



**ALPHA GAMMA SIGMA, INC.**  
**FALL ADVISOR MEETING**  
**October 3<sup>rd</sup>, 2015**  
**Citrus College**

*Standing 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. Old 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:** Erik Fritz called the meeting to order at 9:05 AM. He thanked Citrus College for hosting this year’s Fall State Advisory Board Meeting.
- II. Self-Introductions:** The advisors at the meeting introduced themselves and told the group the number of years of service to the organization. Terry Green and Steven Wallech tied for the most years of service at twenty-eight.
- III. Explanation of the Sign-In Process:** Terry Green explained how to sign the attendance form for the meeting. He thanked the advisors for the MacBook Air that was recently purchased for his use and future secretaries because AGS had provided the funding in a motion at a previous meeting. He especially thanked Jacqueline Faris and her husband, for helping him in the selection of the computer. He also mentioned that he had brought a bag of brochures that chapters could take to publicize AGS on their campus. Speaking to the issue of publicity, Jacqueline asked that our website could be put up on a screen so more advisors could become more familiar with it. She mentioned that some of the information

on the site was not up-to-date and that she would ask Rowena Mendoza to edit and update the site on a more regular basis.

**FALL ADVISORY BOARD ATTENDANCE: 10/3/15**

ANTELOPE VALLEY COLLEGE: Matthew Jaffe  
BARSTOW COMMUNITY COLLEGE: Eduardo Vasquez  
CERRITOS COLLEGE: Jerry Ramos  
CITRUS COLLEGE: Raquel Gutierrez, Andrea Mullin  
CITY COLLEGE OF SAN FRANCISCO: Frederick Teti, Christopher Kox  
CLOVIS COMMUNITY COLLEGE: Erik Fritz  
DIABLO VALLEY COLLEGE: Ian Thomas-Bignami, Chris Capozzo  
FRESNO CITY COLLEGE: Linda Vang (Terry Green served as her proxy)  
GLENDALE COMMUNITY COLLEGE: Molly Mercer,  
Carolina Yernazian-Banaap  
GOLDEN WEST COLLEGE: Valerie Venegas  
LONG BEACH CITY COLLEGE LAC: Gilbert Estrada, Steven Wallech  
LOS ANGELES HARBOR COLLEGE: Shazia Khan  
LOS ANGELES PIERCE COLLEGE: Kaycea Campbell  
MODESTO JUNIOR COLLEGE: Jacqueline Faris  
ORANGE COAST COLLEGE: Teresa Scarbrough, Timothy Smith  
RIO HONDO COLLEGE: Irene Truong  
RIVERSIDE CITY COLLEGE: Joyce Beck  
SAN BERNARDINO VALLEY COLLEGE: Melissa King  
SANTA MONICA COLLEGE: Terry Green  
SANTA ANA COLLEGE: Cristina Acevedo, Michelle Lemoi, Kathleen Patterson  
SOLANO COMMUNITY COLLEGE: Genele Rhoads  
WEST LOS ANGELES COLLEGE: Thomas Harjuno

- IV. Explanation of the Standing Rules:** Steven Wallech explained the Standing Rules for the Order of Business listed on page 1. He mentioned that this would be his last meeting as parliamentarian as he is retiring from Long Beach College (LAC) this year. The State Advisory Board will really miss him because he has done an outstanding job as our Parliamentarian and also as the Treasurer of the Board of Trustees.
- V. Additions/Deletions to the Agenda:** The only addition was under X. New Business. Item k was added: The distinguished service nominee for 2017.
- VI. Approval of the Agenda:** The addition was approved with the addition to “X. New Business” listed above.
- VII. Corrections to and Approval of the Minutes:** The minutes were approved with one correction. Melissa King should have been listed as the advisor from San Bernardino Valley College, not Joe Notaranagelo. Terry Green stated he would make the correction.

**VIII. Corrections and Updates to the State Advisory Board Directory:** New advisors were asked to fill out a form so that their information could be included in the State Advisory Board Directory. They were also told they could go online and fill out the form. Advisors in their second year or more were asked to check their information in the directory being passed around to make sure that it is current.

**IX. Old Business:** None

**X. New Business:**

**A. Financial Review Committee Findings:** Kaycea Campbell, chairperson of the Financial Review Committee checked the accounting of our State Treasurer, Jacqueline Faris, and found that it was extraordinarily accurate. Jacqueline's computerized records matched the bank records beautifully. Jacqueline's work as treasurer has been exceptional and has brought much needed financial transparency to our organization.

**B. Budget Issues:** Jacqueline Faris explained our relationship with the DoubleTree Hotel during the next six years. She told us she had signed a contract with the DoubleTree in Ontario for the years 2017, 2019, and 2021. The room costs have gone up significantly. Room costs for four students have gone from \$195 to \$225 and the price for individual students from \$90 to \$120, both sizeable jumps. The prices she negotiated in recent times were during the difficult years of the recession and she was getting better rates then. Now that our economy is doing better, the DoubleTree chain can charge higher rates and they are. We are booked to continue to go to the DoubleTree in San Jose and have per person fees of \$100 in 2016 and \$108 in 2018 and she told us that we would pay a \$14,000 fee if we were to back out of those years. In 2020 the price per person is going to jump to \$200 and is way too expensive for us to continue to stay there. She suggested that we move to the DoubleTree in Sacramento in 2020 where it would be \$100 per person and we could keep the prices for the student for rooms at more reasonable rates. There was an informal poll about where we should move to in the North in 2020 and Sacramento beat Fresno 15 to 2. After the poll, she said she would explore our going to the DoubleTree in Sacramento in 2020. After 2021, she felt we would probably have to consider going elsewhere than the DoubleTree, because the prices during the next decade will most likely be too expensive for us.

**C. Scholarship Funding:** Jacqueline Faris passed out a written report about the scholarship money already collected to be given out at the upcoming convention in 2016. So far the income has been \$30,207.00 getting us closer to being able to give out approximately \$40,000, the amount we have been giving out in scholarships during the last few spring conventions.

Here is her report:

**Scholarship Money April 2016**

6/1/2015 through 5/31/2016 (Cash Basis)

Income:	\$30,207.00
Donation:	\$30,207.00
Bell Contributions:	\$175.00
Coffey Donations:	\$175.00
General Scholarship Donation:	\$885.00
Jackson Contributions:	\$175.00
Loly Donation:	\$28,147.00
Mantovani Donation:	\$475.00
Walsh Donation:	\$175.00
OVERALL TOTAL:	\$30,207.00

**D. Exemption Requests:**

**1. Barstow College: MOTION #1)** Jacqueline Faris moved that Barstow's attendance at the 2015 Spring Convention be counted even though they did not attend the State Advisory Board Meeting. Chris Capozzo seconded the motion. **(MOTION #1 CARRIED.)**

**E. Conference and Convention Code of Conduct:** It was agreed that there should be a committee to develop a concise code of conduct for both conferences and conventions. This code hopefully would be included in the next student advisor agreement for the 2016 Spring Convention. To make this happen, a committee was formed to write the code of conduct. The following four advisors volunteered for the committee: Valerie Venegas, Shazia Khan, Matthew Jaffe and Terry Green. After the code is developed by the above committee members, it will be emailed to all advisors for corrections and suggestions. The code will then be edited a final time, and if there are no strong objections, will then become a part of the student advisor agreement for the 2016 Spring Convention.

**F. Spring Convention Dance, music selection:** There was some criticism of this year's dance after the banquet. It was stated that the content of the music selected by DJ Alex was too sexual, that it contained bad language, and that the students were dancing too provocatively. As DJ Alex is the brother of Brian Rodas, another advisor from Santa Monica College, Terry Green, agreed to talk to both Brian and Alex to fix any problems related to the dance so they would not be repeated in 2017 at Ontario. Terry also agreed to talk to Alex about Alex talking with the DJ in San Jose in 2016 so that we would not have the problems we had at this year's dance.

**G. Denying access to and removing students from state functions: MOTION #2)** Jacqueline Faris moved that we have the following new standing rule:

## **ATTENDANCE AT CONFERENCES AND CONVENTIONS**

### **Denying Attendance to Students at State Functions, e.g. Regional**

Conferences, State Conventions and Fall Advisor Meetings. Students must be in good standing with their college and with their college AGS chapter. This means that students who are currently undergoing any disciplinary measure by their college are not allowed at state functions until the issue is resolved. Disciplinary measures include but are not limited to: behavior intervention reports against them, campus security reports filed against them, police reports filed against them, under suspension, or under limited campus access.

### **Removal of a Student from a State Function e.g. Regional Conferences, State Conventions and Fall Advisor Meetings**

Any student who

1. Is under the influence of drugs or alcohol
2. Is disorderly
3. Fails to respect the authority of any AGS advisor
4. Imperils the safety of others
5. Initiates contact of a sexual nature
6. Uses sexually harassing behavior in any way
7. Fails to exemplify the qualities upon which AGS was founded, namely honor, wisdom, knowledge, and excellence.

Shall be immediately removed from the State Function. The decision to remove the student will be made by the executive board in attendance at the state function. The student will be ineligible for Permanent Membership and ineligible to receive an AGS Scholarship. The student will not be recognized at the Scholarship Recognition Ceremony. The student's scholarship check will be returned to the Treasurer if one was awarded. If the chapter advisor cannot remove the student or get a colleague or family member of the student to remove the student, the entire chapter will have to leave.

Valerie Venegas seconded the motion. After much discussion and a few amendments, the motion read as follows:

## **ATTENDANCE AT CONFERENCES AND CONVENTIONS**

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Removal of a Student from a State Function e.g. Regional Conferences, State Conventions and Fall Advisor Meetings

Any student who

1. Is under the influence of drugs or alcohol
2. Is disorderly
3. Fails to respect the authority of any AGS advisor
4. Imperils the safety of others
5. Uses sexually harassing behavior in any way

May be removed from the State Function at the discretion of the executive board in attendance at the State Function. If the student is removed, the student will be ineligible for Permanent Membership and ineligible to receive an AGS Scholarship. The student will not be recognized at the Scholarship Recognition Ceremony. The student's scholarship check will be returned to the Treasurer if one was awarded. If the chapter advisor cannot remove the student or get a colleague or family member of the student to remove the student, the entire chapter will have to leave.

**(MOTION #2, AS AMENDED ABOVE, CARRIED.)**

**H. Advisor Qualifications: MOTION #3)** Jacqueline Faris moved to remove our following three rules about advisor qualifications:

1. StdR: Each chapter must have at least one advisor who is certificated. (MSC, September 22, 1994, Item 6)
2. EstP: A classified employee can be an AGS advisor; the Education Code does not preclude that fact as long as there is at least one certificated faculty advisor. (From discussion, April 19-20, 1991, minutes, page 5)
3. StdR: Each chapter must have at least one full-time faculty member or administrator as an advisor. (MSC, October 3, 2009, Item X.C., Motion #7)

Terry Green seconded the motion. **(MOTION #3 CARRIED.)**

**MOTION #4)** Jacqueline Faris moved the following about advisor qualifications: StdR

1: Each chapter must have at least one advisor who is a full-time faculty member, or part-time faculty member, or administrator, or classified staff. No chapter may have a student worker as an advisor. Exceptions may be granted by a two-thirds majority vote of the State Advisory Board. Terry Green seconded the motion.

**(MOTION #4 CARRIED.)**

**MOTION #5)** Jacqueline Faris also moved the following about advisor qualifications:

2.StdR: Removal or suspension of an advisor:

Basis of removal or suspension: An advisor may be removed or suspended by the state advisory board for improper conduct, neglect of duty, or because the advisor is no longer in good standing with his or her college. An advisor is expected to adhere to the AGS STANDING RULES, ESTABLISHED PROCEDURES, AND SPECIAL RULES OF ORDER and BYLAWS and to exemplify the qualities upon which AGS was founded, namely honor, wisdom, knowledge, and excellence.

- a. Valid cause:

- i. Willful or excessive violation of the Alpha Gamma Sigma STANDING RULES, ESTABLISHED PROCEDURES, AND SPECIAL RULES OF ORDER or BYLAWS.
  - ii. Willful disregard of decisions made by the state executive board.
  - iii. Unwarranted attacks on any state executive board officer or refusal to cooperate with an officer.
  - iv. Misrepresentation of Alpha Gamma Sigma, Inc. or of the chapter.
  - v. Contributing to the creation of a hostile environment at the state advisory board meetings.
  - vi. Other conduct considered unbecoming of an AGS advisor or of an AGS chapter as determined by the state advisory board.
- b. Consequences:
- i: If an advisor is removed or suspended, then the chapter may be revoked or suspended unless another certificated advisor is in place.
  - ii. The state executive board may choose to suspend or remove an advisor at any time.
- c. Reinstatement of Advisor: Once an advisor has been removed or suspended, the advisor may be reinstated as an AGS advisor on a probationary status at the discretion of the state advisory board. In this case, a mentor may be appointed to work with the reinstated advisor.

Terry Green seconded the motion. During the following discussion of the motion, advisors made some suggestions for corrections. Jacqueline Faris agreed that the motion needed improvement and asked that her motion be tabled. **(MOTION #5 WAS TABLED.)** Jacqueline told us that she would revise her motion to include a section about the process for removing or suspending an advisor and bring it back to the spring convention for discussion and action.

- I. VOTE FOR PATTY HERRERA FOR VICE-TREASURER: MOTION #6)** Jacqueline Faris moved that Patty Herrera be nominated and elected to be our new Vice-Treasurer. Fred Teti seconded the motion. **(MOTION #6 CARRIED.)** Maritza Jackson Sandoval, the Vice-Treasurer for 2015-2016, had to resign, because she switched jobs and moved to another community college that does not have an AGS chapter. Luckily, Patty Herrera was willing to pinch-hit for her and take over handling our jewelry orders.
- J. CLARIFICATION OF ANDREW KINDON’S DUTIES:** Jacqueline Faris told us that Andrew Kindon has been getting too many emails asking him to do things that are not in his job description. She told us that she would send out an email that would include a template on how to email Andrew correctly so that he would be able to continue to send out emails to the entire organization.
- K. DISTINGUISHED ADVISOR AWARD FOR 2017:** The State Advisory Board unanimously selected Steven Wallech to receive the Distinguished Advisor Award in 2017.

**XI. Calendar Update:**

Event	Date	College
2015 FAM (South)	October 3, 2015	Host and Registration: Citrus College

2015 Northern Regional Conference	November 11, 2015	Host and Registration: San Joaquin Delta College
2015 Southern Regional Conference	November 7 <sup>th</sup> , 2015	Host: Santa Monica College Registration: Los Angeles Harbor
2016 Spring Convention, (North), San Jose, CA	April 8-10, 2016	Host: Chabot College Registration: Modesto Junior College
2016 FAM (North)	October 1, 2016	Host and Registration: Fresno City
2016 Northern Regional Conference	TBA	Host: Solano College Registration: <b>OPEN</b>
2016 Southern Regional Conference	TBA	Host: Los Angeles Harbor Registration: Los Angeles Pierce
2017 Spring Convention (South) Ontario, CA	April 21-23, 2017	Host: Golden West College Registration: Modesto Junior College
2017 FAM (South)	October 7, 2017	Orange Coast College
2017 Northern Regional Conference	TBA	Host: San Mateo College Registration: <b>OPEN</b>
2017 Southern Regional Conference	TBA	Host and Registration: Santa Ana College
2018 Spring Convention (North) San Jose, CA	April 13-15, 2018	Host: Merced College Registration: Modesto Junior College
2018 FAM (North)	October 6, 2018	Chabot College
2018 Northern Regional Conference	TBA	Host and Registration: Las Positas College
2018 Southern Regional Conference	TBA	Host: Los Angeles Pierce Registration: West Los Angeles
2019 Spring Convention (South) Ontario, CA	April 5-7, 2019	<b>OPEN</b>
2019 FAM (South)		<b>OPEN</b>
2019 Northern Regional Conference		<b>OPEN</b>
2019 Southern Regional Conference		<b>OPEN</b>
2020 Spring Convention (North) San Jose, CA		Host: Registration: Las Positas College
2020 FAM (North)		
2020 Northern Regional Conference		
2020 Southern Regional Conference		
2021 Spring Convention (South) Ontario, CA	April 16-18, 2021	<b>OPEN</b>

## **XII. Reports (Non-Action Items)**

- A.** Board of Trustees Report: None
- B.** SAB President Report: None
- C.** SAB President-Elect Report: None
- D.** SAB Vice-President Elect Report: None
- E.** Secretary Report: None
- F.** Treasurer Report: None



- G. Vice-Treasurer Report: None
- H. Chair of Scholarships Report: None
- I. Vice-Chair of Scholarships Report: None
- J. Secretary of Extension and Eligibility Report: Fred told us that there are 23 chapters in good standing. The rest of the chapters have until October 31 of this year to complete the requirements necessary to be in good standing.
- K. Collector of Permanent Records Report: None
- L. Secretary of Intercollegiate Relations Report: None
- M. Advisory Board Directory Editor Report: None
- N. Webmaster Report: None
- O. Parliamentarian Report: Steven Wallech reiterated that he was retiring and will need a replacement. Valerie Venegas offered to be the interim parliamentarian at the spring convention in 2016 because Steve will not be attending. She will then be nominated and elected at the convention and continue in this position for 2016-17.
- P. Publicity Chair Report: None
- Q. Secretary of Standing Rules Report: None

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

- A. **2020 State Convention:** Jacqueline Faris talked about 2016 convention as we had talked about the 2020 convention earlier. She explained about the registration form and various prices for rooms. She reminded advisors that students have to get their own dinner Friday night because that meal is not included in the overall price. She reminded advisors that our banquet is a dressy affair where women wear dresses and men suits and ties. She told us that for chapters that are driving in to stay only Saturday, that she would have a room for students to change into their more formal clothing. The men use the room to change first and then the women allowing them more time to prepare themselves for the banquet.
- B. **Video Interviews of Scholarship Namesakes:** Jacqueline Faris videotaped Tom Jackson at the last convention. She plans to post the video on our website but she is looking for a student to edit her work to make it more professional looking. She hopes to interview Randy Taylor and his wife at our next convention and pick his brain about his tricks for putting on a great convention and finding outstanding keynote speakers. She then will continue to interview some of our other senior advisors in order to create an oral history of our organization.

**XIV. Announcements:** None

**XV. New Advisor Orientation (following SAB Meeting)**

**XVI. Adjournment:** Erik Fritz adjourned the meeting at 11:27 AM, a new AGS record!