



**EXECUTIVE  
BOARD  
MEETING**

**ASSOCIATED  
STUDENTS OF  
CLAREMONT MCKENNA COLLEGE**

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**EXECUTIVE BOARD MEETING (VIRTUAL)**

**April 4, 2021**

**Attendance was NOT mandatory**

<b>Officer</b>	<b>Position</b>	<b>Present/Absent</b>
Katherine Esther Almendarez 1	President	Present
Sam Harrison 1	Executive Vice President	Absent
Cindy Lay 1	Chief Ethics and Procedural Officer	Present
Amadeo Cantu-Trevino 1	Vice President of Student Activities	Present
Jon Joey Telebrico 1	Vice President of Campus Organizations	Present
Desmond Mantle 1	Chief Financial Officer	Present
Theodore Siasat 1	Diversity and Inclusion Chair	Present
Peyton Ogasawara 1	Comptroller	Present
Caroline Bullock 1	Chief Operating Officer	Present
Zane Yamamoto 1	Class of 2024 President	Present
Amari Huang 1	Class of 2023 President	Present
Sobechukwu Uwajeh 1	Class of 2022 President	Absent
Grace Wang	Class of 2021 President	Present
Josh Nagra 1	Presidential Advisor on Mental Health	Present
Diana Hernandez 1	Presidential Advisor on Consortium Relations	Present



Nisha Singh	Presidential Advisor on Campus Reopening & Culture	Absent
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**I. Agenda 4/4**

- II. Welcome
- III. Approve [3/28 Minutes](#)
- IV. Civil Rights Taskforce with D&I Committee
- V. Media Policy
- VI. Onboarding pt 2
- VII. Open Forum

**II. Welcome**

Call the meeting to order at 4:08 PST

**III. Approve 3/28 Minutes**

Motion to approve the 3/28 minutes: Zane Yamamoto

Seconded: Desmond Mantle

Vote:

Aye: 7

Nay: 0

Abstain: 3

Motion passes to approve the 3/28 minutes.

Amari: asks to have minutes so that members can make suggestions in case they have any qualms

**IV. Executive Officer Updates**

Katherine: Does anyone have any updates?

President: Katherine Esther Almendarez	We have been working with Cindy and Sam to work on logistical stuff for onboarding! Make sure to schedule Calendly meeting
EVP: Sam Harrison	



CEPO:	Election committee will be meeting soon, need to know to organize a special election
VPSA: Amadeo Cantu-Trevino	We are going to do another round of hello fresh, the first 100 kids who signed up and receive from the first round will be excluded and the other 200 who signed up will receive first priority
CFO:	
D&I:	
DAC:	
Controller:	
COO:	
Class of 2024 President: Zane Yamamoto	A joint event with Sobe and Amari because sobe's class budget is almost completely unused
Class of 2023 President : Amari Huang	
Class of 2022 President: Sobechukwu Uwajeh	
Class of 2021 President: Grace Wang	
Presidential Advisor on Mental Health	
Presidential Advisor on Consortium Relations: Diana Hernandez	
Presidential Advisor on Campus Reopening & Culture:	



## V. Civil Rights Taskforce with D&I Committee

Presentation:

<https://docs.google.com/document/d/1LOmLRhCDTdKHCrao81aWNX6bB4pXhiliLFu7U2phsnY/edit?usp=sharing>

Diana Hernandez: D&I committee met with faculty to create a civil rights taskforce. Mission to empower students of various diversities and identities. Student led group separate of CARE or any CMC structure on campus. Kind of like advocates, a group of students who you could reach out to if you have experienced any microaggression on campus. Extremely helpful as we transition to campus. Different advisory boards- RA advisory board, parent/alumni/ Soll center, faculty/ Claremont board, etc.

All members of the task force would have the same training as CARE fellows along with interactive training. Created with vince and Diana's taskforce. These group of students would help students decide if they want to report on an institutional level, and if they just want a conversation.

Application will be sent out next week on Wednesday, and they need to answer certain questions. To make the application process as equitable as possible each applicant will be given an interview.

A pilot program will be launched this fall, and hopefully it will eventually become a permanent program on campus, and hopefully committee members will eventually be compensated via D&I funds.

Theo: Thanks Diana, If a student were to go to any of the taskforce workers, would all the workers on each task force be generally trained to deal with all situations?

Diana: Yes they would. Some people will have specialties in certain areas but each would receive general training

Theo: How would you determine which students would specialize on what board

Diana: When you get to apply you get to choose what board you want to join so that we don't force anyone onto a board. The training received will be the same as the CARE training but also looking for off campus training, also working with the people who run advocate training

The faculty is concerned with how some of the faculty are involved. If there is a microaggression does the student communicate to the group or the faculty report it. Diversity and Inclusion faculty are at the forefront of applying it and spreading it. We are planning to meet with chodosh.

Amari: What does the CARE center training look like?



Diana: training will focus on developing an understanding of diversity and inclusion terminology and help members use them in conversation. Actively prepare the ambassadors to respond to highly-sensitive situations in a manner that benefits the needs of the student reporting the incident. They must document every encounter but the student's identity will remain anonymous. Third, equip members of the task-force with the necessary tools to address each situation with empathy, compassion, and self-care. Creating hypothetical situations and acting them out. Distinguishing terms and determining how to find out what incidence falls under each term. Every identity, LGBTQ+ and religion is represented and can find assistance in this task force

Zane: Do you know how many people will be on the task force?

Diana: Because it is a pilot program, we want to start out with 12-15 students, and have 2-3 students on each board. Initially many students expressed interest in the task force but are curious as to how much time it will take. The training would start in the summer but the initiative wouldn't start until fall.

Theo: Say a student was to come to the task force with something that a professor did that needed action, what role would the task force play in creating a safe environment?

Diana: it would ultimately come down to the student and their decision. The task force will have biweekly meetings with the diversity/inclusion faculty board to create a policy for the syllabi. Members of the taskforce can speak directly with the faculty member along with Vince on behalf of the student, while keeping their identity anonymous if the student does not want to confront the professor. They will involve more administration if needed.

Katherine: When are the applications due?

Diana: We are still trying to figure that out, new information has come out, she is planning on sending an email to the whole school and giving them until the end of april or mid april. So about 2.5 weeks.

Katherine: Thank you for your presentation and all your work

## **VI. Media Policy**

<https://docs.google.com/document/d/1dNwDSMrMht0XhReaMs9HrdWEEiPpXoyDb4BXdrNYFu4/edit?usp=sharing>

Cindy: This is the new and old media policy. I met with Devon and was thinking about how we want this to reflect on our board. The old media policy only addressed the exec board, and was written with a lot of reactionary stuff. A lot of stuff on DLs access, having less email regulation. Wanted to bring this to your guys attention. Main goal of this media policy is if TSL or the CI request for information must be directed to the president. If you're on social media, don't speak on behalf of the organization. We have a few official social media pages which will speak for the organization. Worthy to note that ASCMC members opinion's and posts do not speak for the organization or on behalf of the organization. Better to direct people to our media policy if they have questions. Don't decide what



ASCMC is going to do. Be mindful of your social media presence. Don't respond to media people.

Applicable to all ASCMC people

Katherine: the first point about redirecting people, redirect information directly to Katherine. Don't take it upon yourself to fix something. Bring it to Katherine and she will help you, rather than you taking it on yourself. Just a precaution, but best that that line of communication exists

Cindy: In situations where time is really precious, DL access is the main communication to the student body. Make sure the emails are good and that someone reads over it. If you repeatedly make stupid decisions, your access will be revoked.

Katherine: Questions on media policy or DL access? If you need DL access let me know.

Jon Joey: I sent a follow up for DL access, should I follow up through DT?

Katherine: I will send an email if he doesn't respond soon

Cindy: you should have access to the clubs@cmc email which might be why you don't have DL access right now

Theo: Is there anything specific about the social medias, class social medias, or D&I social medias?

Does it apply to personal accounts or class accounts?

Cindy: Does not apply to personal accounts, but must still be mindful. The Class accounts and D&I accounts fall under official ASCMC channels

Katherine: should fall under similar correspondence. Must still be mindful. Official statements should run through president/cpo.

Cindy: Each account should only be accessed by the people who should be posting on that. Avoids some of the problems with messaging

#### **CHANGES:**

- 1. Changed from Exec Board → Members, included senate chairs etc**
- 2. Assumed that communication is respectful**
- 3. We don't care about some DLs and not others**
- 4. Keeping necessary barriers to publication**

Motion to approve the new ASCMC Media Policy: Demond Mantle

Seconded: Amari

Vote:

Aye: 7

Nay:

Abstain: 3

Motion to approve the new ASCMC Media Policy passes.

Thanks Cindy!!

## **VII. Onboarding pt. 2**



Cindy: It is easy to do a weekly report, feedback is wanted! The weekly report should help the person who follows you. Place lengthier updates there, especially because minutes will not get it down exactly. First week should be the lengthiest as you learn the most in the first week. Can be done whenever, even during exec.

Desmond: I would hope most weeks, I don't have to leave a full paragraph (you don't). It seems like a good idea and will help create a transition guide for every position since not everyone has one.

Cindy: If you have no updates, say no updates.

Katherine: Please don't feel pressure to work really hard every week just to put something in the spreadsheet, just to help with stipend and for the person who has your position next year. This is still in the works so if you have any other method I am open to consideration. Any questions or comments?

Cindy: Will be found in the master folder. If you have any questions from the to-do list let me know!

Katherine: We can decide later on if everyone wants to give updates, or only the relevant ones at same time and possibly only some people will have access to the forums.

## **VIII. Open Forum**

Motion to adjourn: Zane

Seconded: Desmond

Motion passes

Time ended: 4:51 PST



