



ALPHA GAMMA SIGMA, INC.
SPRING CONVENTION
State Advisory Board Meeting April 9th, 2016
DoubleTree Hotel San Jose

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 10:06 AM.
- II. Self-Introductions:** Advisors, new and old, introduced themselves.
- III. Explanation of the Sign-In Process:** Terry Green explained how to fill out the attendance forms that would be used at the morning and afternoon sessions of the meeting.
- IV. Explanation of the Standing Rules:** Valerie Venegas explained the above standing rules we use to help make our meetings productive.

MORNING SESSION ATTENDANCE:

ALLAN HANCOCK COLLEGE: Kathy Headtke, Mary Alice Majoue
ANTELOPE VALLEY COLLEGE: Matthew Jaffe
BARSTOW COLLEGE: Eduardo Vasquez
CABRILLO COLLEGE: Yves Tan
CHABOT COLLEGE: Lisa Carlsen
CITRUS COLLEGE: Raquel Gutierrez, Julie A. Law
CITY COLLEGE OF SAN FRANCISCO: Chris Kox, Fred Teti
CLOVIS COMMUNITY COLLEGE: Erik Fritz
COLLEGE OF MARIN, KENTFIELD: David J. Patterson, Toni Yoshioka
COLLEGE OF SAN MATEO: Sara Lawrence, Tim Maxwell, Jenny Wallace
COLLEGE OF THE SEQUOIAS: Stephen Tootle
CONTRA COSTA COLLEGE: Monica Rodriguez
CRAFTON HILLS COLLEGE: Gary J. Williams
CUESTA COLLEGE: Chris Gilbert
DIABLO VALLEY COLLEGE: Ian Thomas-Bignami, Obed Vazquez
EL CAMINO COLLEGE: Jeannine Barba
GAVILAN COLLEGE: Jennifer Nari
GOLDEN WEST COLLEGE: Valerie Venegas
LAS POSITAS COLLEGE: Adeliza Flores, Ashley McHale
LONG BEACH CITY COLLEGE LAC: Steven Wallech
LOS ANGELES HARBOR COLLEGE: Megan Lange
LOS MEDANOS COLLEGE: Phil Gottlieb
LOS ANGELES MISSION COLLEGE: Suzanne Mignosi
MADERA CENTER REEDLEY COLLEGE: Kurt Piland
MERCED COLLEGE: Jennifer McBride, Vince Piro
MISSION COLLEGE: Ashley Piekarski
MODESTO JUNIOR COLLEGE: Mike Adams, Jacqueline Faris
MOUNT SAN ANTONIO COLLEGE: Art Nitta
PASADENA CITY COLLEGE: David Juranga
REEDLEY COLLEGE: Shivon Hess, Heather Paul
RIO HONDO COLLEGE: Alan K. Archambault
RIVERSIDE CITY COLLEGE: Joyce Beck
SAN BERNADINO VALLEY COLLEGE: Melissa King, Susan Mattson
SAN JOAQUIN DELTA COLLEGE: Rashonhe Founts, Chris Wardell
SANTA ANA COLLEGE: Nicholas Enke, Michelle Lemoi
SANTA MONICA: Terry Green, John Quevedo, Betty Wong
SOLANO COLLEGE: Genele Rhoads
WEST VALLEY COLLEGE: Tina Golaw

- V. Additions/Deletions to the Agenda Section:** Item 10C “Scholarship Funding” was changed from a standing discussion item to an action item. Item 10D “Convention Report” was inserted so that the other items were moved down accordingly. Item 10E was edited to become the following: “Exemption Requests” (Standing Action Item):

1) Madera Center (Reedley College), 2) Los Medanos College 3) West Valley College 4) College of San Mateo and 5) Barstow Community College. Item 10F “Slate of Officers” was edited to include Vice-President Elect – Megan Lange. Item 10G became “AGS Website shopping cart” (Action Item) and 10H “New BOT Trustee Members” was added. The last addition was item 13C “Online Scholarship Applications” (Discussion Item).

- VI. Approval of the Agenda:** The agenda was approved with the above additions.
- VII. Corrections to and Approval of the Minutes:** The minutes were approved.
- VIII. Corrections and Updates to the State Advisory Board Directory:** Andrew Kindon was not present. The State Advisory Board Directory binder was passed around the room so that advisors could update their information so it is current. We were told that Andrew wanted new advisors to go online to fill out the new advisors form about their information whereas more experienced advisors were just to correct the data in the binder as needed.
- IX. Old Business:**
- A. Conference and Convention Code of Conduct (Discussion Item):** Jacqueline Faris told us that we had some sexual harassment and abuse at the spring convention in 2015. It was decided at our fall meeting that to prevent other hotel guests from entering our dance uninvited that students would wear wrist bands. It was decided in the fall that we would have a presence at the dance with many advisors there wearing advisor buttons so students would know who to go to if they had any problems. We wanted to make sure that there would not be any re-occurrences of the problems during last year’s dance. Many people signed up to help chaperone the dance and Matthew Jaffe agreed to be the head chaperone and be there for the entire dance.
- Jacqueline also told us that advisors would be given a list of room numbers that they would have the responsibility of supervising. She told us more than 500 people are attending our spring conventions. She told us that she wants everyone involved so we have fewer problems especially in the evenings between 11 PM and 1 AM. She told us that every advisor would be given a list of rooms to supervise. Terry Green suggested to her that a student from the host chapter should make an announcement and explain at lunch today that we are not going to tolerate alcohol or marijuana at this convention.
- B. Advisor Qualifications, Removal or Suspension (Action Item):** Jacqueline Faris tabled her motion. This action item will be discussed at a future meeting.

X. New Business:

- A. Financial Review Committee Findings (Standing Discussion Item):** Erik Fritz reviewed Jacqueline Faris's accounting and testified to its accuracy.
- B. Budget Issues (Standing Discussion Item):** Jacqueline Faris told us that room rates are going up at the DoubleTree hotel chain and that our last year at the San Jose DoubleTree would be in 2018. The recession is over and the San Jose DoubleTree has become too expensive for us to stay there in the future.
- C. Scholarship Funding (Standing Discussion Item): MOTION #1)** Jacqueline Faris moved that we spend \$14,272 in convention profits for 2016 scholarships. Stephen Tootle seconded the motion. **(MOTION #1 CARRIED.)**
- D. Convention Report:** Jacqueline Faris spoke for Lisa Carlsen who was busy hosting the convention and running the morning workshops. She told us that the Friday night event had gone very well and that the students enjoyed the magic show that was presented by a former AGS student. She told us that more than 500 people would be attending this convention with the cost of over \$100,000 to pay for it. She spoke of a major concern for students who drove in on Saturday to be at the convention for one day, where to change for the banquet. She had a room available that had a mirror. Women could use the room from 4:00 to 4:45 and men could use the room from 4:45 to 5:30.

It was announced that Valerie Venegas of Golden West College would be hosting the convention in Ontario in 2017. Jacqueline Faris from Modesto Junior College would continue to do the registration.

A motion to suspend the rules was passed by acclamation so we could return to item 10C. MOTION #2) Jacqueline Faris moved that the State Advisory Board pay the \$15,000 in Loly donations to the Board of Trustees. Ian Thomas-Bignam seconded the motion. **(MOTION #2 CARRIED.)** This action was taken because the State Advisory Board is currently in good shape financially and we would actually be doing what we were supposed to be doing all along!

E. Exemption Requests (Standing Action Item):

1. Madera Center (Reedley College): Due to a turnover at the advisor position, the permanent member form was not submitted for the 2015-2016 year. This form has now been submitted. **MOTION #3)** Kurt Piland moved that Madera Community College Center, Sigma Gamma Chapter, receive an exemption request in order to be in good standing. Terry Green seconded the motion. **(MOTION #3 CARRIED.)**

2. Los Medanos College: MOTION #4) Phil Gottlieb moved that Josh Oseguera, a candidate for the Ed Walsh Service Award, who was unable to sign in this

morning, be permitted to retain his candidacy if he returns to the convention today (Saturday 4/9) by 11:40 AM. Fred Teti seconded the motion. **(MOTION #4 CARRIED.)**

3. West Valley College: MOTION #5) Tina Golaw moved that West Valley College be granted an exemption for good standing. Sara Lawrence seconded the motion. **(MOTION #5 CARRIED.)**

4. College of San Mateo: MOTION #6) Sara Lawrence moved that the College of San Mateo (Eta Chapter) be granted an exemption and be in good standing. Steven Wallech seconded the motion. **(MOTION #6 CARRIED.)**

5. Barstow College: Eduardo Vasquez of Barstow College explained that he came into the position of being an advisor late during the fall semester of 2015. He told us he had received no training for the position. When he found out his chapter was not in good standing, he reached out to Fred Teti for advice. He found out from Fred that the permanent member report had not been submitted and quickly submitted it. He told us that he also attended the Southern Regional Conference with his chapter and was doing his best so his chapter would be in good standing again. **MOTION #7)** Eduardo Vasquez moved that an exemption be given to Barstow College. Kathy Headke seconded the motion. **(MOTION #7 CARRIED.)**

F. Slate of Officers for 2016-2017:

1. President – Matthew Jaffe
2. VP/President-Elect (North) – Chris Kox
3. Vice-President Elect – Megan Lange
4. Secretary – Terry Green
5. Treasurer – Jacqueline Faris
6. Vice-Treasurer – Patty Herrera
7. Chair of Scholarship and Awards – Jennifer McBride
8. Vice-Chair of Scholarship and Awards – Vince Piro
9. Secretary of Extension and Eligibility – Fred Teti
10. Collector of Permanent Records – Chris Kox
11. Secretary of Intercollegiate Relations – Ashley McHale
12. Advisory Board Directory Editor – Andrew Kindon
13. Webmaster – Rowena Mendoza
14. Parliamentarian – Valerie Venegas
15. Publicity Chair – Chris Gilbert
16. Secretary of Standard Rules – Chris Gilbert

G. AGS Website shopping cart (Action Item): MOTION #8) Jacqueline Faris moved that the State Advisory Board approve that the treasurer enter into a 1-year contract with Wells Fargo Bank to put a shopping cart on the AGS website at a cost of \$10 per month, with a convenience fee not to exceed 1.5%. Stephen Tootle seconded the motion. **(MOTION #8 CARRIED.)** Jacqueline told us that her husband would set up the shopping cart with Wells Fargo so that we would then have an option for students to pay by credit card. She told us that we might get a lesser convenience fee of 0.5% which is usually the case for non-profits at Wells Fargo. She told us that she would not have her husband enter any agreement that would be financially detrimental to AGS. Her goal is always to find ways to make money for AGS!

H. Board of Trustees Election: MOTION #9) Obed Vazquez moved that the following advisors be re-elected to the Board of Trustees and serve 2 year terms:

- 1) Lisa Carlsen – Chabot College
- 2) Jacqueline Faris – Modesto Junior College
- 3) Erik Fritz – Clovis Community College
- 4) Terry Green – Santa Monica College
- 5) Jennifer McBride – Merced College
- 6) Obed Vazquez – Diablo Valley College

Chris Wardell seconded the motion. **(MOTION #9 CARRIED.)**

XI. Calendar Update:

Event	Date	College
2016 FAM (North)	October 1, 2016	Host and Registration: Fresno City Back-up Chapter: San Joaquin Delta
2016 Northern Regional Conference	November 5, 2016	Host: Solano Community College Registration: Solano Community College
2016 Southern Regional Conference	October 29, 2016	Host: Los Angeles Harbor Registration: Los Angeles Pierce
2017 Spring Convention (South) Ontario, CA	April 21-23, 2017	Host: Golden West College
2017 FAM (South)	October 7, 2017	Orange Coast College
2017 Northern Regional Conference	October 21, 2017	Host: San Mateo College Registration: Diablo Valley College
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
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	
2019 FAM (South)	First Saturday of October	Host: Cuesta College
2019 Northern Regional Conference		OPEN
2019 Southern Regional Conference		OPEN
2020 Spring Convention (North) San Jose, CA		Host: OPEN Registration: Las Positas College
2020 FAM (North)		
2020 Northern Regional Conference		OPEN
2020 Southern Regional Conference		OPEN
2021 Spring Convention (South) Ontario, CA	April 16-18, 2021	OPEN
2021 FAM (North)		OPEN
2021 Northern Regional Conference		OPEN
2021 Southern Regional Conference		OPEN

The meeting was adjourned for lunch at 12:15 PM.

AFTERNOON SESSION ATTENDANCE:

ALLAN HANCOCK COLLEGE: Kathy Headtke, Mary Alice Majoue
ANTELOPE VALLEY COLLEGE: Matthew Jaffe
BARSTOW COLLEGE: Eduardo Vasquez
CABRILLO COLLEGE: Yves Tan
CHABOT COLLEGE: Lisa Carlsen
CITRUS COLLEGE: Raquel Gutierrez, Julie A. Law
CITY COLLEGE OF SAN FRANCISCO: Chris Kox, Fred Teti
CLOVIS COMMUNITY COLLEGE: Erik Fritz
COLLEGE OF MARIN, KENTFIELD: David J. Patterson, Toni Yoshioka
COLLEGE OF SAN MATEO: Sara Lawrence, Tim Maxwell, Jenny Wallace
COLLEGE OF THE SEQUOIAS: Stephen Tootle
CONTRA COSTA COLLEGE: Monica Rodriguez
CRAFTON HILLS COLLEGE: Gary J. Williams
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DIABLO VALLEY COLLEGE: Ian Thomas-Bignami, Obed Vazquez
EL CAMINO COLLEGE: Jeannine Barba
GAVILAN COLLEGE: Jennifer Nari
GOLDEN WEST COLLEGE: Valerie Venegas
LAS POSITAS COLLEGE: Adeliza Flores, Ashley McHale, Randy Taylor!
LONG BEACH CITY COLLEGE LAC: Steven Wallech
LOS ANGELES HARBOR COLLEGE: Megan Lange
LOS MEDANOS COLLEGE: Phil Gottlieb
LOS ANGELES MISSION COLLEGE: Suzanne Mignosi
MADERA CENTER REEDLEY COLLEGE: Kurt Piland
MERCED COLLEGE: Jennifer McBride, Vince Piro
MISSION COLLEGE: Ashley Piekarski
MODESTO JUNIOR COLLEGE: Mike Adams, Jacqueline Faris
MOUNT SAN ANTONIO COLLEGE: Art Nitta
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SAN JUAN DELTA COLLEGE: Rashonhe Founts, Chris Wardell
SANTA ANA COLLEGE: Nicholas Enke, Michelle Lemoi
SANTA MONICA: Terry Green, John Quevedo
SOLANO COLLEGE: Genele Rhoads
WEST VALLEY COLLEGE: Tina Golaw

The afternoon session was called to order at 2:27 PM.

XII. Reports (Non-Action Items):

- A. Board of Trustees Report:** Obed Vazquez mentioned the six trustees that were re-elected earlier in this meeting for 2 year terms that will run from 2016 to 2018.

He also noted that Chris Kox and Chris Wardell had both recently joined the Board of Trustees. He thanked Steve Wallech thanked for serving on the Board of Trustees for many years and notably as the treasurer in recent years. He thanked Steve both for the expertise he provided and for his many years of service. He told us that our endowment fund is strong and locked in around \$630,000. He told us that the Board of Trustees would like to see the endowment fund grow to be \$1,000,000 someday. He noted that earlier the State Advisory Board had voted to give \$15,000 to the endowment fund which will help the Board of Trustees get the endowment fund closer to the million dollar goal. He asked advisors to consider making tax-deductible donations to the fund and adding donations to AGS into their wills or trusts. He said that we want to be able to be financially set to give out scholarships to our worthy students for many years into the future!

- B. SAB President Report:** Erik Fritz thanked everyone for helping him serve as president.
- C. SAB President-Elect Report:** Matthew Jaffe said he is excited about becoming our president. He told us that this is the first time he has been president of any organization. He will receive the ceremonial gavel tonight at the end of the banquet.
- D. SAB Vice-President Elect Report:** Chris Kox: None
- E. Secretary Report:** Terry Green: None
- F. Treasurer Report:** Jacqueline Faris gave the following financial summary for April, 2016: \$190,517.93 in the bank as of 4-1-2016. \$40,728 is earmarked for scholarships, \$6,306.75 is money that belongs to the jewelry account, \$10,008.20 is money that belongs to the Operating Budget Account, \$811.40 is money from FAM, \$74,996.16 is money from convention profits that has not been used for scholarships or special projects, and \$63,615 is the money collected for the 2016 convention so far. This all totals \$196,461.15. She has spent \$4,499.04 on the convention so far so this gives her the figure of \$191,066.47. She was very proud to tell us that this is the best picture she has been able to paint as to what buckets our money is in. Jacqueline has done an exceptional job as our treasurer and has the State Advisory Board treasury in the best financial shape ever! Raising the dues to \$7 and having each chapter pay the \$7 for every member who joins a chapter has been very helpful in our being in better shape.
- G. Vice-Treasurer Report:** Patty Herrera was not present. Jacqueline Faris gave her report and said that advisors could see her to get 2 honor roll certificates per chapter.
- H. Chair of Scholarships Report:** Jennifer McBride told us that we had 25 service applicants. Of the 25 applicants, 20 received scholarships. 14 students won Ed

Walsh Awards at \$600 each, 4 students won Charles Bell Awards at \$900 each, and 2 students won the new Randy Taylor Award at \$1,200 each for a total of \$14,400. 80% of the service award applicants received scholarships.

In the academic area, she told us we had 37 applicants for scholarships. Of the 37 applicants, 29 received scholarships. 20 students won Kathleen D. Loly Awards at \$700 each, 2 students won Virginia Coffey Awards at \$900 each, 4 students won Robert Mantovani Awards at \$1,200 each, and one student won the Tom Jackson Award for \$1,500 for a total of \$23,500. 78% of the academic award applicants won scholarships.

Overall, she told us that the State Advisory Board gave out \$37,900 and 49 of the 62 applicants, or 79%, received scholarships.

She also told us that because the scholarship committee had sufficient funds to spend, the committee voted to bump up the top awards this year from last year. Even then, not all of the \$40,000 was spent, and \$2,100 was returned to the Board of Trustees. Interestingly, there was a numeric tie between the two top students for the first time that the Randy Taylor Service Award was to be given out at a convention. The committee decided the two applicants were both excellent and agreed that both should win the Randy Taylor Award. Randy Taylor was told of the committee's decision, and he was very happy with the outcome. It was agreed that we should go back to having only one Randy Taylor Award winner in the future unless we should again have a statistical tie to one decimal place.

- I. Vice-Chair of Scholarships Report:** Vince Piro told us that we had five candidates for the Outstanding Advisor Award that were submitted by the students. As we decided long ago that we could have five recipients at each spring convention, all five candidates will receive the award this evening at the banquet!
- J. Secretary of Extension and Eligibility Report:** Fred Teti: None
- K. Collector of Permanent Records Report:** Chris Kox: None
- L. Secretary of Intercollegiate Relations Report:** Ashley McHale: None
- M. Advisory Board Directory Editor Report:** Andrew Kindon: None
- N. Webmaster Report:** Rowena Mendoza: None
- O. Parliamentarian Report:** Valerie Venegas: None
- P. Publicity Chair Report:** Chris Gilbert told us that he will send out a press release form about the convention. Each chapter can use the form to send out to different news sources to talk about their successes at this convention.

- Q. Secretary of Standing Rules Report:** Chris Gilbert told us that the October 2014 version of the Standing Rules are online and are thus, out-of-date. He told us that he would send a 2016 electronic version of the Standing Rules to Rowena Mendoza, our webmaster, so that she could then update the Standing Rules on our website.

XIII. Discussion (Non-Action Items):

- A. Concurrently enrolled high school students in AGS:** Megan Lange asked if concurrently enrolled high school students were eligible to participate in AGS. Stephen Tootle stated that they can be in AGS and they can come to conventions. They must follow the college rules and they must have parental waivers. They definitely have to be monitored carefully if they come to conventions because they might be rooming with older students who are more likely to be involved in illicit activities.
- B. AGS Website:** Erik Fritz told us that he wanted us to talk about our new website. It was mentioned that it was functionally the same as our old website except the new one is better-looking. It was also mentioned that the information on the new website was often not up to date. It was decided that a committee should be formed to assist Rowena Mendoza with the content on our website. Chris Gilbert offered to be the chairperson of the committee and Erik Fritz, Kathy Headtke, and John Quevedo also volunteered to serve as members of the committee.
- C. Online Applications for Scholarships:** Jennifer McBride brought up the topic of having our scholarship applications be evaluated online versus sending out paper copies to the readers. She told us that it costs \$190 in postage for her to send the copies of the applications out to the readers. Several advisors suggested that we look into various companies that provide the ability to evaluate scholarship applications online with complete privacy. Valerie Venegas mentioned that there is a vendor called “Academic Works” that provides this service to Golden West College and it works well for her school. It was mentioned that hiring a company to do our scholarships online could be expensive. Currently the budget for scholarship evaluations is only \$300 and Jacqueline Faris mentioned that Scholarship Chair Jennifer McBride never spends the entire amount. Chris Kox suggested that we might be able to find ways to do the scholarship evaluations online more inexpensively using “Dropbox” and pdf. files. Jennifer indicated that she might try a pilot program using a few schools that are within driving distance to try online scholarship evaluations this coming year. That way, if there were any problems, it would be easy to get together with nearby readers to solve them.

- XIV. Announcements (Non-Action Items):** Because of FCMAT regulations, money raised by any club should go to a general fund in the school. (I was unaware that this was true.) To avoid this problem, the AGS chapter at Merced College gives all their money to their foundation on the basis that their chapter is an honor society and not a club. This may be

a possible solution for other campuses as well. At Golden West College, the powers that be would not allow them to move their raised money to their foundation on the basis that their chapter would not then be a club. This raised money issue may be future hassle for chapters on other campuses in the future.

We learned that at the meeting run by the student trustees in the morning that they had not been able to make a decision as to what should be the next year's state project. It was decided that they could wait until October to make their decision as to what the project should be. Jacqueline Faris indicated that the student meeting was not well-run and that we should discuss this further at the Fall Advisory Board Meeting.

- XV. New Advisor Orientation (following SAB Meeting):** This meeting was held on Friday night so there will not be a meeting after this one.
- XVI. Adjournment:** President Erik Fritz adjourned the meeting at 3:37 PM.