



# Associated Students of Glendale Community College

## Executive Committee Minutes

June 30, 2023

8:00 AM

Location: GCC Verdugo Campus, Student Center (SC 208)

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- I. **Call to Order at 8:05 AM by President/Student Trustee Elin Gharibian**
- II. **Flag Salute**
- III. **Roll Call**  
**Present:** Elin Gharibian, Lilit Sarkisian, Erik Balian, Elizabeth Margaryan, Yervand Matevosian, Lori Avakian  
**Non-Voting:** Dr. Tzoler Oukayan, Advisor; Andre Manukyan, Advisor; Elise Dulay, Advisor
- IV. **Approval of Minutes – June 9, 2023**  
**MSC:** Lori Avakian/Yervand Matevosian
- V. **Approval of Agenda – June 30, 2023**  
**MSC:** Lilit Sarkisian/Yervand Matevosian
- VI. **Report of President/Student Trustee – Elin Gharibian**
  - At the Board of Trustee’s Meeting, it was stated that enrollment has positively increased.
  - The new Science building is going to be called Buena Vista.
  - In the tentative budget, student worker pay is taken into consideration.
  - On July 6, 2023, at 5:30 a focus group will be taken place for the new inclusion center.
    - One or two people from Executive Team should attend.
  - Vice President’s need to meet with an advisor once a week.
- VII. **Report of Administration Committee – Lilit Sarkisian**
  - Attendance sheet is being created.
  - Agenda and Minutes are being updated for each meeting.
- VIII. **Report of Finance Committee – Erik Balian**
  - Past VP of Finance has shared the jobs details.
- IX. **Report of Finance Committee – Elizabeth Margaryan**
  - Went over activity ideas for the upcoming semester with the last VP of Activities.
- X. **Report of Activities Committee – Yervand Matevosian**
  - No report
- XI. **Report of Relations Committee – Lori Avakian**
  - No report
- XII. **Report of Officers**
- XIII. **Reports of Governance/Special Committee Meetings**
  1. **Budget Committee**
    - There has been delayed tax fillings and revenue projections.
    - There has been forecasting of surplus of \$1.9 million.
    - There could be changed in the July Budget.
    - Maintain the use of one-time funds to support enrollment growth throughout outreach and marketing.
    - Finalizing a 5-year projection based on the three models.

**XIV. Guest Speakers**

**XV. Old Business**

**XVI. New Business**

**1. Approval of \$1000 for Office Supplies – AS Supplies**

**MSC:** Erik Balian/Lilit Sarkisian

**2. Approval of \$1500 for New Speakers and Mics – AS Equipment**

**MSC:** Lilit Sarkisian/Yervand Matevosian

**3. Approval of \$336 for additional expenses for Build-a-bear event - AS Assembly-Spring**

**MSC:** Yervand Matevosian/Erik Balian

**4. Approval of \$8,600 additional expenses for Honors & Awards Banquet - Budget Drawing  
Miscellaneous**

**MSC:** Lori Avakian/Erik Balian

**5. Approval of \$300 for Retirees Recognition Sponsorship - AS Sponsorships**

**MSC:** Lilit Sarkisian/Lori Avakian

**6. Senator Recruitment and Interviews - Discussion Item**

- Around 50 people filled out the application.
- The application deadline is being extended to
- More outreach needs to be done for the applications.
- Reach out for students with more backgrounds.
- Attend to different classrooms and reach out to discuss about responsibilities of ASGCC.
  - Mass email students and professor to get the word out.
  - Post on Instagram about applications and branching out to new and upcoming students.
  - Opportunity to set up a table on July 12, 2023, 10 AM to 6 PM at the enrollment day event in Sierra Vista third floor.
- Last two weeks of July, Interviews will be taking place for new senators.
  - The VP need to be present in all the interviews or not participate at all.
  - One advisor will be present in the interviews.
  - The questions are crafted for the interviews.
  - A doodle poll will be sent out for the Executive team schedules.
  - The interviews will be in-person, and for abroad students will be online.

**XVII. Reports of Advisors**

**Tzoler Oukayan**

- Make sure to attend the Training days that were scheduled.
- The dates for orientation and retreat will be announced by next week.
- Check the email at least once per week.
- Some governance committees are continuing in the summer.
  - ASGCC Executive team will be responsible for student representation.
- One meeting should be set up before next week ends for the ASGCC Executive Team.
- The inclusion center focus group will be taking place on July 6, 2023, at 5:30 PM.

**Elise Dulay**

- The goal of the summer is to get everyone ready and do most of the work so the start of the semester will be as easy and smooth as possible.
- Remember to communicate and keep the advisors in the loop.

**Andre Manukyan**

- The money for US Treasuries is taking a while to establish an account.
  - Banking documents are being requested.
  - The latest 20 auctions will be analyzed, and the rate will be determined and recommendations to change the allocations will be given.

**XVIII. Announcements/Information**

**XIX. Adjournment at 9:19 AM**

**MSC:** Erik Balian/Yervand Matevosian

**Submitted by Lilit Sarkisian  
Vice President of Administration  
July 3, 2023**