



Associated Student Government

ASG Board Meeting - Minutes

October 5, 2026 | 11:00 AM – 1:00 PM

Location: ASG Office (C-10) or Zoom: <https://tinyurl.com/ASG-BCC-2627>

I. Call to Order

The meeting was called to order at 11:11 am by Vice President Itzel Toloza

II. Roll Call

a. Members Present

- i. Itzel Toloza
- ii. Brie Ballard
- iii. Jasmin Blake
- iv. Miracle Charley
- v. Kimberly Contreras
- vi. Maria Charley
- vii. Littlefeather Medina
- viii. Ashley Coronado-Henriquez

b. Excused Absence

- i. Jonathan Eldreth
- ii. Mariana Harari

c. Unexcused Absence

- i. Bianca Napoles
- ii. Jayah Williams

III. Approval of Agenda (Action)

A motion was made to approve the Agenda. 1st Jasmin, 2nd Kimberly

IV. Approval of Minutes of 9/21/2026 Meeting (Action)

A motion was made to approve the minutes from 9/21/2026 meeting. 1st Mariana, 2nd Jasmin.

V. Public Comment (Maximum of three speakers, limited to 3 minutes each) (Discussion)

VI. ASG Report Outs

a. President – Bryanna Wheeler

- b. Vice President** – Itzel Toloza Arredondo
- c. Secretary** – Brie Ballard
- d. Treasurer** – Bianca Napoles
- e. Region IX Representative** – Jonathan Eldreth
- f. Trustee** – Jasmin Blake
- g. Senators** – Miracle Charley, Mariana Harari, Kimberly Contreras, Jayah Williams, Maria Charley, Littlefeather Medina, Ashley Coronado-Henriquez

VII. Committee Report Outs

- a. BP/AP Subcommittee** (TBD) – Bryanna Wheeler, Jasmin Blake
- b. Business & Finance Committee** (4th Wed., 12:30-1:30p) - Maria Charley
Reviewed and approved prior minutes. Michelle Christopher Brooks presented the 2026-2027 adopted budget. A vote was introduced to add a Classified Senate seat to the committee structure. College finances were reported as healthy. Next Meeting: October 28, 2026.
- c. Calendar Committee** (2nd Wed., 12:30-1:30p) – Bryanna Wheeler
- d. College Governance Committee (CGC)** (Last Wed., 3-5p) – Bryanna Wheeler, Jasmin Blake, Jonathan Eldreth
Classified members being added to CGC membership. Committees/work groups under review for relevance; the IEC work group discussed possible merger with CGC. Reviewed Vision 2030 against the state’s chancellor’s office plans. Next all-college meeting October 6; next CGC Dec. 2 (shifted around holidays)
- e. Commencement Committee** (Spring as Needed) – Jasmin Blake
- f. Curriculum Committee** (4th Friday, 10a-12p) – Kimberly Contreras
Meets 1st and 3rd Wednesdays 12:30 – 1:30; next meeting is October 7. No updates. Date corrections needed on paperwork.
- g. Distance Education & Instructional Technology** (4th Tues., 12:30-1:30p) – Ashley Coronado-Henriquez
Approved proposed revisions to AP 4115, sent to Academic Senate. RFI evidence templates clarified as optional. New RFI training module due October 18. Discussed Canvas Commons templates, third party software review process, and human-first language in the developing AI policy. Suggested ASG help gather student feedback on Orientation tutorials. Next Meeting Oct. 27.
- h. Enrollment Management Committee** (3rd Thurs., 2-3p) – Bianca Napoles

- i. **Equal Employment Opportunity (EEO) & Diversity Committee** (3rd Wed., 10-11a) – Jayah Williams
- j. **Institutional Effectiveness Committee (IEC)** (3rd Tues., 3:30-5p) – Miracle Charley
- k. **Professional Development & Recognition Committee** (4th Mon., 3-4p) – Itzel Toloza
Reviewed seven PD fund applications within a one-hour window; one abstention on the top scored application due to weak support in the proposal. Applications must detail what the applicant brings back to the college. Membership revision re: Classified Senate discussed. Next meeting October 26.
- l. **Program Review Committee** (2nd Mon. 1:30-3p) – Itzel Toloza, Brie Ballard
- m. **Pride Planning Work Group (Formerly Pride Planning Committee)** (1st & 3rd Tues., 2–3p) – Ashley Coronado-Henriquez
Discussed a passed Senate bill allowing students, faculty, and community to speak one-on-one and anonymously with counseling about alleged harassment/violence without mandatory reporting. Discussed community partnerships and possible LGBTQIA+ unity center. Next meeting October 20, October 6 meeting was canceled.
- n. **Safety Committee** (3rd Tues., 12:30-1:30p) – Mariana Harari
- o. **Student Equity & Achievement Committee (SEA)** 2nd Mon. 10–11a) – Littlefeather Medina
- p. **Technology Committee** (2nd Tues., 11a-12p) – Miracle Charley
Classified leave suggestion discussed. Large volume of phishing attempts; staff advised to report via the ticket system, not by forwarding.

VIII. Unfinished Business

- a. **On-Campus Childcare** (*Discussion*) – Kimberly Contreras/Bryanna Wheeler
Bryanna met with college grant writer and Dr. Don. The group is pivoting from a grant model to a tiered sponsorship model. The top tier would involve a company taking on the liability. Outreach made to IHP, J.W. Anderson, and Walmart; IHP cited the need to complete liability. Funding scaled to company contribution.
- b. **Resource Fair** (*Discussion*) – Bryanna Wheeler
- c. **Stories in Every Bead (Formerly Powwow)** (*Discussion*) – Littlefeather Medina
Live bead making demonstration on the significance of beadwork in

Indigenous/Native American culture, bracelet supplies, and raffle prizes. Vendor Cheyenne confirmed willing to attend; formal vendor documentation being sent. Still securing a beader for the live demo. The first 40 attendees get a meal ticket.

d. Land Acknowledgment Banner (*Discussion*) - Jasmin Blake

Research found that College of the Redwoods opens board meetings with a land acknowledgment and publishes it on the superintendent's blog. Plan; bring a statement to the board of trustees at the October meeting, then explore adding it to the website.

e. Student ID Cards, Discounts (*Discussion*) – Kimberly Contreras

Each member recruits one local business for a student discount (shown with paid activity fees). Commitments: a member's family restaurant will offer a free drink with purchase (small business, no large discount); Itzel to reach out to her family business; Fabi's Taqueria is a possible lead. Jessica's donation/discount letter and an existing flyer are pending approval and will be shared in teams chat.

ID card distribution issue: No mass email was ever sent out as promised. Students must go to welcome center to request cards; supply was limited and a waiting list is being worked through before any mass email.

f. Halloween Event (*Discussion*) – Bryanna Wheeler

October 20, Costume contest 12:30-1:30 pm (students and staff judged separately); office decorating ~4:30 pm. Trophies special ordered for 1st/2nd/3rd. First place prize: the Switch purchased by last year's ASG. Office decorating 1st place: lunch for the winning department (up to \$100); 2nd/3rd: Gift cards from Mia and Jess. Setup in lobby around 11 am.

g. Halloween Boo Grams (*Discussion*) – Bryanna Wheeler

\$5 each via a Microsoft form (recipient info, message, payment); recipient gets a card and a Halloween-themed pen, picked up in office or delivered. Only three responses and \$15 collected so far; supplies will likely cost more. In-person payment: drop money in office for Jess. Deadline extension pending Jess's confirmation.

h. Participatory Governance Committees (*Discussion*) – Bryanna Wheeler

i. ASG Budget (*Discussion*) – Mia Torres

Fiscal year runs July 1 – June 30. Current balance ~\$87,000 (up from \$72,410). Largely from student activity fees and student representation fees. The group has used roughly 10% of it. Not a guaranteed carryover to next year. Accessible in Teams Shared > Budget folder – view only, DO NOT EDIT! (Jess updates manually to avoid conflicts with the business office).

IX. New Business

- a. Transfer Wrapped** (*Discussion*) – Jayah Williams
- b. Finals Week – December Finals Prep** (*Discussion*) – Jayah Williams
- c. Hispanic Heritage Month Event Support** (*Discussion*) – Mia Torres
 - Crafts Table/ASG Info Table
 - 10/15, 3-6p
- d. Meals on Wheels at the Senior Center** (*Discussion*) – Mia Torres
 - Volunteers Needed (Thanksgiving Day)
- e. Día De Los Muertos Event, Lunch \$2,000** (*Action*) – Mariana Harari
Tabled until next meeting.
- f. Advocacy Academy, December 3-6 Travel** (*Discussion*) – Mia Torres
 - Who can commit to going

Cost ~\$1,500 per student; sending all 13 members would be ~\$20,000, a major budget hit. Recommendation from Mia and Jess: Send the e-board (President, VP, Secretary, Treasurer); Region IX members are covered separately. Any unavailable e-board slots open to available senators. Travel Dec 3, Return Dec 6 (Sunday). To be voted on at the next meeting.
- g. Student Activities Fee** (*Discussion*) – Mia Torres
Many students are not paying the fee because they don't see the value or get carded at events. Proposal: A social media campaign (with Miracle), Kiosk/welcome center flyers showing where fees go, QR codes linking Instagram/Tiktok, and classroom visits (once a month, with faculty permission) to explain fees and events. Ashley raised that nobody knows what ASG is; cited Maddie's classroom visits as the model that worked.
- h. Additional Content Creation Equipment \$100** (*Action*) – Miracle Charley
Tabled until next meeting.
- i. Swag Items for Conference \$500** (*Action*) – Bryanna Wheeler
Tabled until next meeting.
- j. First Aid Kit** (*Discussion*) – Mia Torres
The ASG office has no kit, but one is available in the financial aid office. Members may have to log reports and allocate funds if a kit is added here. The group decided the financial aid office is close enough. (Note: Mia is backup building safety officer)
- k. Student Parent Engagement Center** (*Discussion*) – Mia Torres
A dedicated family-friendly flex study space for student parents (distinct from childcare) is a strong advocacy opportunity tied to California Community College changes. September was Student Parent Awareness

Month. Members are encouraged to advocate via Jasmine, Bryanna, and Mariana who meet with Dr. Baz; options include hosting an awareness event or petition.

l. ASG Calendar (*Discussion*) – Mia Torres

The teams calendar does not send notifications. Decision: Mia will send outlook Calendar invites to student emails for events and committee meeting time blocks. Reminders scheduled a week before, the Monday before, the day before, and the day of. Members declining an event should not the reasons, as Jess tracks excused vs. unexcused absences. Members told to report missing committee invites/Zoom links from committee chairs.

m. Approval of Items for Halloween Events (*Action*) - Bryanna Wheeler

- To include supplies, prizes, and other items as needed.

Tabled until next meeting

n. Student Parent Support Group (*Discussion*) - Mia Torres

X. Future Agenda Items

a. ASG Event Planning – clear setup, coverage, and cleanup assignments with arrival times and time management.

XI. Announcements

XII. Next Meeting

a. 10/19/2026, 11:00 AM

XIII. Adjournment

a. A motion was made to adjourn the meeting. 1st Jasmin, 2nd Ashley. The meeting was adjourned at 12:42 pm by Vice President Itzel Toloza