

Executive Meeting

Wednesday, October 31st 2018

Called to Order at 3:02 pm

Adjourned at 4:47 pm

Voting Members Present:

1. Shelby Pick - President/ Chair
2. Abigail Hardin - Legislative Affairs Director (left early)
3. Caleb Hedin - Financial Director
4. Brandon Whaley - Co-Community Outreach Director
5. Chris Byers - Co-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 (came in late)
11. Marta Nunez - Vice President (came in late)

Voting members not present:

12. Jacob Senske - Communications Director

Advisors and Guests present:

1. Barb Horn - Advisor
2. Francesca Jacquez - Benton Center Coordinator (left early)

Call to Order & Welcome: OFFICIAL

Hearing of Guests and Special Reports:

1. Greg Hamann, LBCC President
 - a. Did not show
2. Terrell Langley, Director of Facilities
 - a. Lighting: In the past he has done a program called Relay for Light because it gets dark around this time and it causes problems. He decided 20 years ago we should improve campus safety and improve exterior lighting to prevent trip hazards and more. He did some research that mirrored highlights of their old program. Lighting must be adaptable future campus development. He showed pictures of the University of Rochester to showcase how lighting can be used on campuses and how it can be, and was, upgraded.

- i. We need four teams and two students per team (8 total students) for checking the lighting on campus. We will break the campus up and assign buildings to teams to point out deficiencies and desires for lighting.

1. November 14th or 15th at 5:00 pm.

3. Diana Boro-Boswell, MSW

- a. VIP registration happens in Spring. It has a dual purpose 1. to get students registered early before they leave for Summer, because they tend to forget during summer, and 2. if a class fills, there is more time to schedule another class to accommodate more students. Why there are so many events is because we want to remind students this campus is a fun place to be, a place they actually want to be at and come back to. I saw a ton of involvement from SLC in the lounge. I would like SLC members to consider having a more official role in planning. I want to focus on logistics about why people didn't come and what activities appeal to students. I would like a couple of representatives to come up with games and activities. If you are interested, we have biweekly meetings on Wednesdays 10:00-11:00 in WH 212. I would like to gauge your interest about getting involved, to be representatives or make your own committee. As for advertising, signs and posters aren't enough. More face to face advertising is needed, getting the word out in classes etc.

- i. Justen suggested partnering with CoC for activities.
- ii. Brandon will talk to event planners on Monday about getting involved.

4. Michaela Willi Hooper, OER Librarian

- a. There have been a few steps in getting OERs implemented. The next step is to make sure students can opt into OER. I will send out on LBlive a video how to opt into OER. By 2020 we would like to offer OER degrees where all the classes offer textbooks under \$40. The \$40 was determined by a poll.

*student officers offered their opinions about OERs and Michaela took notes.

5. Tammi Drury, Graduation Services

- a. I am from the Admissions office. The Thanksgiving food drive is coming up and we have been doing it for many years. I have been chairing or co-chairing for the past 10 years. I am here to ask if I can get your support this year. We need financial help. We help with food and volunteers to fill boxes and hand them out. I don't have a number for how much we need. Last year we did a fundraiser and did a 50/50 raffle and got under \$1000. We give out gift cards with \$10, but we were able to give \$15 gift cards after the fundraiser. We typically need \$6000 on top of what you give us. Right now we only have \$100. We only have a couple weeks to get the money. We won't know until the last week how much we will need.

- i. Barb: as soon as you know we will be willing to help

6. Menucha Trip
 - a. Krystal presented her slides from Menucha

Action Items:

1. Approve Agenda
 - a. Caleb moves to add Bylaws to Discussion items, Brandon seconds. **Passes 8-0-1**
 - b. Brandon moves to approve the agenda; Abby seconds. **Passes 8-0-1**
2. Approve Previous Meeting Minutes
3. Google Hangout vs. FB Messenger vs. Discord
*Student officers discussed the pros and cons of the different platforms and learned how to use Discord.
 - a. Waldo moves to table this until next week; Justen seconds. **Passes 8-0-1**
4. Food/ Snacks - SLC Office
 - a. Having a consistent supply of snacks in the SLC office.
 - i. Brandon suggests \$50 for the rest of the term as a trial.
*Student officers offered their opinions about snacks in the SLC office
 1. Brandon moves to approve **\$50**; Waldo seconds. **Passes 8-0-1**
5. Waldo moves to make **Friday, 7:30-7:00 & Saturday, 11:00-6:00** the official Study Jam times; Brandon seconds. **Passes 9-0-1**

Discussion Items:

1. Vote OR Vote Campaign
 - a. No phonebanking tonight. Will be tomorrow from 4-7, please sign up. Monday the 5th is the last day of phonebanking.
2. Trip to the Capitol
 - a. Barb: Jon McArdle asked how many were already signed up, only two so far. He wants 8. We leave at 1:30 and get back here by 5:00. This is about keeping tuition costs down, so this trip is important for us to learn how to talk to our legislatures. You'll get a tour and meet one of your state legislatures. I will also put out an invitation on LBLive. We're taking a van.
 - i. Shelby: 8 people are actually signed up so far
3. Upcoming Events
 - a. Study Jam
 - i. Shelby: Chareane was concerned because she hadn't heard from us about what we wanted to do for our hours. She talked about how in the past we have had a massage therapists come in. She also offered the idea about extending the hours through Sunday, or extending it way later on Friday and Saturday. If it's just a couple hours later, they will pay, but if it's longer we have to pay.

*Student officers discussed possibilities

1. Days/times decided: **Friday, 7:30-7:00 & Saturday, 11:00-6:00**

- b. Thanksgiving Drive
 - i. Brent created a sign-up sheet, it's on the team drive.

***Shelby urges us all to think about events for next term**

Reports:

1. J-Board Report
2. Legislative Report

Capitol trip is important!!!!

3. Financial Report
4. Council of Clubs Report

Council of Clubs hosted an Activity Day event on 10/31. 13 groups attended with the majority there for the whole time. Council of Clubs bylaws and other projects within Council of Clubs will be put on the forefront at the next meeting (11/14). Heather and Justen also have some problem solving to do pertaining to Courtyard Lunches, meeting spaces, and more.

5. Event Task Force Report

Brandon Whaley:

This week I worked with Chris to determine how much food we need to buy to last through winter break. We used my truck to go shopping for the Harvest Festival. I helped finalize the decorations for the Harvest Festival. I worked at the Harvest Festival all day at the LB campus. I also helped set up the Benton Center International Halloween Party. They needed help so I served food for the evening. That's everything I did this week for SLC.

Christopher Byers:

For my task report, this week Brandon and I and Barb went shopping for the Harvest Festival. We bought pumpkins and mini pumpkins. The lady at Davis Family Farm was very sweet and gave us a discount for the pumpkins. Waldo and I also went shopping together with Barb. Harvest Festival went great! Thanks everyone for helping out! I'm over here at the Benton Center right now and we are still setting up. It looks amazing over here!

6. Advisor Report

Announcements:

1. Board of Education Meeting: 6-8pm, Nov. 28th
2. College Council Meeting: 3-5pm, Nov. 1st
3. Vice Council: 3-4:30pm, Nov. 8th
4. Academic Affairs Council: 3-4:50pm, Nov. 20th
5. UCWLC Women's Leadership Conference: April 12th-13th
6. Oregon Students of Color Conference: Nov. 16th-18th
7. Navigating Differences: Dec. 4th and 6th
8. Day at the Capital: 12:30pm – 4:30pm, Nov. 14th
9. Phone Banking Dates: Oct. 23rd, 24th, and 25th (4-7pm)

Student Leadership Council**ASLBCC Weekly Member Task Reports:
October 31st, 2018****Shelby Pick: President, Executive Council Chair**

Hello!

Happy week Six!

OSA Monthly Meeting:

Board of Education Meeting:

College Council Meeting:

Vice Council:

Academic Affairs Council:

UCWLC Women's Leadership Conference: October 26th- 28th and April 12th- 13th

Oregon Students of Color Conference: November 16th -18th

DON'T FORGET TO:

- + Do your Hot Shot training
- + Get your food handlers card
- + Get your ID Card
- + Get your training for the SLC office, LBLB, and know where the cage is and how it works

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

I have been busy and trying to have one on one with everyone to see where everyone is at in this term. I have been asking about people doing their task report. I should be giving an email to everyone on team next week and what i have seeing around the office and what things to be accomplish and helping around. There is a lot of things that we still need to do. On last Tuesday, I was in the meeting with Shelby with the new members for Study Jam. This upcoming Tuesday, there will be a meeting and have task some done. I have done few hours of tabling with Yusslisa and Abby for the Guide Voter. I had a meeting with Bard and the Single spot to talk about LBLB on Friday morning. I helped with the Harvest Festival event as judge for costumes. I had J-Board. Kylie will be coming to the meeting this Wednesday meeting. I will give a report to Shelby about it.

--

Marta Nunez

Vice President

Student Leadership Council

Linn-Benton Community College

5415703057

Brandon Whaley: Co-Community Outreach Director, Co-Chair of Event Task Force

This week I worked with Chris to determine how much food we need to buy to last through winter break. We used my truck to go shopping for the Harvest Festival. I helped finalize the decorations for the Harvest Festival. I worked at the Harvest Festival all day at the LB campus. I also helped set up the Benton Center International Halloween Party. They needed help so I served food for the evening. That's everything I did this week for SLC.

Sincerely,

Brandon Whaley

Brandon Whaley
Community Outreach Director
Student Life and Leadership
LInn Benton Community College
INSERT CONTACT INFORMATION HERE

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

For my task report, this week Brandon and I and Barb went shopping for the Harvest Festival. We bought pumpkins and mini pumpkins. The lady at Davis Family Farm was very sweet and gave us a discount for the pumpkins. Waldo and I also went shopping together with Barb. Harvest Festival went great! Thanks everyone for helping out! I'm over here at the Benton Center right now and we are still setting up. It looks amazing over here!

Thank you

Sincerely,
Christopher Byers

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

Abigail Hardin: Legislative Affairs Director

This week we kicked off voter education, and I sent out the sign up sheet for class raps and phonebanking. The next phonebank days are Oct. 30 and Nov. 1 from 4-7 pm. I got to be Rocky at the volleyball game on Friday and Shelby and I made shirts to give away at the game. After the game I helped clean up the Benton Center Halloween party (which was a success!). I wasn't able to attend the Harvest Festival on Friday but I heard that it went well. I still need to write my letter to the governor but I will do that ASAP.

Thanks y'all!

Sincerely,
Abigail Hardin

Abigail Hardin
Legislative Affairs Director
Student Leadership Council
Linn-Benton Community College
Cell: (541) 659-0458

Caleb Hedin: Financial Director

Aloha,

The budget for SLC hasn't changed! Looks roughly around 16k, Barb and I have a meeting with Jess to make sure we didn't miss anything (also the 16 is not the actual amount we have in the account, but the amount that the team has to spend)
I'll be helping with Harvest Festival today, I hope to see everyone there!

First Co-Curricular Budget Committee meeting is next Tuesday, we will be setting the schedule/having an orientation meeting for new members

-- Thanks

Caleb Hedin
Student Life and Leadership Finance Director
Linn-Benton Community College
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Albany, OR 97321
slccommdir@linnbenton.edu
Office: (541)917 -4999 ext #4466
Cell: (541)619-5258

Jacob Senske- Communications Director

Thank you,
Jacob Senske

Jacob Senske
Communication Director

Student Leadership Council
Linn-Benton Community College
INSERT CONTACT INFORMATION HERE

Justen Noll: Student Clubs and Engagement Director

Hi everyone,

Currently in the last week of preparation for Council of Clubs' Activity Day. I'm aiming to get clubs/co-curriculars set for Harvest Festival and Activity Day today (10/24) so that both events have semi-ahead-of-time notice. I've been in constant contact with clubs as they finalize getting set up, plus Heather and I are problem-solving issues that are arising. I'm helping out with Harvest Festival from 1-4pm on Friday and helping out with the tail end of the Benton Center Halloween Party. There's more, but I'll wrap it up here.

Sincerely,
Justen Noll

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

Brent Cardenas: Volunteer Coordinator

Hi Everyone,

This week was a very busy one for me with school and SLC. As for SLC, I was finally able to consolidate and contact every email that I have access to. Please let me know if there are any other databases. I also started posting the volunteer interest form on LBLive. I have received 16 responses from students who have filled out the interest form which brings this terms database to 31 people. I plan to begin volunteer recruitment with this list for future events. I had 2 people show interest in the Harvest Festival and one person interest in the Thanksgiving Food Drive. On Tuesday I met with the head of the Outdoor Adventure Club to look at ways the club can volunteer in the community and around campus. We discussed some very exciting ideas and he will get back to me about what the club is planning. We talked about hosting a local park that SLC and the Outdoor Adventure club can "adopt". I am volunteering time for the Harvest Festival and for the Halloween party. If you have not already, please fill out the [volunteer interest form](#). Thank you.

Best,

Brent Cárdenas

Brent Cárdenas

Volunteer Coordinator

Student Leadership Council

Linn-Benton Community College

slcvolunteer@linnbenton.edu

Cell: 858-395-6887

Krystal Madrinan: Wellness Coordinator

Hey! Hope you're all doing well and healthy. I got back into the swing of things this week and was able to attend the meeting for active minds. I'm working on advertising for the room of requirement (mindfulness type room). I will also be volunteering a little bit for harvest festival - I still need to be careful with my broken back though. I sent out invite links to try out discord as our instant messaging system. Overall, I focused on brainstorming ideas and catching up with active minds to help them be more active on campus.

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 a busy week. I was not able to make it to the CoC meeting or the Exec meeting. I was not able to take minutes for either, but Justen recorded the CoC meeting so I will be transcribing the recording soon. I appreciate Shelby and Justen for taking minutes at the Exec meeting. I have been busy planning the Benton Center Halloween party. I will help with the Harvest Festival if I can, but most of my energy will be for the BC Halloween Party. I haven't

done anything for Vote OR Vote honestly, and I'm not sure if I will. I have too much other stuff to focus on this term.

Sincerely,
Waldo French

Waldo French
Executive Assistant
Student Leadership Council
Linn-Benton Community College
541-220-9203

Christina Fredrickson: Co-Executive Assistant

Hi everyone, hope you are remembering your self care as the term picks up speed. I was unable to attend the Executive meeting this week due to having an Accounting Technology Advisory Council meeting that same evening, but was present at the ETF meeting on Monday. I also helped out with the Harvest Festival, and had a great time. I also had my Hot Shot training and a delicious dirty chai, yum!

Sincerely,
Christina Fredrickson

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

Francesca Jacquez: Benton Center Coordinator

SLC,
I don't have a lot of new information since Wednesday. Today I was at the Harvest Festival helping with the pumpkin carving contest and clean-up. I think next event, if we have games we should label what the games are and rules/instructions. It was a fun and festive time! Tonight I will be at the International Party at the Benton Center. I hope to get a feel of what the student involvement is there!

Thank You,
Francesca Jacquez

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

Carina Lindsey: Lebanon Center Coordinator

Good morning, everyone!

This week I'm just finishing up my training and working on budgeting for Study Jam. Today I'm volunteering for Harvest Festival in the evening then getting some more budgeting done. I found a coffee maker for the Lebanon Center if we don't have one yet. I will check next week when Barb and I meet there. I think our first bi-weekly meeting went really well on Tuesday. We got a good idea of what we'll be working on until the event and how we'll be doing the shopping. I also attended my first Event Task Force Meeting and learned how to phonebank. Have a great weekend!

Sincerely,
Carina Lindsey

Alaizha Wills-Browne: Event Planner

Hey everyone!

On Tuesday, us new Event Planners and Coordinators had our first meeting together! It went great! We planned on how to make our budget what was needed and went over the SLC Program Planning Form and got some good ideas of what food to buy. We plan to have a budget by the 2nd or 3rd meeting I believe.

Thank You,
Alaizha Wills-Browne

Alaizha Wills-Browne
Event Planner
Student Leadership Council

Linn-Benton Community College
(804)937-7679

Andrew Middleton: Event Planner

Hello everyone,

I still am getting adjusted to being a part of the team, but have enjoyed my time so far. This week I worked on introducing new team communication methods like google hangouts. So far I beleive Google hangouts to be a better alternative to FB messenger due to the gmail integration. Also I've been speaking with chris on doing some team bonding/building exercises. Will mention those during monday's meeting.

Thank you,

Andrew Middleton

Guadalupe Ruiz: Event Planner

Happy friday!!,

Recently I have been communicating with members of the SLC. I have also been doing some office hours.

Sincerely,

Guadalupe Ruiz

Guadalupe Ruiz
Event planner
Student Leadership Council
Linn-Benton Community College
(541) 981-8776

Juan G Ortiz Cortez: Event Planner

This week we had our first meeting. It was yesterday at 5 pm,we talked about what food to serve for the study jam at the end of the term. We also talk about some of the things that we need to buy. We also are trying to figure out a day to go shopping to Costco because we need to buy all the snacks and maybe some pizza from there because it's way cheaper. Our second meeting is going to be next next tuesday. We also need to search three items from there as well as the prices.

Sincerely,

Juan Ortiz

Juan Ortiz
Event Planner
Student Leadership Council
Linn-Benton Community College
5419795084