



MINUTES - CHAFFEY COLLEGE STUDENT GOVERNMENT (CCSG)

EXECUTIVE BOARD MEETING

Friday, April 14, 2023 | 11:00am – 1:00pm

Rancho Campus - MACC-210 (CCSG Office)

1. CALL TO ORDER

- **MEETING DATE, TIME & LOCATION:** Friday, April 14, 2023 at 11:10am on Rancho Campus – MACC-210.
 - This meeting was presided over by CCSG President/Student Trustee, Rousselle Douge with Director Newman as secretary.

2. ATTENDEES

MEMBERS IN ATTENDANCE:

- **CHAIR: President/Student Trustee:** Rousselle Douge
- **Director of Engagement:** Tamia Newman
- **Director of Finance:** Nicola Martinez
- **Faculty Advisor:** Charles Williams
- **Dean of Student Affairs:** Chris Brunelle

MEMBERS ABSENT:

- **Vice President of Administration:** Delancy Christion
- **Director of Outreach:** Qianya Sun

3. APPROVAL OF PREVIOUS MINUTES

- *Item was tabled.*

4. APPROVAL OF AGENDA

- *Motion to approve the agenda for the 4/14/2023 meeting, moved by Dir. Martinez, the motion was seconded and carried.*

5. PUBLIC COMMENTS*

- No public comments.

6. GUEST SPEAKER(S)

- No guest speaker(s).

7. EXECUTIVE/CCSG COMMITTEE REPORTS

- President Douge gave report.

8. SHARED GOVERNANCE COMMITTEE REPORTS

- No reports.

9. UNFINISHED BUSINESS

- Pizza with the Presidents Update** - President Douge updated the E Board on the details of this event. Dir. Sun will be the event MC and it may be livestreamed via the CCSG Instagram account.
- CCSG Set Up for Success Resource Fair Update** – Dir. Newman and Dir. Sun will update the E-Board on the details of this event; action may be taken.
 - *Motion to have this event on May 2nd from 12:30-2:00pm: Moved by Director Newman, the motion was seconded and carried with [2] in favor and [0] against by roll call vote.*
- CCSG End-of-the-Year Ceremony Update** – Dir. Newman & Dir. Sun will update the E-Board on the details of the CCSG End-of-the-Year Ceremony; action may be taken.
 - *Motion to have this event at the Chino Community Center on May 24 from 5:00-6:00pm: Moved by Director Newman, the motion was seconded and carried with [2] in favor and [0] against by roll call vote.*
- CCSG Canvas Course Shell** – President Douge lead a discussion regarding the Canvas Course Shell. Dir. Sun created a template that will be shared with all E-Board members prior to next meeting.
- CCSG Videos** – Item was postponed.
- ASACC & SSSCC Conference Debriefing** – Item was postponed.
- O & E Committee Bylaw Amendment** – Item was postponed.
- Outreach Social Media Employee** – Dir. Newman will discuss the possibility of hiring an employee to focus on posting to CCSG social media. Action may be taken.
 - *Motion to have that CCSG social media responsibilities be shared with the CCSG Program Assistant/Coordinator position: Moved by Director Newman, the motion was seconded and carried with [2] in favor and [0] against by roll call vote.*

10. NEW BUSINESS

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- a. **Club Funding Request – Club/Event – Chaffey College Speech and Debate Club / PSCFA Cool-Off Tournament**
 - Dean Brunelle read the funding request information submitted by the Chaffey College Speech and Debate Club. The E-Board evaluated the funding request and it was approved for vote. Funding Requested – \$1,000.00
- b. **Club Funding Request – Club/Event – Culinary Arts and Hospitality Club / Cars of the Campus - Bake Sale**
 - Dean Brunelle read the funding request information submitted by the Culinary Arts and Hospitality Club. The E-Board evaluated the funding request and it was approved for vote. Funding Requested – \$200.00

11. INTRODUCTION OF BILLS

- a. **Bill # 4.2023.11 – \$120.00** – To pay for per diem for CCCSAA Professional Development Conference 2023.
- b. **Bill # 4.2023.12 – \$1,340.00** – To pay for CCSG advisors to complete several online parliamentary procedure training courses for the objective of being able to better train and serve CCSG members.

12. BILLS FOR VOTE

- a. **Bill # 4.2023.1 – \$100.00** – To pay for (4) \$25 gift cards for Amazon.com for an opportunity drawing for participants of the Disability Transportation survey from the Disability Transportation ad hoc committee.
- b. **Bill # 4.2023.2 – \$17,000.00** – To pay for a summer training program for up to 25 students and 2 staff, currently scheduled for July 28-30. The expenditures are intended to address lodging, food, and teambuilding activities for the incoming CCSG members and staff. The desired venue is Pali Retreat located in Running Springs, yet this location is subject to their availability.
- c. **Bill # 4.2023.3 – \$2,500.00** – To pay for transportation to and from the summer training program.
- d. **Bill # 4.2023.4 – \$1,000.00** – To pay for custom graduation sashes for graduating CCSG members.
- e. **Bill # 4.2023.5 – \$450.00** – To pay for registration for CCCSAA Professional Development Conference 2023.
- f. **Bill # 4.2023.6 – \$500.00** – To pay for lodging for CCCSAA Professional Development Conference 2023.
- g. **Bill # 4.2023.7 – \$500.00** – To pay for airfare for CCCSAA Professional Development Conference 2023.
- h. **Bill # 4.2023.8 – \$150.00** – To pay for ground fare for CCCSAA Professional Development Conference 2023.
- i. **Bill # 4.2023.9 – \$1,400.00** – To pay for food, beverages, supplies, and giveaways for Pizza with the Presidents event.
- j. **Bill # 4.2023.10 – \$3,000.00** – To pay for food, beverages, supplies, and giveaways for CCSG End-of-the-Year event.
 - **Motion to approve bills 4.2023.1 – 4.2023.10: Moved by Dir. Martinez, the motion was seconded and carried with [2] in favor and [0] against by consent agenda.**
- k. **Bill # 4.2023.15 – (Pending club funding request is approved) – \$1,000.00** – Club transfer for the Chaffey College Speech and Debate Club.
- l. **Bill # 4.2023.16 – (Pending club funding request is approved) – \$200.00** – Club transfer for the Culinary Arts and Hospitality Club.
 - **Motion to approve bills 4.2023.15 & 4.2023.16: Moved by Dir. Martinez, the motion was seconded and carried with [2] in favor and [0] against by consent agenda.**
- m. **Bill # 4.2023.17 – (This is an amendment to bill # 1.2023.3) – \$2,234.14** – To pay for the \$2,234.14 difference for the hotel rooms for the 2023 ASACC Conference for advisor and students (8).
- n. **Bill # 4.2023.18 – (This is an amendment to bill # 1.2023.7) – \$1,977.96** – To pay for the \$1,977.96 difference for the hotel rooms for the 2023 SSCCC Conference for advisors (2) and students (12).
 - **Motion to approve bills 4.2023.17 & 4.2023.18: Moved by Dir. Newman, the motion was seconded and carried with [2] in favor and [0] against by consent agenda.**

13. ANNOUNCEMENTS

- a. The next E-Board meeting will be Friday, March 10, 2023 from 11:00am to 1:00pm.

14. ADJOURNMENT

- **Motion to adjourn the meeting was made by President Douge at 12:39pm.**