



# WESTERN NEVADA COLLEGE

Associated Students of Western Nevada

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ASWN Meeting Minutes	DATE: 11-15-19	LOCATION: Dini 105
Members Present	Heather Rikalo (Advisor), Ben Miller (Pres.), Gabrielle Clark (VP), Julia Cruz G. (Treasurer), Jennifer Sanchez (Secretary), Desirae Blunt-Lamkey (Senator), Ray Freeman (Senator), Addison Fredeen (Senator)- tardy, Diana Enriquez-Alanis (Senator)- tardy.	
Members Missing	Yamillen Castillo (Senator), Hailey Benson (Representative)	
Guests	Matt Davis, Susan Trist, Kayla Sankaran, Dianne Hilliard, Coral Lopez	

Agenda Topic	Approval of Minutes for 10/24/19, 11/1/19
Action Taken	<ul style="list-style-type: none"><li>• Diana motioned to approve the minutes of 10/24/2019 with the corrections made, while Desirae second.</li><li>• vote: 3-0-0,</li><li>• 11/1/19 minutes was motioned to table by Desirae, second by Diana.</li></ul>
Summary of Discussion	Approval of 10/24/2014 minutes.
Assignments/Potential Agenda Items	None.
Comments/Information	A revision was made for 10/24/2019 minutes.

Agenda Topic	Budget Approval of up to \$650.00 for Britta Filters
Action Taken	<ul style="list-style-type: none"><li>• Desirae motioned to approve a budget of \$650.00 for six new Britta Filters, while Ray seconded.</li><li>• Vote: 3-0-0</li></ul>
Summary of Discussion	ASWN approves \$650.00 budget to provide WNC with six new Britta Filters.
Assignments/Potential Agenda Items	None.
Comments/Information	<ul style="list-style-type: none"><li>• Each individual Britta filter is worth \$100.00</li><li>• WNC needs six new Britta filters.</li></ul>

<b>Agenda Topic</b>	Vote to approve Procurement Process Policy, Information and Technique (ICT) Accessibility Plan (Susan Trist)
<b>Action Taken</b>	Diana Enriquez motioned to approve the ICT Accessibility Plan, while Ray Freeman second. Vote:3-0-0, Ray approves, Diana second Procurement Policy Desirae approves; Diana second 3-0-0
<b>Summary of Discussion</b>	Susan speaks on the ICT Accessibility Plan and the new change that will be done.
<b>Assignments/Potential Agenda Items</b>	None
<b>Comments/Information</b>	<p>Susan Trist: NSHE- Accessibility committee course, website.  -two primary areas impacted by Accessibility:  1)Blind people or people with low vision.  2) Deaf people or hard of hearing  EX: Can't hear an explanation of an image that's being projected in class. Who or how will you understand? or if you're blind.</p> <p>-Board of Regents Policy:</p> <ul style="list-style-type: none"> <li>• Each institution can develop their own policy.</li> <li>• Tic Tac has been working on own policy for this specific issue.</li> </ul> <p>-Policy: Purchasing procurement i.e. software resources available for faculty and staff.</p> <p>-Ben Miller: How does the software connect to everyone?  Susan's response: your My WNC, a blind person can't use a mouse they need a direct tab.</p> <p>-Gabrielle Clark: What do I say to students regarding the policy?  Response from Heather and Susan: Faculty and staff can purchase a software that's compliant and accessible for everyone.</p>

<b>Agenda Topic</b>	Vote to approve Revised Policy 7-5-4: Fee Refunds (Coral Lopez)
<b>Action Taken</b>	Ray Freeman motioned to approve the revised policy 7-5-4 Fee Refunds while Desirae second Vote: 3-0-0
<b>Summary of Discussion</b>	Coral Lopes further explained how Policy 7-5-4 Fee Refund was revised and ASWN agrees with the new changes.
<b>Assignments/Potential Agenda Items</b>	None.
<b>Comments/Information</b>	<p>Coral Lopez and Dianne:</p> <ul style="list-style-type: none"> <li>• Joint policy from Admissions and Records students can withdraw the first five days of classes and get a 100% refund.</li> <li>• New Policy: second and third week of full-time classes receive 50% refund rather than no refund.</li> <li>• Only NSHE school (WNC) without any 50% refund due to our strict policy.</li> </ul>

	<ul style="list-style-type: none"> <li>• Why change this policy? To benefit students whether they like or dislike their classes. WNC cares for its students and wants to give them the opportunity to decide accordingly a withdrawal or not.</li> <li>• Short-term classes: -current policy: withdraw the day before class. -change: Can drop after the first day with 100% refund or 20% of class with a 50% refund.</li> <li>• Heather: ASWN does not have full quorum and cannot act or vote upon this agenda item.</li> <li>• Ben Miller: Diana present at 2:15 PM</li> <li>• Gabrielle Clark: How do I know what 20% of my classes are? Response by Coral Lopez: One week of a five-week class Dianne: You get a communication.</li> <li>• Coral Lopez: If approved by ASWN, will be taken to Board of Regents and will be in effect until next Fall semester.</li> </ul>
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<b>Agenda Topic</b>	Feedback on WNC website
<b>Action Taken</b>	None.
<b>Summary of Discussion</b>	Kayla-new tech for WNC website wants feedback on homepage from ASWN.
<b>Assignments/Potential Agenda Items</b>	None.
<b>Comments/Information</b>	<ul style="list-style-type: none"> <li>• Kayla: working on link issues with a new update so it becomes mobile friendly.</li> <li>• Gabrielle: No student feedback yet. personal opinion, it's great, likes quick links.</li> <li>• Diana and Desirae: Forms are not accessible and friendly such as V1- verification form becomes processed, but faculty receives an error form.</li> <li>• Kayla: Forms do not exist if that happens. contact: <a href="mailto:kayla.sankaran@wnc.edu">kayla.sankaran@wnc.edu</a> for any doubts or concerns with the submission of any online forms.</li> <li>• ASWN: website is modern and easy access for most things.</li> </ul>

<b>Agenda Topic</b>	Approval for up to \$3,000 to be spent on Awards and Appreciation 2019-2020
<b>Action Taken</b>	Desirae motioned approval of \$3,000 towards Awards and Appreciation 2019-2020 to be tabled Diana second vote: 4-0-0
<b>Summary of Discussion</b>	Agenda item is tabled as ASWN is not yet prepared to work on this event and it's not occurring till next semester for 2020 spring semester.
<b>Assignments/Potential Agenda Items</b>	None.

<b>Comments/Information</b>	<ul style="list-style-type: none"> <li>• Julia Cruz needs to figure out what our budget request will be.</li> <li>• Addison Fredeen joins at 3:13PM</li> <li>• Heather: "A small planning committee for this event should be made".</li> <li>• Desirae: Believes we should set a \$3,000 budget in order to limit our budget for the things we can afford.</li> <li>• Heather: Disagrees as we need a proper proposal for a budget.</li> <li>• ASWN comes to an agreement to table the agenda item.</li> </ul>
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<b>Agenda Topic</b>	Approval to charter the psychology club for the remainder of 2019-2020 term.
<b>Action Taken</b>	<ul style="list-style-type: none"> <li>• Addison motions to approve agenda item while Ray second.</li> <li>• Vote: 4-0-0</li> </ul>
<b>Summary of Discussion</b>	Matt, president for the psychology club speaks about the club and its interest in helping any student or person with any psychological problems they may have.
<b>Assignments/Potential Agenda Items</b>	None.
<b>Comments/Information</b>	<ul style="list-style-type: none"> <li>• Gabrielle to Matt: "Do not need to come to the meeting in order to be chartered".</li> <li>• Matt: Does not mind, he is more than happy to attend ASWN meetings.</li> <li>• psychology club meets on Dec. 4, 4-5:30 PM at the library in Dini building</li> <li>• Their advisor is Rebecca Bevans.</li> <li>• Matt shares his story as a veteran who dealt with PTSD and anxiety.</li> <li>• Event: Therapy dogs for stress at the library in Dini during finals week.</li> <li>• Heather to Matt: A reservation must be made in order to have the event at the library.</li> <li>• Matt takes it into consideration.</li> </ul>

<b>Agenda Topic</b>	Approval to charter the WNC Chess and Board games club for remainder of 2019-2020 term.
<b>Action Taken</b>	Addison approved, Ray second. Motion passes. Vote: 4-0-0
<b>Summary of Discussion</b>	Club provided statement, and ASWN can now approve/charter them.
<b>Assignments/Potential Agenda Items</b>	None.
<b>Comments/Information</b>	The club meets in the game room at Dini Building.

<b>Agenda Topic</b>	Ideas for events in months Nov./Dec.
<b>Action Taken</b>	None.
<b>Summary of Discussion</b>	ASWN has ideas for Christmas that will benefit our community.
<b>Assignments/Potential Agenda Items</b>	None.
<b>Comments/Information</b>	<ul style="list-style-type: none"> <li>• 3:41PM Advisor Heather Rikalo leaves.</li> <li>• Desirae: (Fallon Event) <ul style="list-style-type: none"> <li>-Cocoa, Dec. 2nd</li> <li>-Chocolate kisses \$5 crafted gift bags</li> <li>-need \$235 for supplies</li> <li>-need \$125 for tree decor.</li> <li>-toys for tots</li> <li>-glow sticks</li> <li>-Nintendo switch \$300- for food drive Dec. 2nd</li> <li>-\$930 for all events- approval needed.</li> </ul> </li> <li>• Gabrielle: <ul style="list-style-type: none"> <li>-Toys for tots- need communication w/ founder.</li> <li>-Finals week: donuts and coffee</li> <li>-Goal: 500 toys.</li> </ul> </li> </ul>

<b>Agenda Topic</b>	Committee Meetings - Reports.
<b>Action Taken</b>	None.
<b>Summary of Discussion</b>	ASWN members attend their committee meetings and report back to ASWN group.
<b>Assignments/Potential Agenda Items</b>	None.
<b>Comments/Information</b>	<ul style="list-style-type: none"> <li>• Addison Fredeen: Auxiliary Committee; Mitch from the cafe: sales are good.</li> <li>• (WNC) Bookstore is working on their current issues.</li> <li>• Cafe closes Dec.13th, before and after Thanksgiving.</li> <li>• Fallon: Bookstore and Cafe needs to be worked on as they aren't succeeding.</li> <li>• Vending machines are problematic in Fallon.</li> </ul>

<b>Agenda Topic</b>	Adjournment
<b>Action Taken</b>	Meeting Adjourned by Ben Miller at 4:04 PM
<b>Summary of Discussion</b>	Adjournment.
<b>Assignments/Potential Agenda Items</b>	None.
<b>Comments/Information</b>	None.