



ALPHA GAMMA SIGMA, INC.
SPRING CONVENTION AGENDA
State Advisory Board Meeting April 5, 2014
Double Tree Hotel San Jose, California

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.

AGENDA

- I. Call to Order and President’s Opening Remarks:** Chris Wardell called the meeting to order at 10:21 AM. He welcomed all the advisors to our spring convention of 2014.
- II. Explanation of the Sign-In Process:** Terry Green explained how to fill in the attendance forms for the morning and afternoon. He emphasized that advisors needed to sign their name and print them in the respective columns. He emphasized that it was important to print your names carefully so that he could then read and spell the names correctly in the minutes.

MORNING ATTENDANCE:

ALLAN HANCOCK COLLEGE LOMPOC CENTER: Kathy Headtke, Mary Alice Majowe
ANTELOPE VALLEY COLLEGE: Matthew Jaffe, Mark McGovern
CABRILLO COLLEGE: Terry Mullin
CHABOT COLLEGE: Linda Carlsen
CITRUS COLLEGE: Andrea Mullin
CITY COLLEGE OF SAN FRANCISCO: Christopher Kox, Fred Teti
COLLEGE OF MARIN, KENTFIELD: Jessica Park, Toni Yoshioka
COLLEGE OF SAN MATEO: Tim Maxwell, Jenny Wallace
COLLEGE OF THE SEQUOIAS: Stephen Tootle
CONTRA COSTA COLLEGE: Patricia Herrera, Maritza Jackson Sandoval
CUESTA COLLEGE: Chris Gilbert
DIABLO VALLEY COLLEGE: Chris Capozzo, Obed Vazquez
EL CAMINO COLLEGE: Paul Rorie
FRESNO CITY COLLEGE: Linda Vang
GAVILAN COLLEGE: Jennifer Nari
GLENDALE COLLEGE: Henan L. Joof
GOLDEN WEST COLLEGE: Valerie Venegas
LAS POSITAS COLLEGE: Adeliza Flores, Randy Taylor
LONG BEACH CITY COLLEGE LAC: Steven Wallech
LONG BEACH CITY COLLEGE PCC: Margaret Antonio Palomares
LOS ANGELES HARBOR COLLEGE: Shazia Khan, Megan Lange
LOS ANGELES PIERCE COLLEGE: Kaycea Campbell
LOS MEDANOS COLLEGE: Phil Gottlieb
MADERA CENTER - REEDLEY COLLEGE: Evie Contreras
MERCED COLLEGE: Jennifer McBride
MISSION COLLEGE: Ashley Piekarski
MODESTO JUNIOR COLLEGE: Kristy Carlsen, Teri Curtis, Jacqueline Faris, Susan Kerr, Angela Pignotti
MOUNT SAN ANTONIO COLLEGE: Art Nitta
PASADENA CITY COLLEGE: Robert Randall
REEDLEY COLLEGE: Lore J. Dobusch
RIO HONDO COLLEGE: Rowena Mendoza
RIVERSIDE CITY COLLEGE: Surekha Acharya
SAN BERNARDINO VALLEY COLLEGE: Joe Notarangelo
SANTA MONICA: Terry Green, Brian Rodas
SOLANO COLLEGE: Genele Rhoads
VENTURA COLLEGE: Deborah Pollack
WEST VALLEY COLLEGE: Tina Golaw
WILLOW/INTERNATIONAL CENTER: Erik K. Fritz

- III. Explanation of the Standing Rules:** Steven Wallech explained the above rules are used to expedite our semi-annual meetings.

- IV. Additions/Deletions to the Agenda:** Under X. New Business items 10 A1 and 10 A2 were added. 10 A1 was added as “Vote to increase the per member per semester Loly contribution” and 10 A2 was added as “Change in convention fees (not an action item).
- V. Approval of the Agenda:** The agenda was approved with the additions of items 10 A1 and 10 A2.
- VI. Corrections to and Approval of the Minutes:** The minutes were approved with no corrections.
- VII. Corrections and Updates to the State Advisory Board Directory:** As Andrew Kindon was out of the country on a trip, Tina Golaw filled in for him. She explained how to update the directory.
- VIII. Self Introductions:** All the advisors introduced themselves. What an amazing group!
- IX. Old Business:**
- A. State AGS Brochure Status and Availability:** Terry Green told us that he had brought newly made brochures to the convention that advisors could pick up after the meeting. He thanked John Quevedo for getting them made, and Megumi Wallech, Steve’s wife, for preparing them. (The brochures were duplicates of the ones we had used in the past.)
- B. AGS Website:** Rowena Mendoza told us she would talk about how our new website was coming, later in the meeting.
- C. Clarification of Proxy (Action Item): MOTION #1:** Jacqueline Faris moved that we create a new standing rule that once every 3 years a chapter may use a proxy advisor from another chapter for students in attendance at a regional conference or at a state convention, but not both. Chris Gilbert seconded the motion. **(MOTION #1 CARRIED.) MOTION #2:** Jacqueline Faris moved that we create a new standing rule that once every 5 years any chapter may ask for an advisor from another chapter to proxy for attendance at one and only one fall advisory meeting, regional conference or spring convention when no students are in attendance. Steven Tootle seconded the motion. **(MOTION #2 CARRIED.)** Jacqueline reiterated that in the case of both motions, the proxy advisors could not vote. She suggested that one could find a proxy by using our email list to connect with an advisor from another chapter.
- D. List of Colleges Granting AGS Scholarships:** Randy Taylor told us that he would continue to serve as Secretary of Intercollegiate Relations if no one wanted to replace him. He said he would continue to try to find colleges willing to give scholarships to AGS members.

X. New Business

A. Approval of Available Extra Funds for Scholarships (Action Item):
MOTION #3: Jacqueline Faris moved that we spend \$8,095 from our 2013 convention money profits on scholarships tonight out of an available \$15,095. Steve Wallech seconded the motion. **(MOTION #3 CARRIED.)**

1. **Vote to Increase the Per Member Per Semester Loly Contribution (Action Item):** **MOTION #4:** Jacqueline Faris moved that the per member per semester Loly donation made each year by chapters be increased from \$5 to \$7 beginning with the June 30th, 2015 dues. Henan Joof seconded the motion. **(MOTION #4 CARRIED.)**
2. **Change in Convention Fees (Not an Action Item):** Jacqueline Faris informed us that our convention fees would be going up in the future. She has done a terrific job of negotiating with the DoubleTree Hotel to keep our spring convention fees low for many years.

B. Exemption Requests: There were no requests for exemptions. This had not happened for many years at one of our spring conventions.

C. Slate of Officers for 2014-2015-Nominations and Election (Action Item):

1. President – Henan Joof
2. VP/President-Elect (North) – Erik Fritz
3. Vice-President Elect (South) – Mark McGovern
4. Secretary – Terry Green
5. Treasurer – Jacqueline Faris
6. Vice-Treasurer – Maritza Jackson Sandoval
7. Chair of Scholarship and Awards – Jennifer McBride
8. Vice-Chair of Scholarship and Awards – Vince Piro
9. Secretary of Extension and Eligibility – Chris Kox
10. Collector of Permanent Records – Chris Kox
11. Secretary of Intercollegiate Relations – Randy Taylor
12. Advisory Board Directory Editor – Andrew Kindon
13. Webmaster – Rowena Mendoza
14. Parliamentarian – Steven Wallech
15. Publicity Chair – Chris Gilbert

The above slate was elected by acclamation.

D. Nomination for Distinguished Service Advisor Award for 2015 (Action Item):
MOTION #5: Steven Wallech moved that Ron Yoshino receive the Distinguish Service Advisor's Award. Robert Randall seconded the motion. **(MOTION #5 CARRIED.)**

Jacqueline told us that she needed Ron's contact information so that she could invite him to our spring convention in Ontario next April.

E. Bylaw amendment for Late PM Reports (Action Item) Fred Teti, who had considered making a motion about this subject, decided that he would not.

F. Payment for a High Resolution Vector Art File for a New Logo (Action Item): MOTION #6: Jacqueline Faris moved that we pay \$110 for a high resolution vector art file for our logo. Susan Kerr seconded the motion. **(MOTION #6 CARRIED.)**

Our Meeting Continued after Lunch: Terry Green reminded that everyone needed to sign the afternoon attendance form so that his/her chapter would get the proper credit for attendance at the spring convention. He again reminded everyone to print their names carefully as well so that their names would be spelled correctly in the minutes.

AFTERNOON ATTENDANCE:

ALLAN HANCOCK COLLEGE LOMPOC CENTER: Kathy Headtke, Mary Alice Majowe
ANTELOPE VALLEY COLLEGE: Matthew Jaffe, Mark McGovern
CABRILLO COLLEGE: Yves Tan
CHABOT COLLEGE: Linda Carlsen
CITRUS COLLEGE: Andrea Mullin
CITY COLLEGE OF SAN FRANCISCO: Christopher Kox, Fred Teti
COLLEGE OF MARIN, KENTFIELD: Jessica Park, Toni Yoshioka
COLLEGE OF SAN MATEO: Tim Maxwell, Jenny Wallace
COLLEGE OF THE SEQUOIAS: Stephen Tootle
CONTRA COSTA COLLEGE: Patricia Herrera, Maritza Jackson Sandoval
CUESTA COLLEGE: Chris Gilbert
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RIVERSIDE CITY COLLEGE: Surekha Acharya
SAN BERNARDINO VALLEY COLLEGE: Joe Notarangelo
SAN JOAQUIN DELTA: Chris Wardell
SANTA MONICA: Terry Green, Brian Rodas
SOLANO COLLEGE: Genele Rhoads
VENTURA COLLEGE: Deborah Pollack
WEST VALLEY COLLEGE: Tina Golaw
WILLOW/INTERNATIONAL CENTER: Erik K. Fritz

G. New Service Project: Austin Kang from Pasadena College, the student trustee from the South, and Maggie Yerena from Las Positas College, the student trustee from the North, told us that our project for this upcoming year would be working with the **Leukemia and Lymphoma Society's Light the Night Walk**. This charity funds therapies and treatments to fight these deadly diseases. There are 15 locations where **Light the Night Walks** are held throughout the state. And if there is not a walk in your area, a chapter can start their own walk to raise funds for this cause. The goal of the students was that each chapter should find a way to raise at least \$100 to help the Leukemia and Lymphoma Society. **MOTION #7:** Jacqueline Faris moved that we approve the 2015 Statewide Community Service Project, the Leukemia and Lymphoma Society's Light the Night Walk. Randy Taylor seconded the motion. **(MOTION #7 CARRIED.)**

It was also suggested that we develop a way to calculate the number of pints of blood we, as an organization, give each year. The data could be emailed to one of our advisors and then collected so that we could know the grand total at the spring convention of 2015.

H. Election of Members of the Board of Trustees: MOTION #8: Obed Vazquez moved that the following nominations be accepted to serve 2 year terms from 2014 through 2016: Jacqueline Faris – Vice-President, Terry Green – Secretary, Steve Wallech – Treasurer, Jennifer McBride – Trustee, Randy Taylor – Trustee, Rowena Mendoza – Trustee, Teri Curtis – Trustee, Erik Fritz – Trustee, Lisa Carlson – Trustee, for a 4 year term from 2014 to 2018 – Obed Vazquez – President. Fred Teti seconded the motion. **(MOTION #8 CARRIED.)**

XI. Calendar Update:

Event	Date	College
2014 Spring Convention, (North) San Jose, CA	April 4-6, 2014	Host: Merced College Registration: Las Positas College
2014 FAM (North)	October 4, 2014	Host and Registration: Diablo Valley College
2014 Northern Regional Conference	November 8th, 2014	Host: Mission College Registration: Cabrillo College
2014 Southern Regional Conference:	November 15 th , 2014	Host: Citrus College Registration: Orange Coast College
2015 Spring Convention, (South), Ontario, CA	April 17-19, 2015	Host: Rio Hondo Registration: Los Angeles Pierce
2015 FAM (South)	October 3, 2015	Host and Registration: Citrus College
2015 Northern Regional Conference	TBA	Host and Registration: Modesto Junior College
2015 Southern Regional Conference	TBA	Host: Glendale Registration: Los Angeles Harbor
2016 Spring Convention, (North), San Jose, CA	April 8-10, 2016	Host: West Hills College, Registration: Modesto Junior College
2016 FAM (North)	October 2, 2016	Host and registration: Fresno City
2016 Northern Regional Conference	TBA	San Joaquin Delta College
2016 Southern Regional Conference	TBA	OPEN
2017 Spring Convention (South) Ontario, CA	April 21-23, 2017	Host: Golden West College, Registration Rio Hondo College
2017 FAM (South)	October 7, 2017	OPEN
2017 South Regional Conference	TBA	OPEN
2017 North Regional Conference	TBA	Host: San Mateo College
2018 Spring Convention	April 13-15, 2018	OPEN
2018 FAM (North)	October 6, 2018	OPEN
2018 North Regional Conference	TBA	OPEN
2018 South Regional conference	TBA	OPEN
2019 Spring Convention	April 5-7, 2019	OPEN

Jacqueline told us that next year's cheers would be handed in on USB drives which then would be viewed using a computer. This should greatly speed up the cheer contest in 2015.

XII. Reports (Information Items Only)

- A. Board of Trustees Report:** Obed Vazquez informed us that our Lincoln fund had its best year ever. The fund grew \$124,938.93 in 2013 to a total of \$566,566.95. The guaranteed value of the fund went up from \$434,461.15 to \$485,928.25 for a gain of \$54,474.10. The value of the fund, thus, can never go below \$485,928.25, no matter what happens in the markets. The BOT hopes to grow the Lincoln fund to \$750,000 so we someday can use the interest from the fund for scholarships. What the BOT has been doing for quite a few years is to give its portion of the Loly contributions back to the State of Advisory Board to be used for scholarships. This allows the BOT not to touch its endowment fund so that it can continue to grow. He noted that the BOT also had \$47,000 in stocks and \$13,000 in cash. He informed us that the BOT voted to give an additional \$5,000 for scholarships tonight from a liquid account.
- B. SAB President Report:** Chris Wardell said that former SAB President, Chris Gilbert, had been of major assistance to him while he was president. Chris promised to continue this tradition, and be helpful to Henan Joof, the incoming president.
- C. SAB President:-Elect Report:** Henan Joof had not report.
- D. SAB Vice-President Elect Report:** Erik Fritz had no report.
- E. Treasurer Report:** Jacqueline Faris recognized that 19 chapters gave extra money so that there was an additional \$3,025 to be given out at the banquet this evening. They deserved kudos for their generosity. She told us that she had been using convention profits for scholarships, and to have a fund to pay the hotel, with the majority of the profits going to the hotel fund. Her plan is to have the fund reach the \$70,000 figure so she can pay the hotel the large initial payment which is needed four weeks before the convention. This would allow her not to have to worry when chapters' checks for the hotel do not get to her in time to make that payment. She told us that with the profits from this convention, she soon would have \$60,000 in that fund so she is very close to the \$70,000 figure she needs for future spring conventions.

There are two written reports below from Jacqueline that are imported from Excel spreadsheets she had made for this convention. The first report is a financial summary as to where we were as of 4/1/14. The second report is about scholarship money collected in 2013 for this convention.

	\$135,875.51	Money in the bank as of 4-1-2014
Minus	\$26,905.00	earmarked for scholarships
Minus	\$10,502.00	2014 convention deposits not yet spent
Equals	\$98,468.51	
	\$10,995.02	Money that belongs to the Jewelry account
	\$9,934.82	Money that belongs to the Operating Budget account
	\$1,661.82	Money From FAM.
	\$52,513.61	Money from convention profits that have not been used for scholarships
	\$23,363.24	Starting bank balance in 2005
	\$98,468.51	

- F. Vice-Treasurer Report:** Maritza Jackson Sandoval told us that the jewelry account currently has \$10,995.02. She told us that she would be taking any new jewelry orders.
- G. Chair of Scholarships Report:** Jennifer McBride provided us with a report about scholarships in 2014. Out of 31 Walsh applicants, 19 will receive Walsh Awards of \$600 at the banquet tonight. The top 3 Walsh applicants will get Bell Awards of \$800. Therefore 22 out of 31 service applicants will receive scholarships, or approximately 71%. Out of 45 Loly applicants, 22 will receive Loly Awards at \$700 each, 4 will receive Coffey Awards at \$800 each, 6 will receive Mantovani awards of \$1,050 each and 1 will receive the top award, the Jackson Award of \$1,300. Therefore, 33 out of 45 academic applicants will receive awards, or approximately 73%. \$13,800 will be given out in service awards and \$26,200 will be given out in academic awards for a total of \$40,000, the most we have ever given out at any spring convention in our history. Below is Jacqueline's report about how we had \$40,000 available for scholarships.

Scholarship money collected in 2013 for 2014

		BOT share
Bell	\$69.00	
Coffey	\$115.00	
General	\$1,826.00	
Jackson	\$65.00	
Loly	\$23,880.00	\$11,940
Mantovani	\$815.00	
Walsh	\$135.00	
TOTAL	\$26,905.00	
\$ not spent in 2013	\$0	
	\$8,095.00	Convention profits
	\$5,000.00	BOT donation
TOTAL: BOT gave us their share back	\$40,000.00	Awarded in 2014
	\$36,500.00	Awarded in 2013

Jennifer reported that the reading of the scholarships went smoothly this year. She plans to send out an e-mail in January to find interested readers, and then advisors can contact her if they are interested in being readers and serving on the scholarship committee. She pointed out that if an advisor wanted to understand the scholarship process, he or she should be a reader. She told us that in the applications, transferring military units needed to be very clearly documented, transcripts need to be clear, and courses in progress need to be understandable with the amount of units for each class noted. The readers needed to know exactly how many units the student was taking to see if they qualified for a scholarship. The transcripts must be clear with no written notes trying to explain them.

Terry Green talked about how it was wrong to ever hassle Jennifer about who gets scholarships and who does not. The selection process she has implemented is extraordinarily fair. He stated that if an advisor wants to know how the winners are decided, then he or she needs to sign up and read applications to understand the selection process. The scholarship readers meet the night before the banquet and look at Excel spreadsheets with only scores **and no names** to determine who wins. The readers only look at the raw numbers, from highest to lowest, according to the scoring of the readers, to make the selection process as impartial as possible. This year, the selection of who would get the Tom Jackson Award was very close, but was done strictly by the numbers. The top score was 14.1 and the second highest score was 14.0 so the top candidate won by 0.1. At no time,

did the committee members know who was who because they were only looking at numbers!

The topic of how a student is nominated for a scholarship was brought up. It was agreed that we do not tell chapters how they should handle the nomination process. Teri Curtis suggested that she thought that advisors ultimately should decide who is nominated for a scholarship and who is not. She felt because of matters of privacy, students should not be involved at all in the process of choosing a nominee. It was stated that if students were involved, the advisor should overlook the process, or problems between students might occur. Chris Gilbert told us that he had a student who was very upset about not being nominated. He thought that the chapter president had insulted him/her and that he/she had been mistreated. At one chapter, the students wanted the advisor to choose instead of them, to make the process fairer. At my school, the advisors do the nominations and we have never had a problem of any student thinking they had been treated unfairly.

- H. Webmaster's Report:** Rowena Mendoza told us that she would be able to present the work that has been done on our new website at the FAM in October.
- I. Secretary of Extension and Eligibility's Report:** Fred Teti told us that we have 45 chapters in good standing and 50 active chapters. He reminded us that dues had to be turned in by June 30th. He suggested that we pester our business offices to make sure that the checks are in on time! He told us that the Permanent Member Report needed be in on time as well. He told us that if we were not ready to hand in our reports on time, we could hand in the report with the word None, written on it, and then send in another report later with the permanent members listed on it. Honor Roll members needed to be clearly noted on the Permanent Member Report. Only students who have a grade point average of 3.95 or higher qualify to be on the Honor Roll. You can list as many permanent members for the Honor Roll as long as they meet the qualification of a 3.95 grade point average or higher.
- J. Publicity Chair Report:** Chris Gilbert told us that he would send everyone a sample press release we can use to showcase our scholarship winners. The press release can be used to e-mail your school's public relations department or local media.
- K. Parliamentarian's Report:** Steven Wallech had no report.
- L. Secretary' Report:** Terry Green told us that each chapter could pick up 120 AGS brochures from him after the meeting.
- M. Convention Report:** Randy Taylor told us to remind students that they needed to be dressed up for the banquet/dance people. Jacqueline Faris reiterated that we needed to get the checks in on time for the convention. This year she had only

received about by 1/3 of the total by the March 11th deadline. She again told us that everybody needed to do everything they could to get the checks in on time so that she would have sufficient funds to make the payments to the hotel.

- N. Secretary of Intercollegiate Relations:** Randy Taylor told us that there is a \$5,000 scholarship from Mills College for AGS students, and that San Francisco State has a scholarship for AGS students. He told us that there used to be scholarships at Fullerton, Hawaii Pacific and at USC. He also mentioned that UCLA has a scholarship called the Alumni Transfer Scholarship. The sponsors of this program like to give those scholarships to students who belong to honor scholarship clubs or are in honors programs. He told us that they get extra points on their applications, which increases their chances of receiving a scholarship. He also told us that Reno-Nevada has discounted tuition for AGS students, and that he had asked Reno-Nevada to consider having scholarships for AGS students.

XIII. Discussion:

- A. Convention Funds and how to get a college check on time:** Jacqueline Faris informed us that Andrew Kindon's email to all the chapters about their checks had helped get some checks in on time. Phil Gottlieb told us that what he does is simply front the money and then gets the business office to reimburse him, allowing him to always get the check for his chapter in on time. Jacqueline also mentioned that chapter advisors needed to go to the offices on campus and get the necessary signatures for club funding and then hand-carry the documents to the business office so that the paper work would not get stuck on someone's desk.
- B. Scholarship for Vocational and Academic Majors:** Steve Wallech told us that over the years he had sent in vocational candidates for scholarships and they had never won. He suggested that in giving out scholarships, we should be more considerate of the majors they are taking. He thought we should explore what we could do for non-academic majors. He thought we might consider having a separate award for vocational students. He mentioned that this topic might be a future agenda item but not necessarily an action item. He said we need to continue to evaluate our scholarship selections as he said that students who have had life struggles were more likely to win and that might not be equitable.

- XIV. Announcements:** Jacqueline informed us that some young people in 3 rooms on the 4th floor were acting up, smoking dope, partying, and bothering other hotel guests. She stated that it was hell to be on the 4th floor on Friday night because these young people were such a nuisance. That was the bad news. The good news was that these young people were not AGS students! Our students were behaving wonderfully throughout the hotel!

Jacqueline told us that it had been a pleasure to host the 88th convention with Vince Piro. She offered to host our 100th convention 12 years from now and promised it would be a blast! We are so lucky to have someone like Jacqueline who is willing to do so much for our organization!

- XV. Adjournment:** The meeting was adjourned at 2:41 PM.