



**Associated Students of Glendale Community College**  
**Executive Committee Minutes**  
**August 11, 2023**  
**8:00 AM**  
**Location: GCC Verdugo Campus, Student Center (SC 208)**

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- I. **Call to Order at 8:00 AM by President/Student Trustee Elin Gharibian**
- II. **Flag Salute**
- III. **Roll Call**  
**Present:** Elin Gharibian, Lilit Sarkisian, Elizabeth Margaryan, Yervand Matevosian, Lori Avakian  
**Absent:** Lilit Sarkisian  
**Non-Voting:** Dr. Tzoler Oukayan, Advisor; Andre Manukyan, Advisor; Gerardo Zarate, Advisor; Elise Dulay, Advisor
- IV. **Approval of Minutes – August 4, 2023**  
**MSC:** Lori Avakian/Yervand Matevosian  
**The motion was tabled by:** Elizabeth Margaryan/Erik Balian
- V. **Approval of Agenda – August 11, 2023**  
**MSC:** Yervand Matevosian/Erik Balian
- VI. **Report of President/Student Trustee – Elin Gharibian**
  - In the Student Trustee conference, it was discussed having dorms on campuses.
  - Different leadership types were discussed in the meeting too.
  - Delicate needs to be appointed for SSCCC.
- VII. **Report of Administration Committee – Lilit Sarkisian**
  - No Report
- VIII. **Report of Finance Committee – Erik Balian**
  - No Report
- IX. **Report of Activities Committee – Elizabeth Margaryan**
  - Welcome week events are being planned.
  - Vendors are being contacted and quotes are being processed.
- X. **Report of Relations Committee – Yervand Matevosian**
  - The presentation is done for the orientation.
  - One of the senators for relations is stepping down.
  - Updates are being posted on social media.
  - Business Cards are done.
- XI. **Report of Organizations Committee – Lori Avakian**
  - Communication is being kept with senators.
- XII. **Report of Officers**
- XIII. **Reports of Governance/Special Committee Meetings**
- XIV. **Guest Speakers**

**XV. Old Business**

**XVI. New Business**

**1. Ani's End-of-Fiscal-Year Information – Discussion Item**

- A new account has been created for the student rep fee.
- If students are being paid for governances, this account could be used for this.

**2. Approval of \$119.40 for Canva Subscription – AS Online Platform Subscription**

**MSC:** Erik Balian/Lori Avakian

**3. Approval of \$2,527 for Constant Contact Subscription – AS Online Platform Subscription**

**MSC:** Lori Avakian/Erik Balian

**4. Approval of \$252 for Square Space Subscription – AS Online Platform Subscription**

**MSC:** Yervand Matevosian/Lori Avakian

**5. Approval of \$889 for Wufoo Subscription – AS Online Platform Subscription**

**MSC:** Elizabeth Margaryan/Yervand Matevosian

**6. Approval of \$780 for DocuSign Subscription – AS Online Platform Subscription**

**MSC:** Lori Avakian/Erik Balian

**The motion was tabled by:** Lori Avakian/Erik Balian

**7. Approval of \$468 for Survey Monkey Subscription – AS Online Platform Subscription**

**MSC:** Yervand Matevosian/Lori Avakian

**8. Approval of \$299.34 for Men's Basketball CCCMBCA Membership – Men's Basketball**

**MSC:** Erik Balian/Lori Avakian

**9. Approval of \$500 for Orientation Lunch – AS Leadership Orientation**

**MSC:** Elizabeth Margaryan/Yervand Matevosian

**10. Senator List – Discussion Item**

- There is an issue with one of the Organization's committee senator when it comes to scheduling.
- The senator will be moved to Relations potentially and someone will be pulled out of the waiting list.

**11. Approval of the Senator List – Action Item**

**MSC:** Elizabeth Margaryan/Yervand Matevosian

**12. Welcome Fair – Discussion Item**

- Open it up for senators to join.
- There should be different games for new students to play with.
- Everybody should be engaging with students.

**XVII. Reports of Advisors**

**Tzoler Oukayan**

- ASGCC needs to get more involved with students and get the word out about the organization.
- Please have the time for the Executive meeting times for the fall.

**Andre Manukyan**

- The treasuries are being purchased.
- Think of developing investment strategies for the future.
- Set high expectations for senators.

**Gerardo Zarate**

- Please confirm the training time with me for the upcoming trainings.
- The V.O.I.C.E.S club is looking to collaborate with ASGCC for an event for Hispanic Heritage Month.
- 14 Clubs have been registered for this upcoming Fall Semester.
- Club Rush will be discussed.

**Elise Dulay**

- Make sure that you set up high expectations and a good impression on your senators.

**XVIII.**

**Announcements/Information**

**XIX.**

**Adjournment at 9:24 AM**

**MSC:** Lori Avakian/Erik Balian

**Submitted by Lilit Sarkisian  
Vice President of Administration  
August 14, 2023**