



Community College District 3  
Kitsap & Mason Counties

## SGOC Executive Council Meeting

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### Regular Meeting Agenda

**Date:** Oct. 3rd, 2025

**Time:** 1:30pm

**Venue:** SGOC Office, Building 10, Room 116 or online at

<https://olympic.zoom.us/j/94816372666?pwd=ytA1f3lJ2Ci0U5TGeZ98GrqwtAK94J.1>

**Call to Order** - SGOC President, Christian Koehn

**Constitutional Purpose Statement** - SGOC Vice President, Isabelle Williams

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:

- **SGOC President**, Christian Koehn.....P/NP
- **SGOC Vice President**, Isabelle Williams.....P/NP
- **SGOC Director of PR & Communications**, Khi Tall Bull.....P/NP
- **SGOC Director of Finance & Operations**, Dylan Aniano.....P/NP
- **SGOC Director of Clubs & Student Life**, N/A.....P/NP
- **Office Assistant/Food Pantry**, Asha McMullens.....P/NP
- **Program Coordinator**, Samantha Stevens.....P/NP

### Acknowledge of Visitors

- Hideko Lyle - Director of Student Leadership & Engagement
- Hannah Knight - President of Women in Technology
- Maya Knight - Treasure of Women in Technology

### Approval of Agenda

Moved by: Isabelle Williams

Seconded by: Dylan Aniano

### Approval of Minutes

Moved by: Isabelle Williams

Seconded by: Dylan Aniano



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### **Public Comment**

N/A

### **Old Business**

N/A

### **New Business**

- Women In Tech Conference 10/24/25 - Requesting \$602.00 for one advisor and seven students to attend a conference in Seattle, WA

Requestor:

Hannah Knight

Purpose:

Funding is requested to cover transportation and meal costs for seven students and one advisor attending the Women in Tech Conference. The conference registration is free of charge

### Discussion Summary:

Initial Budget Presented:

Per Diem (meals): \$92 per person

Transportation (Ferry + Metro): \$17.50 per person

Total Request: \$876.00

Transportation Adjustments:

Hideko shared that a group rate is available for the ferry, and that the outbound trip to Seattle is free for groups (excluding Foot Ferry)

Return ferry trip cost: \$10 for the entire group

Metro fare: \$6 per person

Per Diem Clarifications:

Hannah Knight confirmed travel will begin at 7:05 AM, possibly too late to qualify for breakfast per diem depending on the Accounts Payable rules

Hideko noted that breakfast may not be reimbursed unless travel starts before 6-7 AM

Lunch and dinner are eligible for per diem if not provided by the conference



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The group agreed to remove breakfast from the budget to stay within policy

Updated Per Diem Total:

Lunch + Dinner per person: \$68

Total per diem for 8 people: \$544

Updated Transportation Total:

Metro (\$6/person) = \$48

Ferry (return only) = \$10

Total Transportation = \$58

Final Adjusted Budget:

Total Request: \$602.00

Motion:

*Motion to approve funding of \$602.00 for the Women in Tech Conference*

Moved by: Dylan Aniano

Seconded by: Isabelle Williams

Motion Carries

- Samantha Stevens - Rescind the 2025-26 budget line item that reallocated \$52,416 to RSE positions and return those funds to the original "Salary and Wages, Exempt Manager" line in the Leadership Development budget 55105

Requestor:

Samantha Stevens

Discussion Summary:

Purpose:

Correct the allocation by moving funds back to the intended exempt manager position (noted as Hideko Lyle's position).



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Clarification:

This adjustment does not change the overall budget total. It is a reclassification within existing funds.

Motion:

*Motion to rescind the 2025-2026 budget line item that reallocated \$52,416 to RSE positions and return those funds to the original 'Salary and Wages, Exempt Manager' line in the Leadership Development Budget, account 55105*

Moved by: Khi Tall Bull

Seconded by: Isabelle Williams

Motion Carries

- Samantha Stevens - Transfer \$85,000 from Reserves to Executive Council Spending (account 55124) to ensure funding for RSEs and student programming

Requestor:

Samantha Stevens

Purpose:

Amend the \$485,000 reserve allocation and ensure funding for Senators

Discussion Summary:

Action Proposed:

Transfer \$85,000 from 485,000 originally allocated to reserves to Executive Council Spending Budget

Motion:

*Motion for the \$485,000 originally allocated to Reserves be amended to allocate \$85,000 to account 55124 (Executive Council Spending) and \$400,000 to Reserves*

Moved by: Dylan Aniano

Seconded by: Khi Tall Bull

Motion Carries

- Samantha Stevens - Transfer \$52,460 from Executive Council Spending (55124) to Leadership Development (55105) to fund 8 student senators



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Requestor:

Samantha Stevens

Purpose:

Intended to fund 8 student senators, estimated at 8 hours/week

Discussion Summary:

Samantha Stevens clarified that the funds will be available either before or after the larger \$85,000 is deposited into Account 55124, depending on timing by the business office

Regardless of order, the \$52,460 allocation is guaranteed and will be processed

Clarifications:

The \$52,460 transfer is an estimate based on planned hours

Business office timing may affect sequencing, but funds are assured

Motion:

*I move about \$52,460 to be transferred from account 55124 to account 55105 to fund senator positions.*

Motion by: Isabelle Williams

Seconded by: Khi Tall Bull

Motion Carries

**Officer Reports**

- **SGOC President, Christian Koehn:**

Over the past two weeks, our team has been actively preparing for the upcoming school year. Currently, we have not yet held any Executive Council (EC) meetings; however, our first EC meeting is scheduled for this Friday. Most councils have not yet convened, so I do not have updates to report on their activities currently. Once all councils have met, I will be able to provide a more comprehensive overview.

We are currently finalizing Club Congress availability as we continue to receive responses from clubs. Additionally, I plan to attend the GCC meeting this Thursday at 3:00 p.m. with Shawn Best.

On October 13, I will be attending the Community Luncheon to provide visibility and networking opportunities for SGOC. Upcoming tasks include completing the October Board of Trustees (BOT) report. The BOT meeting is scheduled for October 14th.



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- **SGOC Vice President, Isabelle Williams:**

Over the past two weeks, I have been finalizing the forms for Student Senate and Tenure applications and collaborating with Khi (Dir. PR & comm.) to design the flyers. I updated the tenure committee spreadsheet to accommodate new tenure candidates and responded to emails regarding club chartering and other inquiries. I have been recruiting students for Senate and Tenure, although specific times for Tenure are still being finalized. I met with students interested in Senate and provided them with the proper paperwork. Additionally, I have attended a Board of Trustees meeting in place of our SGOC President to discuss our recent work and participated in a Learning Council meeting. I also have been a part of three Ranger Ready orientations to welcome new students and spoke on stage to Running Start students and answered their questions. I created a flyer for the Student Needs Survey and made the base design for the SGOC name tags. I also tabled at the Meet SGOC event and helped at the booth during Welcome Week.

The Learning Council reviewed its charter, emphasizing that it recommends (not approves) policy, and confirmed that meeting materials will be migrated from the old SharePoint to the new college intranet. Key projects discussed included the Academic Strategic Plan and the AI Syllabus Policy, which requires all syllabi to contain a statement on AI use (either a faculty-written version or the default policy statement). The policy is expected to be signed by the President soon. A major discussion centered on developing an interim Academic Dishonesty Appeal Policy, since appeals are no longer handled through Student Conduct. The interim plan will ensure a process is in place for this year while a permanent policy is developed. A subcommittee of faculty, staff, and a student representative will review appeals. The council also agreed to meet every other Thursday.

In the coming weeks, I will continue recruiting for Senate and Tenure, finalize Tenure session times, and attend a Tenure Committee meeting to encourage student involvement. I also plan to attend another Learning Council meeting this Thursday to stay updated on council business. Also, I plan on helping at the upcoming Town Hall.

- **SGOC Director of PR & Communications, Khi Tall Bull:**

Since the last Executive Council meeting, I have been actively settling into my role as Director of Public Relations & Communication. I recently attended the Washington CUSP (Council of Unions of Student Programs) Conference, where I gained valuable insights into leadership, communication style flexibility, learning techniques, and overcoming imposter syndrome. Over the past month, I participated in three Ranger Ready orientation leadership events for incoming students at Olympic College, where I also tabled to represent the Executive Council and engage with students directly. In addition to my event involvement, I completed several training courses, including Web Author Training, Title IX & Sexual Misconduct Training, Canvas Training, and Certified Peer Educator Training. I also served as a student body representative on the WISHES Assessment Plan Committee with Joshua Lane.

Throughout the quarter, I have designed and distributed a variety of promotional materials to support student engagement, including fliers for Executive Council meetings, the “Stop By, Say Hi, and Help Us Govern the Vibe” campaign, the OC Food Pantry Tour, and advocacy materials for the Student Senate and Student Tenure. I’ve also assisted with the Gifford display in Building 10 and worked at the Welcome Booth on multiple occasions to support campus outreach efforts. While I have not yet convened my councils, I plan to begin scheduling meetings with them soon.



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Looking ahead, I intend to complete the Mass Email Training and will be participating in the Halloween Event on October 31st in collaboration with OCAB. I remain committed to enhancing communication, promoting student involvement, and fulfilling the responsibilities of this role to the best of my ability.

- **SGOC Director of Finance and Operations, Dylan Aniano:**

Over the past week, I have double-checked that all SGOC budgets are accurate, responded to emails regarding club funding, and scheduled a meeting with Andres Vinas, Co-chair of the STF Council, to discuss our work regarding that council. I also discussed the weekly budget of approximately \$500 for the Bremerton Food Pantry with Asha, talked about increasing the allotted budget for the satellite campus food pantries, and began creating a personal system to track all SGOC budgets.

None of my councils have met yet, so there has been no work completed by the councils.

In the coming week, I plan to attend the meeting with Andres Vinas, complete the budget tracking system, and finish the required CPE training.

- **SGOC Director of Clubs and Student Life, N/A:**

N/A

- **Office Assistant/Food Pantry, Asha McMullens:**

Over the past two weeks, I have been stocking and reorganizing the food pantry, attending Kitsap Harvest with Cory Fox to learn about the donation process, and brainstorming recipes suitable for meal kits, such as Veggie Shepherd's Pie and Protein Spaghetti. I also stocked personal hygiene items, including deodorant, shampoo, and conditioner, discussed our weekly budget of about \$500 with Dylan, and created signage for the pantry explaining guidelines and weekly limitations. Additionally, I collaborated with Sam on a list of high-demand donatable items and worked with Khi to create posters for our upcoming food pantry tour event on September 29th from 12–2 PM.

Our council has been working hard to get accustomed to our roles, and everyone is doing a great job even during this first week. Coordination with Kitsap Harvest and the Nourishing Network is ongoing, which may be useful information for other councils interested in collaborating on food resource initiatives.

In the coming weeks, we have a food pantry tour scheduled for Monday, September 29th, to show students where the pantry is, how it operates, what items are available, and what donations are needed. I also plan to learn the pickup and donation process for the Bremerton Food Line, attend the Nourishing Network meeting (with Cory Fox?) on the first Tuesday of October, continue researching and developing recipes for meal kits, explore ways to acquire spices and seasonings, and conduct general research on local and college campus food pantries to improve our operations.

**Announcements:**

N/A

**Adjourn, time -**



1:58PM