moves to approve **\$250**; Marta seconds. **Passes 6-0-3**

### **Discussion Items:**

PTK Spring Fling:

Friday April 19th 4-8 pm. LaVeda proposed a budget of \$500.

Heterodox Academy:

Civil Discourse Club partners with HA. February 6th, Debra Mashek will be here to meet with Civil Discourse Club and students. Wants to talk about what we're doing on campus to promote viewpoint diversity or any problems we're having with it. How our campus is going about talking to each other civilly. Brent will let Mark Urista know that we'd like Mashek to come talk to us.

Committees and Councils: Marta

Printed a list out of who is signed up for committees and councils and double checked with others who signed up. Marta will be contacting the committee or council that you signed up for so they know you will be there. It must be in your task reports when you attend the committee or council.

SLC team budget forums: Caleb

Meeting with Jess next week. Wants to know if we are interested in going to the forum. This is the school telling us how and why they are spending our money. February 5th 12:00-1:00, February 6th 12:00-1:00, February 7th 2:00-3:00. Will let us know if these times work for Jess.

Bulletin Boards: Brent

We're setting up a 30 minute meeting. There is an outline of the agenda. We are starting from the ground up aside from the list of boards. A plan of action will be made by the end of this term to initiate the start of next term. A survey will be sent out to students for student input about whether or not we increase or decrease, or what we do about the boards.

Calendar for students:

Andrew will help shelby create a student-wide calendar to be sent to student.

New officer swearing:

It's tonight!

Upcoming events:

Peanut Butter Day: the poster will be done tomorrow.

Periods supply donation: January 28th-Feb 10th; extended if needed depending on how it's going.

Open Mic and Karaoke at Be Kind Bazaar: add pb day as alternate submission.

Setting consistent times for return of the term and study jam:

Justen: For having consistency, we should consolidate to just Albany campus.

Shelby: Definitely not doing LB center.

### **Involvement and Job Positions:**

\*Student officers had a long discussion about the nature of each position, their relevance, title, and part-time or full-time status. Suggested changes will be voted on next Wednesday to be changed in the bylaws. Suggestions include:

1. Executive Assistant: 3 part-time positions instead of two.

2. Student Clubs and Engagement Director: Full-time instead of part-time position (or not a position at all if changes are made to make it a better position.)
3. Community Outreach Director: “Chief of Events” instead of current title.
4. Event Planners: 4 part-time positions instead of 3.
5. Communications Director: No longer its own position.
6. Volunteer Coordinator: Volunteer Coordinator and Communications Director joined into one, full-time position. “Community Outreach Director” instead of current title.
7. Wellness Director: No longer a position.
8. Benton Center and Lebanon Center Coordinators: No longer positions. Event planners can share the responsibilities.
9. Rocky: Part-time position.

### **Reports:**

1. Judiciary Board Update: I have been working with the team for the application. We are going digital, so we can lose any more applications. Trying to decide when should we have the debate and we want to do it at DAC. Also, worked on Rocky’s bylaw for the position.
2. Legislative Update: The legislative session is starting this Tuesday, Jan 22! There is lots to do during this session, with our #1 priority being lobbying at the capitol. For each priority one issue we have, we should have at least 2-3 people willing to talk to legislators and give a personal story on why they should or shouldn’t support certain bills. This means we will need to have a team of at least 15 people, and plenty more volunteers to rally up this group. I will be asking for people to sign up for the Legislative Core Team soon, so if you would like to be a part of it please let me know! It will be kind of like the Vote campaign, but less hectic (we have until the end of spring term!).
3. Budget Update: Budget WILL be updated when Barb gets back, and I can have a report ready by the time of the executive meeting.
4. Council of Clubs Update: The Council approved start-up funds for Table Tennis Club and Tech Development Club, plus additional funding for the Storage Room renovation project. Funding for Black Curtain Society’s KCACTF conference will be voted on next meeting. Prepwork is beginning for the Council’s Winter Club Expo on 2/20. The process is beginning for looking for a new Chair of the Council.

### **Our Budgets:**

**Programming:** \$18,239

**Governance:** \$46,579

**Total:**

**Member Task Reports:**

**Shelby Pick: President, Executive Council Chair**

Hello!

Happy week TWO!

Sincerely,

***Shelby Pick***

Shelby Pick

***President***

Student Leadership Council

Linn benton Community College

slcpres@linnbenton.edu

(541)604-5586

**Marta Nunez: Vice President, Judiciary Board Chair**

This week I went to Teaching and Learning Innovation Council. One of the instructors from Communication department talked about how course was using hands-on like they are required to volunteer in a nonprofit organization. Another instructor making student work by writing more in his class and not giving students a letter grade. Another instructor talked about there should be diversity in the science area has a lower enrollment of color students. Also , they are trying to get information from other staffs (Im not sure what is going on for right now). I have been working a lot with figuring things out for committee and councils. I have emailed each of them of who is in those committees and councils. Working on my speech for the Women's Rally this Sunday. I have been doing my hours and working through things with Shelby.

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**Marta Nunez**

**Vice President**

**Student Leadership Council**

**Linn-Benton Community College**

5415703057

**Christopher Byers: Community Outreach Director, Chair of Event Task Force**

Hey Y'all

This week has been a semi hectic week for me on a personal and acadamia level. This is by far the heaviest course load I've had in my academic career so far. I've had to take care of some insurance stuff for myself and my family, but in the midst of it all I have chaired the ETF meeting and have been in contact with the event planners making sure everyone is on the right track. So far so good. I got in contact with Chereane and hopefully set up a time to conversate with her. By Friday we will have our advertisements up and should be on track for that as well. I talked to Alex about a commuter Ad and media services about using equipment for the PTK event. I also created the team bonding event and sent it out. Hopefully you all got it. Thanks everyone and happy week 3

Sincerely,

**Christopher Byers**

Christopher Byers  
Community Outreach Director  
Student Life and Leadership  
Linn Benton Community College  
(541)-368-0709

**Abigail Hardin: Legislative Affairs Director**

Hey everyone, I hope week 2 has treated you well. This week I met with Ryan P from OSA on Tuesday, and we went over the training presentation that we presented on Wednesday in the exec. Meeting. This presentation went over the priority one issues that the OSA boards (BOD, OSCC, and OSERA) chose at our last board meeting, as well as the priority two issues and the upcoming NWSLC. I'm also working on getting PTK members to attend NWSLC and will be bringing it up to the team on Friday. We also talked about the number of volunteers we're going to need this term to have a successful lobbying campaign in the capitol (statewide lobby day is Monday, Feb. 18!!). Aside from leg stuff, the bulletin board sub-committee is working on getting together sometime next week to figure out what needs to be done in regards to the decaying boards on campus.

Best,

**Abigail Hardin**

Abigail Hardin  
Legislative Affairs Director

Student Leadership Council  
Linn-Benton Community College  
Cell: (541) 659-0458

**Caleb Hedin: Financial Director**

Aloha,

We won't have an updated budget this week until Barb is back from her trip. I have emailed Jess Jacobs about the budget forum and he agreed to do the forums, unfortunately I emailed the wrong times but asked if he would be available for the times we discussed in the meeting. Once I get confirmation I will update the team with times and days. I've talked to a few team members about the forum and have gotten some help, Brent has agreed to help with posters for the forum.

No meeting with the co-curricular budget committee, just tasks and preparation for presentations next month.

-- Thanks

**Caleb Hedin**

**Student Life and Leadership Finance Director**

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**Justen Noll: Student Clubs and Engagement Director**

Hi everyone,

I chaired the first Council of Clubs meeting this week and have been in frequent communication with new and current clubs for supporting them in getting-going Winter Term. There's a lot more, but I am going to keep this succinct this week.

Sincerely,

**Justen Noll**

Justen Noll



Student Clubs and Engagement Director  
Student Leadership Council  
Linn-Benton Community College  
slcoutreach@linnbenton.edu

**Brent Cardenas: Volunteer Coordinator**

Hey Everyone,

This week I contacted previous volunteers to welcome them back to LB. I sent out some emails regarding upcoming events, seeking volunteers. I established a new promo package in order to simplify our promo material for events in the future. I have set up meeting times for the Bulletin Board subcommittee and set an agenda. I worked with event planners to create promo material for our upcoming events and should have some material by Tuesday. I also attended the Progression Council this week.

Progression Council-

- Updates- MERT Objectives Report Card/ Early Alert/ other
  - Expanding Early Alert to none DG CRN's
  - Multi-term registration
    - Degreeworks Ed plan/ Program map
  - SENSE survey
    - Collecting data to understand why students don't come back next term
    - Paid extra for a specific survey about retention
    - Classmate support, finances, meeting with an advisor or faculty big indicators about student retention
  - The Cube
    - Tool to look at student retention by specific groups now available
    - Strange AGS stuff happening

Best,

**Brent Cárdenas**

Brent Cárdenas  
Volunteer Coordinator  
Student Leadership Council  
Linn-Benton Community College  
[slcvolunteer@linnbenton.edu](mailto:slcvolunteer@linnbenton.edu)  
Cell: 858-395-6887

**Krystal Madrinan: Wellness Coordinator**

Hi all,

Hope you're well. This week I went to the Active Minds meeting and brainstormed creative ways to break the stigma of mental health and to promote self-love, we decided that making little bookmarks or pins would work and that's in progress.

I also worked on a new event, the period supply donation drive, and have the date and poster finished, plus made a Facebook event for more exposure. I also finalized visual marketing materials for the valentine's day party, and those will go up next week. The wellness/de-stress event towards the end of the term is still a work in progress. Ideas always welcome.

Regards,  
Krystal Madrinan

Krystal Madrinan  
Wellness Coordinator  
Student Leadership Council  
Linn-Benton Community College  
503-607-4969

**Waldo French: Co- Executive Assistant**

Hello All!

This week was uneventful. I attended both the ETF meeting and Executive meeting and took minutes as usual. I will have the minutes for 1-17-19 Executive meeting posted this weekend for review. Shelby and I met on Thursday to draft next week's Executive agenda. I have confirmed that I will be on the Parking and Appeals Committee on Tuesday, March 5th from 3-4. I will be missing my office hours to accommodate the committee. Have a good 3-day weekend!

Sincerely,  
**Waldo French**

Waldo French  
Executive Assistant  
Student Leadership Council  
Linn-Benton Community College

541-220-9203

**Christina Fredrickson: Co-Executive Assistant**

Sincerely,

**Christina Fredrickson**

Christina Fredrickson  
Executive Assistant  
Student Leadership Council  
Linn-Benton Community College  
INSERT CONTACT INFORMATION HERE

**Francesca Jacquez: Benton Center Coordinator**

- Event: Chili cook-off will be on 13, March (Wednesday in place of Executive meeting) time will be 3:30-6. I will work on a flyer next week.
- I have been taping at the Benton center just to let people know who I am and who I represent. I gave out snack on Thursday and would like to continue doing that once a week. It gets people's attention to the fact I'm even there. I will be putting in a request for funds to re-supply the closet.
- I met with Sharene after the executive meeting to find common ground on how we can improve the next Study Jam and make everyone happy. We have a meeting set for January 24 to talk more about the details. I'll update after the meeting.
- I missed my council meeting (sorry Marta, i know you asked me about it the day before and I didnt put two and two together) I will not miss the next one.

Best,

**Francesca Jacquez**

Francesca Jacquez  
Benton Center Coordinator  
Student Leadership Council  
Linn-Benton Community College  
5413731605

**Vacant: Lebanon Center Coordinator**

**Alaizha Wills-Browne: Event Planner**

Alaizha Wills-Browne  
Alaizha Wills-Browne  
Event Planner  
Student Leadership Council  
Linn-Benton Community College  
8049377679

**Andrew Middleton: Event Planner**

Hello everyone,

This week I got together with Juan and made the poster for the peanut butter drive. I also sent email out to the deans of each division. I've also spoken with Megan on working on consolidating the three grey filing cabinets by Barbs office into one so we can have commonly needed forms available instead of being tucked into a file somewhere

**Andrew Middleton**

Event Planner  
Student Leadership Council  
Linn-Benton Community College

**Guadalupe Ruiz: Event Planner**

Yo!

This week I talked to Jaya Lapham we talked about different volunteering activities and such. Including helping the committee for the festival Latino and possibly helping as a volunteer. She will connect me with their HAC team that's planning the festival. I have also sent an email to Laveda for the Valentine's Day event.

**Guadalupe Ruiz**

Guadalupe Ruiz  
Event Planner  
Student Leadership Council  
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(541) 981-8776

**Juan G Ortiz Cortez: Event Planner**

We talked about making the peanut butter drive from January 28 to the 1st of February. The poster is already finished and ready to print. The reward would be pizza, donuts or something related to peanut butter. For the department that gets more peanut butter jars. The drive is going on for a week or so.

**Juan Ortiz Cortez**

Juan Ortiz Cortez

Event planner

Student Leadership Council

Linn-Benton Community College

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**Announcements and Reminders:**

1. Board of Education Meeting: 6-8pm, Jan. 16 th
2. Free Clothing Event: 10am-3pm, Jan 19 th (Jesus Pursuit Church)
3. Academic Affairs Council: 3-4:50pm, Jan. 22 nd
4. Bowling Bash: 3-5pm, Feb. 3 rd
5. College Night: 4-7pm, Feb 4 th
6. College Council Meeting: 3-5pm, Feb. 7 th
7. Be Kind Bazaar: 5-8pm, Feb. 13 th
8. Vice Council: Feb. 14 th, 3-4:30pm
9. Northwest Leadership Student Conference: February 16 th- 18 th (Salem)
10. Winter Club Expo: 11-1pm, Feb. 20 th
11. UCWLC Women's Leadership Conference: April 12 th -13 th