



DASB EXECUTIVE ADVISORY COMMITTEE  
MEETING MINUTES

Wednesday, October 21, 2020

6:00 pm

(or shortly after the 4:00 pm DASB Senate meeting ends)

Remotely Via Zoom

**Chair:** Katelyn Pan

**Contact:** [dasbpresident@fhda.edu](mailto:dasbpresident@fhda.edu)

Dennis Shannakian is inviting you to a scheduled Zoom meeting.

Phone one-tap: US: [+16699006833,93992341219#](tel:+16699006833,93992341219) or [+14086380968,93992341219#](tel:+14086380968,93992341219)

Meeting URL:

<https://fhda-edu.zoom.us/j/93992341219?pwd=ZmpBYUhHOEZuSndZSytER3o3Vk1OZz09&from=msft>

Meeting ID: 939 9234 1219

Passcode: 008142

Join by Telephone

For higher quality, dial a number based on your current location.

Dial:

US: +1 669 900 6833 or +1 408 638 0968 or +1 346 248 7799 or +1 253 215 8782 or +1 646 876 9923 or +1 301 715 8592 or +1 312 626 6799

Meeting ID: 939 9234 1219

[International numbers](#)

Call to Order

7:30PM

Roll Call

Approval of Minutes

- Wednesday, October 14, 2020
- Will be discussed at next meeting

Public Comments

*Please note: This segment of the meeting is reserved for persons desiring to address the DASB Senate on any matter of concern that is not stated on the agenda. A time limit of two (2) minutes per speaker and five (5) minutes per topic shall be observed. The law does not permit any action to be taken, nor extended discussion of any items not on the agenda. The DASB Senate may briefly respond to statements made or questions posed. (California Government Code §54954.3).*

- Michael asked about possibly moving Executive meetings to another date
  - Katelyn and Grace supported keeping Wednesday after Senate
- Michael asked about timing with regards to Senate items (before Business items)

- Ask everyone to be concise, time themselves, limit the discussion
- Shared governance reports will be limited to 2 mins per person per shared governance
  - Kimberly, Grace and Yuetong expressed that shared governances have a lot of information to be limited to 2 minutes. Kimberly added that it is also a space for clarifying questions. Grace said that shared governance reports inform students of what is going on.
  - Dennis suggested a stopwatch during meetings.
    - Michael will be sharing the screen

## Business Items

### 1. DISCUSSION

Title: Internal Committee Changes

*This item is to discuss internal committee changes especially in regard to Student Rights and Services, Student Feedback, and Diversity and Events.*

Presenter: Katelyn Pan

Time: 20 minutes

- Grace said to keep SRS and DnE for the year, close Student Feedback.
- Dennis suggests getting changes ready for implementation 2021-22.
  - Separate committees should be focused on equity and student experience (events) respectively.
- Iris asked for clarification of what an Equity Committee would be focused on doing.
  - Dennis suggested to talk to ICC, Equity Action Council
  - Consider equity and diversity within the senate
- Senate is able to approve a change to the committee name and function during the year with specification of implementation date.
- Kimberly mentioned possible overlap with other committee duties such as SRS.
- Dennis suggested that changes can be considered with many possibilities available.

### 2. DISCUSSION

Title: Training Topic Brainstorming

*This item is to brainstorm training topics for DASB.*

Presenter: All

Time: 15 minutes

- Grace moved to table item to the November 4th meeting.
  - Seconded by Ananya

### 3. INFORMATION/DISCUSSION

Title: Slack Integration as DASB Communication

*This item is to inform of Slack and its function and features for potential use as mode of communication for the DASB.*

Presenter: Michael Wallerius

Time: 15 minutes

- Michael presented that Messenger currently is not a good medium of communication and Slack will have improved clarity
  - Slack can pin forms for absences, link Google Calendar, separate channels.
- Katelyn expressed that Slack has a more professional separation of personal and professional.
- Dennis suggested that Microsoft Team accounts can also be an option.
- Kimberly suggested parallel implementation trial period and later voting on the better platform to use.
- Informal vote on asking Senate to try Slack for one week.
  - No objections.

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- Kimberly asked about what would happen to Student Feedback.
  - Dennis said that the committee should meet to discuss how to move forward and choose a Chair.
- Chairs asked for committee meeting times and Zoom links to be updated on the website.
- Dennis is setting up Agendas and Minutes pages for all the committees.
  - Chairs to send Dennis the Agendas and Minutes.
  - Agenda 3 business days in advance and minutes sent together.
- All committee assignments and new members to Senate have to be officially approved through consent calendar
- With regards to the election process, all Senate meetings are public and conflict of interest is traditionally defined as someone receiving “financial gain” rather than just being involved.

### Adjournment

Meeting adjourned at 8:40PM