

***SGOC Executive Council Meeting
Regular Meeting Agenda***

DATE: Oct. 27, 2023

TIME: 1:30pm

VENUE: Bremerton, Washington

- **Call to Order – 1: 34 pm**
 - **Maggie - SGOC President**
- **Constitutional Purpose Statement**
 - **Jenna - SGOC Food Pantry/Office Assistant**
 - **Purpose**
 - We, the students of Olympic College, recognize the need for self-representation to initiate and promote student involvement in matters of concern to the student body. Therefore, we establish the Student Government of Olympic College to act as the democratic voice of the students and to engage the campus community through programming, services, and advocacy in accordance with the college mission. With these statements, we hereby ordain and establish this constitution and its By-Laws.
- **Roll Call**
 - **Jenna - SGOC Food Pantry/Office Assistant**

| | Present/Not Present |
|--|----------------------------|
| SGOC President (Non-voting member) Maggie Bartosovsky | P |
| SGOC Vice President Leahna Herrera | NP |
| SGOC Director of PR and Communications Kat Meredith | P |
| SGOC Director of Finance and Operations Zach Hanthorn | P |
| Director of Clubs and Student Life Matthew Fee | P |
| Program Coordinator (Non-voting member) Malikah Campbell | P |
| SGOC Food Pantry/Office Assistant (Non-voting member) Jenna Morrison | P |

- **Acknowledge of Visitors**
 - Heather Lukashin – Vice President of Student Development and Engagement
- **Approval of Agenda**
 - Zach motioned to approve the agenda; Matt seconded. Motioned carried.
- **Approval of Previous Meeting Minutes**
 - Zach motioned to approve the previous meeting minutes; Kat seconded. Motioned carried.
- **Public Comment**
 - None.
- **Special Orders**
 - None
- **Old Business**
 - Matthew Fee: summary of chartered Critical Book Theory Club
 - The club is planning to have their first meeting in the next week with 20 members.
- **New Business**
- Fund Request – Food Pantry Request Jenna Morrison
 - Jenna has a Fund Request in regard to the Friendsgiving events. She has already contacted Winco, Fishline, Town and Country, Olive Garden, Panera, Grocery Outlet, Buffalo Wild Wings, Little Cesars, Costco, Chipotle, and Trader Joes for donations regarding the event for all three Olympic College campuses. She is requesting \$3000 to help cover the expenses.
 - Q. Do you have a list of what you'd buy?
 - A. Yes, we currently have turkey, ham, and tofurkey. As well as décor, utensils, and plates. More will most likely be added closer to the event.
 - Q. What will you do with the excess funds?
 - A. Excess funds will go back into the account and will possibly be used for the food pantry.
 - Q. Have you contacted the satellite campuses?
 - A. I have been in-contact with the satellite campuses. Both have confirmed the date, time, and location of the event.
 - Q. What do you plan to do if there is excess food?
 - A. If we are able to donate any leftovers (dry goods) to pantry we will. Unfortunately, those we can't save will most likely have to be thrown away.
 - Q. Do you have a deadline for donors?
 - A. The deadline for donors is November 15th.
 - Q. What is the plan if there are not enough donations?

- A. We would use funds from this request to buy what we need if we did not get donations.
 - **Zach motioned to approve the fund request, Matthew Seconded. Motioned approved.**
- Shelton Gym Membership – Malikah Campbell
 - Malikah Campbell has conducted a policy in regard to the Shelton Gym Memberships, she wanted SGOC input and approval?
 - Q. Will it be under the individual student's name?
 - A. Yes, it's their membership we are just paying for it.
 - Q. How do we tell if a student is still enrolled?
 - A. They cannot reapply. We are just at the starting point.
 - Q. Do you have an estimate of the number of students who could use this?
 - A. Approximately 40 students per quarter but expecting this to be more since enrollment is up.
 - Q. Would seeing the data change the process?
 - A. SGOC reserves the right to amend and revoke this policy. This can be amended in an E.C meeting. We also can get the data from Anytime Fitness.
 - **Zach motioned to approve the Shelton Gym Memberships, Matthew Seconded. Motion Passed.**
- **Officer Report**
- **Maggie Bartosovky SGOC President**
 - Hosted the Pizza with the President event in Bremerton on 10/18 and in Shelton on 10/19. There were 83 attendees in Bremerton and 23 attendees in Shelton.
 - Attended a GCC meeting on 10/19 where we discussed our plans for this year with our council.
 - Researched possible wayfinding apps, including Mobile Up, Ready Education, Presence, and Campus Go. I had a meeting with Malikah and two of these companies, where we received demos of them.
- **Leahna Herrera SGOC Vice President**
 - Attended BOT meeting Oct. 17th, representing SGOC.
 - Worked with Melissa Rodriguez to have a Canvas Announcement regarding tenure.
 - Found students interested in Tenure meetings. I have created a form with upcoming dates and times, confirmed with students' which tenure they'd like to attend, sent them to the division and sent the stipend documents.
 - Interviewed 2 running start division candidates; perspective Shelton Senator.
- **Kat Meredith SGOC PR and Communications**

- Coordinated, tracked, and recorded class presentations, produced and distributed class presentation video to professors who requested it, and gave in-person presentations on the Bremerton and Poulsbo campuses.
 - Of the 23 classes (17 professors) that have reached out about class presentations via our form that was sent out to all employees, 7 requested a video option (30%).
 - Met with Molly Young and Mary Ly-Nguyen about SGOC canvas shell and created a detailed first-draft course outline.
 - Handled promotional materials for the Club Fair Spooktacular (flyers, TV slides, social media, etc.).
 - Currently working on the Fall Quarter Newsletter – have a hard deadline set for Oct. 30.
 - Attended goal meeting with Marty and team, as well as shared governance council meeting
- **Zach Hanthorn SGOC Director of Finance and Operations**
 - Working on spending plan for this year's Student Tech Fee
 - Created form to collect members for the S&A Budget Committee
 - Working to amend financial code with a policy for programs that go over budget
- **Matthew Fee SGOC Director of Clubs and Student Life**
 - Planning Club Fair. Turned in a workorder to set up Club Fair and making sure clubs know what to bring at Club Fair
 - Had Club Congress. We discussed Club Fair, Quarterly Update Form, and the Clubs website.
 - With all the clubs, I am looking to coordinate an advisor training with Malikah.
 - Students are interested in a debate and ping-pong club at Olympic College
- **Jenna Morrison SGOC Office Assistant/Food Pantry**
 - Winco and Fishline have both agreed to provide donations to Friendsgiving. Still waiting to hear back from others that have been contacted.
 - I am planning on shopping for the food pantry because it is low on various items. Additionally, the Fall Food and Hygiene Drive will begin on Tuesday, October 31st. An email will be sent-out on Monday the 30th by Patty from Resources. Boxes are being set up in various buildings across the Bremerton campus. Further, I would like a couple of boxes to go to Poulsbo and Shelton as well, so they will be involved.
- **Malikah Campbell SGOC Advisor**
 - Locker room quote coming soon.

- Wayfinding signs on-hold – Need to question this.
- Advisor training for Clubs.

- **Announcement:**

- None.

- ****** Adjourn - 2:07 pm**