



## Student Activities Council Meeting

Date: January 13, 2022, 2:30 – 4pm

Where: Zoom (<https://mohave.zoom.us/j/5288293814>)

# AGENDA

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## Roll Call

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**Roll Call:**

**Guests:**

**Absent:**

**Any changes/additions to this agenda?**

## Important Dates

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- **January 13, 2022 (Thursday) – SAC Meeting:** 2:30-4pm in 201 and Zoom.
- **January 18, 2022 (Tuesday) – First Day of Classes** (Spring semester).
- **January 24 – 28, 2022 (M – F) – SAC Welcome Back Week:** 11am to 1pm Monday, Tuesday, Thursday and Friday in 600 & Library Gazebo area. NSO replaces SAC
- **January 28, 2022 (Friday) – Student Leadership Academy:** Noon to 3pm in room 508 (Lunch provided).
- **February 2, 2022 (Weds.) – Club Rush:** 11am to 3pm in the Library. Campus clubs will be there to recruit new members.
- **February 10, 2022 (Thursday) – SAC Meeting:** 2:30-4pm in 201 and Zoom.
- **February 14 (Monday) – Heart Attack Day (PTK Faculty/Staff Appreciation Day),** on campus and in 600, details TBD.
- **February 23, 2022 (Weds.) – Library Speaker:** Chiles & Chocolate, Sweet & Spicy Foods in the American Southwest, 1pm in the Library.
- **March 4, 2022 (Friday) – Student Leadership Academy:** Noon to 3pm in room 201 (Lunch provided).
- **March 10, 2022 (Thursday) – SAC Meeting:** 2:30-4pm in 201 and Zoom.
- **March 14 – 18, 2022 (M – F) – Spring Break** (College closed).
- **March 30, 2022 (Weds.) – ConCom:** 10:30am-3pm, BHC Campus. Note date change, was March 9.
- **April 13, 2022 (Weds.) – SAC College Daze:** 10am-3pm, BHC Campus.
- **April 14, 2022 (Thursday) – SAC Meeting:** 2:30-4pm in 201 and Zoom.
- **April 18, 2022 (Monday) – Student Leadership Academy:** Noon to 3pm in room 508 (Lunch provided).

- **April 19, 2022 (Tuesday) – Library Speaker:** Saviors & Saints in the AZ Frontier, 3pm in the Library.
- **May 9, 2022 (Monday) – Last Day of Classes** (Spring semester).
- **May 12, 2022 (Thursday) – SAC Meeting:** 2:30-4pm in 201 and Zoom.
- **May 13, 2022 (Friday) – Commencement:** Anderson Fieldhouse, time TBD.

## Approval of Last Meeting’s Minutes

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Motion to approve the draft minutes from the December 9, 2021 Student Activities Council meeting.

- **Motion:**
- **Second:**
- **Discussion:**
- **Outcome:**

## Treasurer’s Report

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The YTD beginning budget was \$42,791 with \$38,140 committed for activities and projects. To-date \$21,903 has been spent on those activities. The remaining budget is **\$20,888** (Budget \$ less Actual \$ spent) for approved activities and any new ones. Listed below are details for recently completed activities or those in progress:

- **Boombbox Parade**
  - \$1,600 was originally budgeted for this event. Because SAC did not participate this year, the budget was adjusted to only include the \$10 registration fee. \$1,500 was moved back to the “Budget Remaining for Other Activities” category.
- **Holiday Lights/Decorations**
  - \$4,000 was approved at the October meeting. A total of \$3,997.63 was spent, \$2.37 under budget!
- **Welcome Back Week**
  - \$2,000 was approved at the December meeting. Refreshments and supplies need to be purchased for the event that starts on Monday, January 24, see topic in Open Issues below.
- **Club Rush**
  - \$300 was approved at the December meeting for the spring Club Rush on Weds., February 2 in the Library. Refreshments and supplies need to be purchased, see topic in Open Issues below.
- **Library Speakers**
  - \$450 was approved at the October meeting for Library speakers.
  - Two speakers have been booked through AZ Humanities for February (2/23) and April (4/19) (\$200 total).
  - There is \$250 remaining in the budget to purchase refreshments for both events. This item will be added to the February meeting agenda.
- **Esports**
  - \$7,705 was approved for Esports as a legacy project by last year’s Student Activities Council.
  - A Nintendo Switch, games and misc. supplies (\$697.24 total) were purchased for the Esports room (502) in December.
- **Fitness Center Supplies**

- \$300 was approved at the December meeting to restock the Fitness Center break room.
- \$160 has been spent to-date on a new coffee maker and misc. supplies. The remaining supplies (condiments and coffee creamer) will be purchased and available by the start of the spring semester on January 18.

<b>Report Month/Year (YTD \$): Nov-2021</b>			
<b>Event</b>	<b>Budget \$</b>	<b>Actual \$</b>	<b>Budget Remaining</b>
Club Rush	\$900	\$285	\$615
Pumpkinfest	\$2,500	\$2,494	\$6
Holiday Lights/Decorations	\$4,000	\$3,998	\$2
MCC Shines	\$700	\$581	\$119
Boombox Parade	\$10	\$10	\$0
Welcome Back Week	\$2,000	\$0	\$2,000
Maker's Space	\$17,500	\$11,412	\$6,088
Esports Center	\$7,705	\$697	\$7,008
Soccer Club	\$1,700	\$1,700	\$0
Library Speakers	\$450	\$200	\$250
Misc. Activities	\$225	\$217	\$8
Fitness Center Supplies	\$300	\$160	\$140
Xfers to Other Clubs	\$150	\$150	\$0
<b>Total Committed to Activities</b>	<b>\$38,140</b>	<b>\$21,903</b>	<b>\$16,237</b>
Budget Remaining for Other Activities	\$4,651	\$0	\$4,651
<b>TOTAL</b>	<b>\$42,791</b>	<b>\$21,903</b>	<b>\$20,888</b>

## Announcements

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**Student Leadership Academy:** January 28, 2022 (Friday), Noon to 3pm in room 508 (Lunch provided).

## Open Issues

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### **Item for Discussion – SAC Officers (Vacant Positions)**

**Discussion:**

- At the December meeting Samantha Burkes volunteered for the Treasurer's position. Paperwork (election packet) was sent on 12/10/2021 for completion and needs to be turned into the Dean for approval.
- Secretary's position remains vacant.

- **Action:**

### **Item for Discussion – Cornhole Boards**

#### **Discussion:**

- The plan is to have the cornhole boards completed for Welcome Back Week (Wk of January 24).
- To-date, \$343.50 has been spent on lumber and \$24.73 on bean bags (\$368.23 total). Boards are built, need volunteers to paint them. Following up with MPIO regarding the MCC logo decals.
- Before the holidays, a motion was sent out via email to approve \$500 from SAC funds for supplies. The email vote was not approved due to only one person voting (students had already left for the holiday break). To save money, the campus events supplies account was used to purchase the lumber and to take advantage of Facilities having time to build the boards during the holiday break.
- A vote is needed to approve SAC funds to reimburse the campus events supplies account for the total amount spent to-date and to cover any additional supplies.

- **Action:**

- **Motion:**

- **Second:**

- **Discussion:**

- **Outcome:**

### **Voting Item – SAC Welcome Back Week**

#### **Discussion (From 12/9/2021 Meeting Minutes):**

- Arts & Soccer clubs have signed up. Culinary club declined.
- Email Raquel or Nicole if you would like to volunteer. Need two volunteers to hand out popcorn during the event, also need volunteers to make popcorn prior to the event. Need person to do music in the gazebo. Imelda will promote the event in the Library and encourage students to volunteer.
- It was decided to keep the event in 600. Activities are planned from 11am to 1pm each day except on Weds., the NSO from 2-6pm on that day will be the planned activity since clubs have been asked to participate. For the other days, each club needs to decide on an activity or game to host. Would like to have some other activities to get students involved and repeat these as groups of students come in.
- Featured activities in 600 will be:
  - Monday (1/24, 11am-1pm): Hosted by the Arts Club, Professor Ketchum (Advisor) will coordinate a Jackbox game (students use their phone to participate).
  - Tuesday (1/25, 11am-1pm): Hosted by the Arts Club with a selfie station.
  - Wednesday (1/26, 2-6pm): New Student Orientation, pizza provided, no specific activity planned by SAC.
  - Thursday (1/27, 11am-1pm): Hosted by PTK, activity TBD.
  - Friday (1/28, 11am-1pm): Hosted by the Esports Club, Mike Rozinski (Advisor) will coordinate Switch games. Mike will put together an order for a Switch system for our campus, there is \$7,705 in the budget. Suggestions for games can be sent to

Mike, the Dean's Office will order the system and games. **NOTE:** Switch system and games have been ordered, all items are in the Dean's Office.

- 600 is reserved all day during Welcome Back Week, except for Wednesday's NSO, to have time to decorate and set up the activities.
  - Each person or club listed above will need to recruit volunteers within their club to host the activity.
  - Food (plan for 75) – Describe as a sack lunch, suggestions are listed below. Nicole will check menu's, prices and decide what will be served each day.
    - Panda express day
    - Sandwich day
    - Pinwheel day
    - Profit Kitchen day
  - Discussion with suggestions for "What would make you feel like you are welcome at the college" during the event included:
    - MCC Swag
    - Food
    - Door prizes, things useful for students (iPad, laptop, gift cards, etc.)
    - Selfie station – Arts Club could make a frame with date & event name and post the pictures to make the students feel part of the college
  - Budget: Need to increase the budget (\$400 proposed), not enough to cover food each day, decorations and door prizes. Estimating \$1,000 for food (for all 4 days), \$250 for other supplies (water, sodas, desserts, decorations) and \$400 for a tablet (door prize). Total is \$1,650, increase to \$2K to have a contingency. **NOTE:** \$2K was approved at the December meeting.
  - To Do's:
    - **SAC (Event Set Up Details)** - Need map for room layout in 600. Will the Library gazebo area still be used for the popcorn machine? Or will it be moved to 600? Is the sound system needed?
    - **SAC (Finalize Daily Activities)** - Need to schedule a meeting over the holiday break to firm up the details (food order, activities, door prizes, volunteer list, etc.). **NOTE:** There was no meeting during the holiday break, details need to be firmed up at the January meeting.
    - **Dean's Office (Order Balloons)** – Will throw away the MCC balloons in storage, because they are old, they did not stay inflated for MCC Shines. Will order new ones from MPIO to have for Welcome Back Week. **NOTE:** Following up with MPIO, request was sent on 12/10 for balloons with a due date of 1/3/2022.
    - **Dean's Office (Help Desk Tickets for Set Up)** – Will do tickets (1.) IT to set up sound system in the gazebo and (2.) Facilities to set up 600 and move the popcorn machine to the gazebo. **NOTE:** Room layout needs to be completed before the help desk tickets can be submitted.
    - **SAC and/or Dean's Office (Flyer)** – Need an MPIO ticket to create a Welcome Back Week flyer for our campus. **NOTE:** Activities need to be confirmed by the clubs so they can be added to the flyer along with the menu and door prizes.
- **Action:** Review to-do list and finalize plans for Welcome Back Week.
- **Discussion:**

- **Outcome:**

**Item for Discussion – Spring Club Rush (Weds., Feb. 2, 11am to 3pm in the Library)**

**Discussion:**

- \$300 was budgeted at the December meeting.
- Event details need to be confirmed including
  - Clubs participating
  - Set up diagram for the Library (# of tables & chairs needed)
  - Activities if any (Prize wheel?)
  - Refreshments and misc. supplies to be purchased
  - Flyer for MPIO

- **Action:**

**Item for Discussion – SWAG**

**Discussion (From 12/9/2021 Meeting Minutes):**

- SAC swag items need to be ordered for upcoming events. This is typically a separate budget item, not related to one particular event. \$3K was budgeted for both the 19-20 and 20-21 academic years (\$3K each year).
- SAC needs to inventory what is in the storage room (403) and come up with a list of items to be ordered. This list will drive the proposed budget.
- Discussion to be continued at the January meeting.

- **Action:**

## New Business

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**Discussion Item – Proposed College Fees**

**Discussion Item – College-wide Smoke-Free Campuses**

**Discussion/Voting Item – Adjust Meeting Days/Dates for the Spring Semester**

- Do the current meeting dates (2<sup>nd</sup> Thursday of the month from 2:30-4pm) need to be changed to accommodate spring semester class schedules of the SAC officers?
  - **Discussion:**
  - **Action:**
  - **Motion:**
  - **Second:**
  - **Discussion:**
  - **Outcome:**

**Discussion/Voting Item – Nature Trail Clean Up**

- SAC typically sponsors an event in the spring to clean up the Nature Trail. Facilities provides the tools, SAC coordinates student/faculty/staff volunteers and provides refreshments.
- The last clean up was in April 2019. \$500 was budgeted for refreshments and supplies, actual spent was \$257. At this time, an additional \$1,600 was budgeted for disc golf and trail improvements. A total of \$980 was spent on new golf baskets, signs and misc. supplies.

- At the December meeting, PTK mentioned that they would like to participate this year. A date needs to be selected along with a proposed budget.
  - **Discussion:**
  - **Action:**
  - **Motion:**
  - **Second:**
  - **Discussion:**
  - **Outcome:**

***Discussion/Voting Item – Heart Attack Day***

- Heart Attack Day (PTK Faculty/Staff Appreciation Day) is scheduled for Monday, February 14, on campus and in 600. Details need to be worked out. Is funding needed from SAC?
  - **Discussion:**
  - **Action:**
  - **Motion:**
  - **Second:**
  - **Discussion:**
  - **Outcome:**

***Discussion/Voting Item – ConCom***

- This year’s ConCom is scheduled for March 30, 2022 (Weds.) from 10:30am-3pm on the BHC Campus. The last event was in March 2020 and \$4.5K was budgeted (\$3.5K for swag giveaway items and \$1K for new pop-up’s). SAC participates as “Student Ambassadors” to host visiting students and at a prize wheel booth.
- There are leftover red Student Ambassador t-shirts with no date that can be used this year (8 small, 8 med., 6 large, 4 XL, 5 2XL & 1 4XL).
- Need to work out details for this year’s event including the budget, volunteer duties, etc.
  - **Discussion:**
  - **Action:**
  - **Motion:**
  - **Second:**
  - **Discussion:**
  - **Outcome:**

***Discussion/Voting Item – College Daze***

- SAC College Daze is scheduled for April 13, 2022 (Weds.), 10am-3pm on the BHC Campus. Because this is such a large event, a planning committee needs to be selected to begin working on the details.
- The last event was in April 2019, the budget included:
  - \$200 for gift cards (Purchased two \$50 cards from Walmart & two \$50 cards from Target).
  - \$500 for a photo booth (Actual was \$479).
  - \$5K for food & supplies (Actual \$ spent was ~\$4.9K [\$300 for swag, \$845 for a dunk tank, \$3,500 for D’Angelo’s catering, \$30 for a “College Daze” banner, \$280 for desserts]).
  - **Discussion:**
  - **Action:**

- **Motion:**
- **Second:**
- **Discussion:**
- **Outcome:**

## Club Reports

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*Arts Club –*

*Bighorn Disk Golf –*

*Business Club –*

*Culinary Club –*

*Esports Club –*

*PTK –*

*SADHA –*

*Skeleton Crew –*

*Soccer Club –*

*SNO –*

## Roundtable

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## Next Meeting

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Thursday, February 10, 2022 (Tentative) from 2:30-4pm via Zoom only (link is included in the Outlook meeting request and the agenda).