

Auxiliary Services Committee Minutes



Facilitator: Dr. Michelle Garcia **Date:** 10/14/2021

Time: 1:00 p.m.

Recorder: Dorothy Bush Location: Zoom

Vision:

Compton College will be the leading institution of student learning and success in higher education.

Mission Statement:

Compton College is a welcoming and inclusive community where diverse students are supported to pursue and attain student success. Compton College provides solutions to challenges, utilizes the latest techniques for preparing the workforce and provides clear pathways for completion of programs of study, transition to a university, and securing living-wage employment.

ATTENDEES:

- X Trapp, Eboni
- _X_ Dominique Ellis-Dorr
- _X_ Bernaudo, Jose

X Bush, Dorothy X Clark, Lewis _X_ Garcia, Michelle X Howard, Genee X Dawson, John'Ta

Minutes

- Introductions
- Roll call: Everyone is in attendants.

Committee Purpose

- Dr. Garcia stated, Dorothy serves as our Classified person that assist us with note taken.
- Dr. Garcia thanked everyone for being at meeting, it's a fun committee because we get to give funding out for support to our students and the programs that's put on by our faculty and staff to get students to where they need to be and to support them outside of the classrooms.
- ASC receives funds from several different sources mainly from;
 - Cafeteria (collections from sells of food)
 - Student Fees (comes from student activities)
 - Vending Machines (collections from sells of food, etc.)
- Dr. Garcia shared screen of the agenda with committee.
- All of these fees are put in one account and that account goes toward student programming. Part of what ASC does is to put out a call for funding to see if staff want to do additional outside workshops, training and students focus programming. Review applications and as a committee, we decide where we want these dollars to go.
- Usually, it's a semester long process but, we don't meet very often. So, what we're going to do today, is go over the process itself to the beginning to the end and look at the timelines. Let me know if this timeline work for you, have suggestions or edits to this timeline that we're going to put forth.

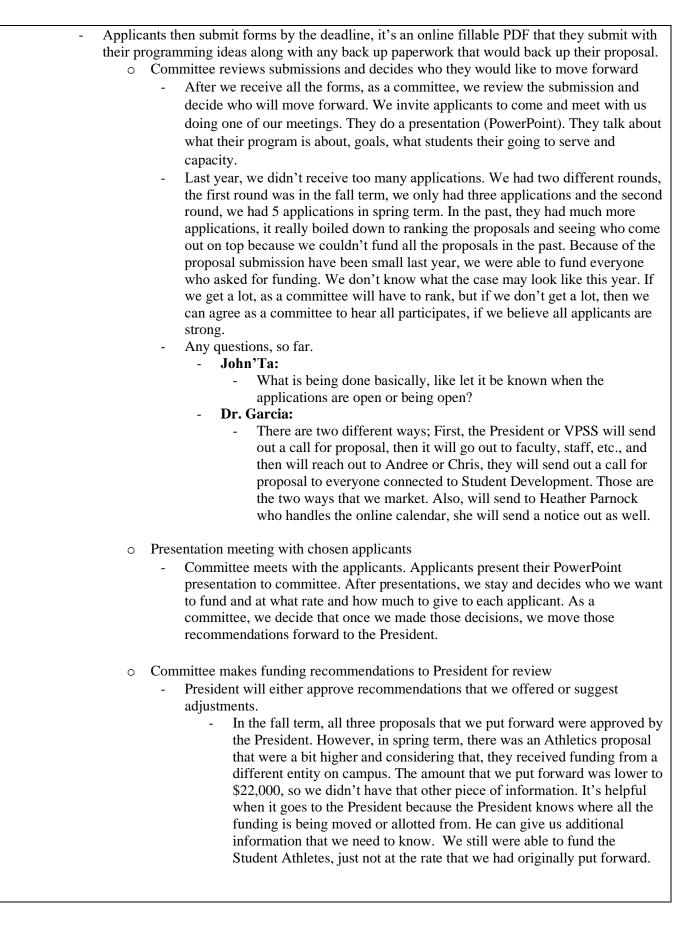
Review of application process

- President and/or VP of Student Services sends out a call for proposals
 - For those of you who are new on this committee, it's important to know all the steps. We start with the President and Vice President, Student Services, they send a call out for proposals based on our recommendations.
- Applicants submit forms by the deadline
 - Today, we're going to decide what those dates look like.



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- President approves or suggest adjustments and ASC Chair notifies committee and applicants of the outcome.
 - After, President approve or give adjustment recommendations, we will move forward with the final recommendations.
- o ASC Chair works with Business Office to disburse funding
 - As the Chair, she will work with the Business office to disburse funds to applicants. So, those that applied for last spring term, they have received their funding that they applied for.
 - There were five applicants that we approved; Transfer & Career Center, STEM, Athletics (missing one more).
 - Any questions, comments or concerns?
- Review of PDF Application
- Dr. Garcia Shared screen and discussed the PDF application with committee.
 - **NOTED:** For the Co-Curriculum and Extra-Curriculum programming. It need to be geared specifically toward students and only students. We have had a staff in the past to request funding for an extra hourly or provisional staff and that is not allowed. These funds must be for students and cannot be to pay any kind of staff or extra faculty payment.

- Review of proposed timeline for application submission and processing

- Today, October 14th Discussion of proposed application and timeline
- Monday, October 18th Send out applications campus wide (no meeting)
- November 3rd at noon Deadline for submission of applications (no meeting)
- November 4th Review of applications (ASC MEETS)
- November 5th Invitations sent out for presentation meeting (no meeting)
- November 18^{th -} Funding request presentations and funding decisions made (ASC MEETS, may need to be a longer meeting)
- November 22nd Submit recommendations to President Curry
- \circ December 14th Notices are sent out to budget managers

Motioned to approve timelines

- > John'Ta -1^{st} motioned to approve
- > Dominque -2^{nd} motioned to approve
- ➢ All in favor Yes
- Dr. Garcia will update application ASAP and will send out to committee first for final review before she forward out to our leadership team to disburse out to campus.
- Thanked everyone!

Meeting Adjourned: 1:30pm

Next Scheduled Meeting: November 4th, 2021 at 1pm