2023 State Advisory Board Meeting

ALPHA GAMMA SIGMA, INC.

STATE ADVISORY BOARD MEETING AGENDA

October 7, 2023, from 10:00 a.m. to 2 p.m.

Online Virtual Meeting

REGISTER FOR ZOOM LINK:
<https://us06web.zoom.us/meeting/register/tZUqcuuvpjspEtOvcQKhDfySzo5TKxyKxxi9>

*Special Rules for the Order of Business:*

1. The agenda is fixed once a motion to accept, amend, add to, and/ or change an agenda

has passed.

2. All items listed as action items will begin with a motion.

3. All items listed as non-action contain information only. No action will be taken on

these items. Future agenda issues may surface from these items and, if they do, they

should be noted for future agendas.

4. Unfinished business and new business will be handled first after the meeting is called

to order, the minutes have been approved, and the agenda is set.

5. Debate on all action items on the agenda will follow an alternate pattern of “one

member speaking for” and then “one member speaking against” the issue so as to

facilitate the discussion, eliminate repetition of ideas, and air both sides; once one side

of the debate no longer has a member speaking either pro or con, the debate will end,

and the question will be called to a vote.

6. The debate on a particular action item should not exceed ten minutes unless the body

wishes to extend the time allotted for discussion.

7. All reports should contain non-action items only.

8. Anything embedded in a report that is significant and merits discussion as an action

item should be identified as such when the agenda is being set at the beginning of the

meeting or should be held over as a future agenda item.

**I. Call to Order and President’s Opening Remarks:** Ashley McHale called the meeting to order at 10:16 a.m. and welcomed everyone to our Zoom meeting.

**II. Self-Introductions**: (~1 minute each Chapter): Advisors introduced themselves at our Zoom Meeting.

**III. Explanation of the Sign-In Process:** Secretary Terry Green said he would write down the names that he saw on the Zoom screen. He said he would have Ashley send him her registration list to double check himself.

**ATTENDANCE:**

**ANTELOPE VALLEY COLLEGE: Matthew Jaffe**

**CERRITOS COLLEGE: Jerry Ramos**

**CHABOT COLLEGE:Lisa Carlson**

**CITRUS COLLEGE: Art Corral, Denise Kaisler, Raquel Guttierez**

**CITY COLLEGE OF SAN FRANCISCO: Joe Reyes**

**CLOVIS COMMUNITY COLLEGE: Geraldy Martin Gutierrez Eisman**

**COLLEGE OF MARIN: Andrea Wang**

**CUESTA COLLEGE: Chris Gilbert**

**DIABLO VALLEY COLLEGE: Chris Capozzo**

**EAST LOS ANGELES COLLEGE: Diane Mannone**

**EL CAMINO COLLEGE: Joshua Casper**

**FULLERTON COLLEGE: Nick Arman, Marwin Luminarias**

**GLENDALE COMMUNITY COLLEGE: Isaac Pedraza**

**GOLDENWEST COLLEGE: Valerie Venegas**

**LAS POSITAS COLLEGE: Ashley McHale, David Powers**

**LOS ANGELES HARBOR COLLEGE: Alex Dejean**

**LOS ANGELES MISSION COLLEGE: Mark Pursley**

**LOS ANGELES PIERCE COLLEGE: Kaycea Campbell, Lisa Valdez**

**MOUNT SAN ANTONIO COLLEGE: Regina Martinez**

**ORANGE COAST COLLEGE: Teresa Scarbrough**

**RIO HONDO COLLEGE: David Tieu**

**SANTA ANA COLLEGE: Nick Enke**

**SANTA MONICA COLLEGE: Terry Green, John Quevedo**

**IV. Explanation of the Special Rules:** Chris Gilbert read the rules listed above and went over the following: Action items needed to begin with a motion, and someone needed to second any motion even if he or she did not agree with the motion. If there was no debate and there were no objections to the motion, the motion carries. Each chapter at the meeting only had one vote even if they had more than one advisor from his or her chapter at the meeting.

**V. Additions/Deletions to the Agenda:** The item IX. E. Student Trustees – Contingencies for resignation midterm and Item IX. F. Creation of a New Scholarship to honor Terry Green were both added to the agenda.

**VI. Approval of the Agenda:** The agenda was approved with the two additions above.

**VII. Corrections to and Approval of the Minutes from Spring Advisory Board Meeting**

**on April 29, 2023:** The minutes from our last meeting were approved.

**VIII. Corrections and Updates to the Advisory Board Directory:** Advisory Board DirectorAndrew Kindon was not here today. However, it was mentioned that advisors could go to a link on our website to update the data from his or her chapter themselves. To get into the area of the website that was for advisors only, to do the update, one needed to know the password, AGSHonor1926!

**IX. Unfinished Business:** (Discussion and Action Items) We discussed the updating of the Advisors Handbook. Joe Reyes said he would put together a meeting of the Advisory Handbook committee (John, Quevedo, Chris Gilbert, Isaac Pedroza, and himself) to work on improvements that needed to be made.

It was mentioned that we needed to generate interest in students becoming a student trustee at our regional conferences so we would have students ready to run at the spring convention. (We recently changed to have students elected at our annual state convention rather than at our Regional Conferences.) We hoped to have language in the Handbook to promote quality students to run for the student trustee positions.

**X. New Business:** (Discussion and Action Items)

1. **Host Chapter for Spring 2024 Convention in Sacramento:** The host chapter will be City College of San Francisco even though it will be in held at the Sacramento DoubleTree.
2. **Nominations for SAB Vice-President-Elect:** Joe Reyes volunteered to be the Vice-President Elect and will be our President again for the second time during the 2025-2026 school year. Chris Capozzo said that he had the AGS gavel, and he would get it to Ashley, our current president, so she can have it for a few months before she passes it on to the next president at our convention in Sacramento.
3. **Initial Membership Requirements:** We discussed alternatives to our initial membership requirements to help students who take a reduced load be able to join. Raquel Gutierrez suggested that we needed to make changes to allow non-traditional students who take one class a semester while working full-time and/or raising families to take part in AGS sooner. If we were to revise our initial membership requirements, we would need to make changes in our by-laws with the goal of making our organization more equitable for non-traditional students. A committee of Raquel Gutierrez, Chris Gilbert, Marwin Luminarias, Jerry Ramos, and Art Corral will meet to discuss making a motion at the spring convention to change the initial membership requirements. If that motion were to pass, then the whole organization would vote by email to ratify the by-laws change.

1. **Permanent Membership Requirements:** We discussed the permanent membership requirements. Raquel Gutierrez brought up the point that some students may not have 60 units when they are ready to transfer because they have completed AP courses in high school. She asked how we could help these students in terms of permanent membership. To help these students who complete AP courses would require by-laws changes. It was suggested that we needed specific language how the AP units would be converted to community college units as a part of the calculation for permanent membership. The committee (see above) looking into changing the initial membership requirements offered to also consider our permanent membership requirements and develop a motion if it was decided that by-laws needed to be changed in this area as well.
2. **Student Trustees – Contingencies for resignation mid-term**: Valerie Venegas told us that we were able to get student trustees from both the north and the south but the Student Trustee from the South resigned leaving that position open. She suggested that we needed to add a standing rule to determine how to replace a student trustee when they resign. Kaycea Campbell thought that if we decided what to do now on a temporary basis, an election could be held at the Southern Regional Conference to replace the student who had resigned, and the standing rule could be added later. **MOTION #1) Terry Green moved to have the students select an interim student trustee at the Southern Regional Conference for the remainder of the 2023-2024 term. Valerie Venegas and Joe Reyes seconded the motion. (MOTION #1 CARRIED.)** Chris Gilbert offered to bring the exact language for a motion to the spring convention and develop a standing rule as to what to do when we have a student trustee resignation. Kaycea and Valerie would work together to have an interim trustee election at the Southern Regional Conference coming up in three weeks at Pierce College on October 28th. John Quevedo suggested that we select an alternate trustee at the conference to have a back-up in case there were to be another resignation.
3. **Creation of new Scholarship to honor Terry Green:**  **MOTION #2) John Quevedo moved that the SAB and BOT ask the state scholarship committee to vote on establishing a state AGS scholarship in the name of Terry Green by no later than the end of 2024.** **Chris Capozzo and Jerry Ramos seconded the motion.** **(MOTION #2 CARRIED.)**

**XI. Calendar Update:**

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| Event  | Date | College |
| 2023 FAM  | October 7, 2023 | Host: SAB President (North) |
| 2023 Northern Regional Conference | In-person only at Merced College October 28, 2023 | Host: Merced CollegeRegistration: Diablo Valley College |
| 2023 Southern RegionalConference | In-person at LA Pierce College October 28, 2023 | Host: Pierce CollegeRegistration: Pierce College |
| 2024 Spring Convention (North) | April 19-21, 2024 | Host: City College of San FranciscoRegistration: Chabot |
| 2024 FAM  | October 5, 2024 | Host: SAB President |
| 2024 Northern Regional Conference | TBA | Host: City College of San Francisco |
| 2024 Southern Regional Conference | TBA | Host: Glendale College |
| 2025 Spring Convention (South)  | April 25-27, 2025 | Host: LA Harbor CollegeRegistration: Glendale College |
| 2025 FAM  | October 4, 2025 | Host: SAB President (North) |
| 2025 Northern Regional Conference | TBA | Host: |
| 2025 Southern Regional Conference | TBA | Host: |
| 2026 Spring Convention (North/South) 100th Anniversary Celebration Planning Committee | April 17-19, 2026 | Host: Fullerton College on their campus |
| 2026 FAM  | October 3, 2026 | Host: SAB President (South) |

**XII. Reports:**

**A. Board of Trustees Report:** Valerie Venegas was having transmission problems at this point in the meeting and was unavailable to give her report.

**B. SAB President Report:** No report.

**C. SAB President-Elect Report:** Marwin Luminarias told us that he would lead an informal meeting for new and veteran advisors at the Southern Regional Conference at Pierce College on October 28th.

**D. SAB Vice-President Elect Report:** No report.

**E. Secretary Report:** Terry Green thanked people for their kind words during the discussion of having a scholarship in his name.

**F. Treasurer Report:** Kaycea Campbell showed her Financial Snapshot for AGS Report on the screen, and it will be included with these minutes. The first page had a chart showing how much had been collected in annual dues in the past 8 years. We only had $1,076 submitted which is far less than what we were getting back in the period between 2015 to 2018 prior to Covid.

On the second page she noted that a dedicated membership workgroup of advisors has had some real success in reaching out to chapters and having them return to AGS. They included Los Angeles Harbor, East Los Angeles, College of the Sequoias and Barstow College, which was very positive. Our bank balance at Wells Fargo is $28,238.89 was in a business account. Stifel currently held an $80,000 certificate of deposit which was projected to yield an interest of approximately $3,760, with a maturity date scheduled for February 22, 2024. Additionally, we had an investment in a Fidelity Treasury money market account, yielding 4%, where the $664 interest from the preceding certificate of deposit has been allocated. Given the volatile nature of the stock market, it was anticipated that all scholarship funds would be disbursed from the operating account so that we would not withdraw any funds from our endowment accounts.

On the third page she had information about our Scholarship Assessment in a chart. Whereas we took in $32,716 in 2015-2016, we have seen a major decline of money coming into our coffers for scholarships. We only brought in $13,757 in 2022-2023 and a major drop from $18,106 in 2021-2022. In the fiscal year 2022-2023, the AGS Board of Trustees had to supplement scholarships by $35,000, utilizing withdrawals from the endowment funds to offset the diminished contributions. With the absence of substantial profits from large convention attendance, resorting to the endowment accounts may again be necessary to augment scholarship payments for at our convention next spring.

On the fifth page she thanked the chapters who made contributions last year to different individual scholarships including the Bell, Coffey, Jackson, Montovani, Taylor and Walsh Awards. She had a list of the chapters that made donations and expressed gratitude for the generosity they displayed.

On the sixth page she had information about our jewelry account that has a balance of $5,738. Recently the fund had seen activity due to acquiring new badges, a necessary replacement to maintain adequate stock levels.

On the seventh page she explained our In-Person Convention next year in Sacramento. (Note: This will be our first in-person convention since 2019.) According to her, the 2024 convention was crucial for the financial stability of AGS. Given the significance of this event, she strongly urged all chapters to begin their campus funding processes immediately so many students would be able to attend. The location will be the DoubleTree Sacramento from April 19th to the 21st, 2024. The rates were listed in a chart on the bottom page and the cheapest rate was to put four students in a two-bed hotel room at a cost of $285 for the weekend.

On the eighth page she had an explanation about how we have large deposits with the DoubleTree Sacramento for 2024 and DoubleTree Ontario for 2025. These conventions will be held in person due to contractual obligations. Looking forward to 2026 she mentioned that we would have a different arrangement with students at hotels and the convention on the Fullerton campus. At this point she was looking into possibly securing only an AGS room block hold with the DoubleTree Fullerton for 2026 but would not be able to negotiate with this hotel until 2025. As our treasurer, she was already trying to assist chapters in securing better rates and blocks of rooms for our Centennial hosted at Fullerton College in 2026.

On the ninth page she expressed her hope to find someone who is interested in understanding our finances better and who possibly envisioned himself or herself in the role of the AGS Treasurer after her. She is willing to train the person to have the necessary skills needed to replace her.

**There was a motion to recess the meeting for lunch which passed. Ashley announced that the morning attendance on Page #2 listed above would cover the afternoon attendance if anyone had responsibilities in the afternoon and could not return for the second part of the meeting. We returned after lunch to complete the agenda.**

**G. Vice-Treasurer Report:** No report.

**H. Chair of Scholarships Report:** Ashley McHale thanked the scholarship readers who helped decide the scholarship recipients at our spring convention. The readers included Kathryn Voltmer, Joe Reyes, Jennifer McBride, Jacki Alvarez, Valerie Venegas, Michael Levine, Matthew Jaffe, and Alannah Rosenberg. Ashley asked for readers for next year and the following advisors said yes: Isaac Pedraza, Joe Reyes, Matthew Jaffe, Diane Mannone, John Quevedo, Regina Martinez, Jerry Ramos, and David Tieu. She also told us there would be a separate Scholarship Committee consisting of herself, Jennifer McBride, David Powers, Matthew Jaffe, and Joe Reyes that would consider new scholarships honoring advisers in our organization.

**I. Vice-Chair of Scholarships and Awards:** David Powers told us that no advisors were nominated for the Outstanding Advisor Award. He said that we hoped to do better next year at getting students to nominate their advisors. John Quevedo suggested that we needed improvements in our nominating system to eliminate the advisors from the selection process. The vice-chair could connect with the club presidents with the nomination form. Then that club presidents could discuss who to nominate with their respective chapters and send their choice back to the vice-chair.

**J. Secretary of Extension and Eligibility Report:** Marwin Luminarias had to leave but he listed the chapters in good standing in the Zoom chat.

**K. Secretary of Intercollegiate Relations Report:** No report.

**L. Advisory Board Directory Editor Report:** No report.

**M. Website Committee Chair Report:** Sara Kelley was not at the meeting, but we were told she would do any requested website updates this weekend.

**N. Parliamentarian Report:** No report.

**O. Publicity Chair Report:** No report.

**P. Secretary of Standing Rules Report:** No report.

**Q. Historian/Keeper of Records Report:** No report.

**R. Student Trustee Reports North and South:** No report.

**XIII. Discussion:** **(Non-Action Items):**

1. **Electronic payments chapters use on their campuses:** Raquel Gutierrez wanted to find out if other chapters were able to use electronic payments. The College of Marin uses Stripe for credit card payments. Cerritos College and Santa Ana College uses Square. Glendale College and Santa Monica College have used PayPal. Santa Monica only used PayPal during Covid as their Auxiliary Services Office has since asked their chapter to close the account and deposit their money into their school special account. Some chapters were not allowed to make electronic payments at all by their business offices at their schools. It was agreed that business offices were way behind in terms of their use of technology. It was speculated that might be because offices thought that money might be misused using technology. Marwin indicated that we might be able to set up electronic payments as an organization so that all chapters would be able to make electronic payments. Terry asked Marwin to bring this topic up again at our spring convention next year.
2. **Alternative for the Saturday dance party at the 2024 annual convention:** Lisa Carlsen brought up the topic of the Saturday night dance party at our upcoming convention. It is up to the host chapter to decide but advisors listed a few reasons why we should do something different. 1) We would save money as we would not need a disc jockey. 2) We would not have the problem of people from the hotel crashing the dance. 3) We would not have the problem with sexual harassment that has happened at previous dances. 4) We would not have the problem with the dancing style of some of our students, which can be quite out of control. 5) We would not need chaperones. Joe Reyes, host advisor at the upcoming convention, said his chapter had not put a lot of thought into what would happen Saturday night after the banquet and awards ceremony and was up for any suggestions to do something different than the dance. One idea was to have a trivia night with prizes with all the students and advisors participating. It was agreed that we needed to have a social event that would get everyone involved and be fun for all.

**XIV. Adjournment:** Ashley adjourned the meeting at 1:47 p.m.