



**Assembly Meeting Agenda**  
Monday, February 13, 2017  
7:00PM - 8:30PM  
Saffell Boardroom

7:00PM - 7:05PM

Attendance

7:05PM - 7:35PM

Guest Speaker: Ingalill Wahlroos-Ritter, Interim Dean, School of Architecture

Thank you for the invitation to join us to allow me to join you all it is an honor to have ASWU company.

- Is there any emotions or problems that students feel from the new presidency of The United States.
- Do you believe an open forum is needed for this topic.
- COLA Senator: We as students should also help those international students that may be worrying about this problem but may not be showing it.
  - We could possibly be losing good students to this band.
- Finding ways to help those students. Discussion of undocumented students on this campus of possibly having scholarships for it.
- Ingalill made a statement that is available on the architecture website to see.
- Is there any concerns or problem with the current Woodbury President
  - Wiki shows that the university is in a lot of debt so a perspective students can look that up and be discouraged to come to Woodbury.
  - Each department will be having a open forum about student concerns.
  - Ingalil will be implementing coffee with the dean starting coffee with the dean with select group of students.
- Dean's Responsibilities
  - A big part of a Dean's responsibility is to raise money. Ingalill has raised a quarter of a million dollars.
  - Interacting with students
  - Outreach
  - Career
  - Budgets and managing the department.
- She looks forward to working with the students in the future.
- 1. Students want free maxwell, and instructors are able to get free licenses by contacting the company.
  - a. Mohamed: If a professor reaches out to maxwell to get licenses they can.
  - b. Will discuss with Heather Floyd and Marc Neavu
- 2. Mats in 4th year studio (and all studios) to prevent slipping
  - a. Will speak to facilities
- 3. No smoking/No spray-mounting signs all over studio + school of arch (they are being developed right now)
  - a. 11 by 17
  - b. Or laser cutter/etched signs will be nice
  - c. Interior architecture isn't having too much of a problem.
  - d. This project is underway with Mohamed.
- 4. What is happening to structures next semester and how will it affect third year & steel comp?
  - a. Marc's intention is hiring someone for the summer and having a co professor help them learn how to be a professor here and begin teaching alone in the fall.
  - b. They plan to change the curriculum to be easier to understand for the students.

5. Is there going to be a rotation of new adjunct faculty? (students) aren't happy with current adjunct faculty.
    - a. Students need to fill out student surveys for their courses otherwise no change can take place.
    - b. Also be sure to be specific on these surveys.
    - c. Student Question: Having a more collaborative effort with different majors.
      - i. 3 ways that can happen it has to come in a proposal
        1. Top down chairs
        2. Professors
        3. Student
          - a. Need at least 10 students that will take that class and are interested in taking the class
            - i. Having signature of students who are interested.
          - b. Then work with the chairs.
6. DFL lab hours - Can it be opened tuesdays/fridays for certain hours for thesis students.
  - a. If other people that aren't in architecture apply for the position then we can open it it is because only architecture students work the labs so they have students who have class at that time.
  - b. Have a signature list of people who would want this change to present as well.
7. Study abroad programs for 2018
  - a. Is open to all students not many students outside architecture are aware of that.
  - b. Macau is in the works
  - c. Make sure that the advisors are aware.
  - d. Student: Is to have a range of duration of the program.
  - e. University puts in 40% of student tuition and the student also pays out of pocket for the program.
8. Printing fees included in tuition - the studio lab fees in other majors (such as Graphic Design) go straight to students' printing accounts
  - a. Faculty in the department are working with IT to lower printing cost.
  - b. Was told by Eric that this does not happen.
9. Spray Booths - when will they be coming?
  - a. IA has one
  - b. Will be working with Randy to get them within in the next year.
  - c. Metal Shop- when will it be built.
    - i. Is a capital expenditure and is one that is being held.
10. Competitions other studio years can compete in? (example: 3B for steel comp)
  - a. Temporary spaces for student competitions to display the architecture work with a competition.
    - i. Would need to make a proposal then to present to higher ups.
  - Weekly Round Ups
    - Having a nook space like IIDA to display events
    - Bulletin boards where are they?
      - ASWU has been waiting for approval Exec VP Alex has already spoke with Marc about where Architecture department would like the bulletin board.
  - How to get the San Diego campus involved with ASWU here.
  - How to get students to go to lectures
    - Projecting ASWU website calendar
    - Projecting what the lecture is.

7:35PM - 7:45PM

Upcoming Events

7:45PM - 8:00PM

Senator Reports

School of Architecture

1. Mohamed Hasan
  - a. No Report
2. VACANT

[mohamedhasan1256@gmail.com](mailto:mohamedhasan1256@gmail.com)

Please email any recommendations to [aswu@woodbury.edu](mailto:aswu@woodbury.edu)

School of Business

1. VACANT
2. VACANT

Please email any recommendations to [aswu@woodbury.edu](mailto:aswu@woodbury.edu)  
Please email any recommendations to [aswu@woodbury.edu](mailto:aswu@woodbury.edu)

School of Media, Culture, and Design

1. Niomie Glory
  - a. No Report
2. Andrew Hill
  - a. No Report

[niomie.glory@gmail.com](mailto:niomie.glory@gmail.com)

[drewboy585@gmail.com](mailto:drewboy585@gmail.com)

College of Liberal Arts

1. Tricia Lopez

[tricia\\_lopez1131@yahoo.com](mailto:tricia_lopez1131@yahoo.com)

- a. Had a meeting with Dean of COLA Douglas Cremer these are the notes we came up with to present at the meeting.
  - i. Gathering for students in college majors week of March 6, either Tuesday or Thursday or both at noon with some food in the grove by the pool
  - ii. Post-midterm de-stressors, active, games, etc. with time also to meet about a college student organization and talk to their senator
  - iii. Tricia will discuss with Prof. Writing students and Amanda from Interdisciplinary studies and I will do the same with politics and history
  - iv. Need to calendar upcoming events that all college students and even university students can attend
  - v. COLA Population- 30 Students

2. VACANT

Please email any recommendations to [aswu@woodbury.edu](mailto:aswu@woodbury.edu)

8:00PM - 8:15PM

Executive Board Reports

1. Jia Er Lin, President

[jiaer.lin@woodburyuniversity.edu](mailto:jiaer.lin@woodburyuniversity.edu)

- a. Graduation Committee Updates
  - i. President likes the idea of having Angella Nazarian (Graduation Speaker) to get to know the graduates, that way the speech is more relevant to us. However, this is only for a selected group of students. If you are in a major-based org like the Comm Club/AIAS/Accounting Society/ETC, please email me names + emails of TWO SENIORS as volunteers BY WEDNESDAY MORNING 10AM! I will also be asking these volunteers for ideas as we plan Senior Week and feedback for the Graduation Committee.
  - ii. Graduation Dinner will take place May 5 on campus - student + 2 guests are free.
  - iii. ASWU is partnering up with Advancement for Graduation Gifts (license plates!) and we will be giving out picture frames.
- b. Digital ballot coming out Feb 22 to all undergraduate students at Woodbury Burbank
  - i. ASWU E Board Elections
  - ii. ASWU Constitution & ByLaws Revisions (let me know if you have any! send it to me by this Thursday!)
  - iii. ASWU Awards nominations - Event of the Year, Outstanding Org of the Year, Emerging Org of the Year, Advisor of the Year; Assembly will vote March 6 (awards will be given out at Student Leader Dinner on April 13)
  - iv. Excellency in Teaching Awards nominations (SoB, CoLA, SoA, MCD, Library) along with some spoof awards that Shamane and I worked on; Assembly will vote on March 6- awards will be given out at Wammy Awards - IIDA organizing
- c. AS-You Day: February 22 11:30AM-1:30PM
  - i. Candidate speeches 12NOON

- ii. Food truck - TK Burgers (menu combination of 200 cheeseburgers, hamburgers, veggie burgers, marinated chicken sandwiches, fries, sodas, bottled water)
  - iii. candidates:
    - 1. President- Alexandra Holguin
    - 2. Exec VP- William Garcia
    - 3. VP Finance- Bennet Cariaga, Mohamed Hasan
    - 4. VP Student Orgs- Marta Huo
    - 5. VP Marketing- Adam Ramirez
    - 6. VP Student Life- Autumn Davis
  - d. Eboard meeting with President Steele Wednesday night
    - i. Will upadey at next meeting
- 2. Alex Holguin, Executive VP [alexholguin18@hotmail.com](mailto:alexholguin18@hotmail.com)
  - a. Jane and I are still working very hard to renovate the south hall courtyard to have it completed by Rotaracts event on the 25th. We would love your participation to help with the opening of the community garden on the 25th from 11:30a-2p. Thank you Rotaract for having this event.
  - b. Projects for this semester that the interns, project manager, and eboard will be working on
    - i. Pool House Privacy Fence
    - ii. Privacy for the school gym- frosted glass film
    - iii. Communal space advancements-upper quad, grove, and quad
    - iv. Bulletin Boards across campus
    - v. Condom Dispensers will be done being built tomorrow for installment right in time for national condom week.
    - vi. Workouts to follow for the gym
    - vii. Spirit Week
    - viii. Senior Week
    - ix. Mascott of Woody Costume
    - x. Swagon
    - xi. Studio Scrap bins for Interior and Arch-we are helping with the project but the architecture department is funding it
  - c. I have been sending attendance reminders be sure to check your emails for them. If you do not receive one then that means you or a representative were present.
- 3. Alecks Rodriguez, VP of Finance [alex.rodriguez@woodburyuniversity.edu](mailto:alex.rodriguez@woodburyuniversity.edu)
  - a. All Transfers have been submitted, Please check your accounts. If there are any questions or discrepancies please contact me. I will be sending out an email by tomorrow, with the reconciliation information, remember you are allotted 10 days to submit the packet; any item missing/late packet results in \$25 . Also, make sure you are going out and supporting all the events passed during OAC.
- 4. Esteban Cerna, VP of Student Orgs [esteban.m.cerna@hotmail.com](mailto:esteban.m.cerna@hotmail.com)
  - a. Please be sure to do your organization renewal if you have not done so already.
  - b. Also be sure to pick up your new signature card for the business office in your organization's mail box located in the office of student affairs.
  - c. Email Esteban if you would like to be in the organizations organization fair with \$100 contribution from ASWU.
- 5. Stephanie Sandoval, VP of Marketing [stephanie.sandoval@woodburyuniversity.edu](mailto:stephanie.sandoval@woodburyuniversity.edu)
  - a. Remember to send me your flyers 2 weeks in advance with approval from the Office of Student Affairs stamp, and the properly sized ASWU Co-Sponsor stamp
  - b. Also it has come to my attention that Instagram does not allow us to repost if you are not following the ASWU ig, We can see that you have tagged us but I stress that you must be following us in order for us to repost your content.
  - c. On that note, If you do tag us for non OAC sponsored events please make sure that you have all the information on the original post, I can not repost something without the answers to who, what, when, and where.
- 6. Amanda Sachartoff, VP of Student Life [amandasachartoff@gmail.com](mailto:amandasachartoff@gmail.com)

- a. Eat Your Heart Out is tomorrow, the time was changed to 8pm so it serves more as a late night snack than a dinner replacement.
- b. Next CAB N Get It is this Wednesday. CAB Cares: inspirational quotes, games and prizes\
- c. Reminder about the Woodstock t-shirt contest, there is still time to enter. Email [aswu.programboard@gmail.com](mailto:aswu.programboard@gmail.com) for rules and guidelines.
- d. Handing out save the date flyers, reminder it is open to the public. Bring your squad and fam!
- e. Girl Scouts on campus, feb & march 23 3:30-5pm

8:15PM - 8:20PM

Advisor Report

1. Mauro Diaz [mauro.diaz@woodbury.edu](mailto:mauro.diaz@woodbury.edu)
2. Guest Speaker- Our new international recruiter for Europe areas
  - a. Working with companies that would want to send their workers to get an experience through education her at Woodbury.
  - b. Update her on student culture and what she can enhance while she is here.
  - c. Contact through Seta. Directly- [quantumbrands@gmail.com](mailto:quantumbrands@gmail.com)
  - d. She's been in 86 countries around the world and has started a marketing company. Her education background is in the sciences.

8:20PM - 8:30PM

Open Forum

1. If you have anything that was not addressed, please submit an anonymous comment into the Comment Box right outside in the hallway or email [aswu@woodbury.edu](mailto:aswu@woodbury.edu).
  - a. Student: When will the contract end with MTVU
    - i. Somewhere in the middle of April
    - ii. The TV's leave with contracts
  - b. Student: IIDA- Valentine meme ograms with flowers 11a-1p in the quad.
  - c. Student AIAs- Candy gram for purchase for \$3. \$2 extra with a rose.
  - d. Student RHA- Valentines kickback tomorrow night in the north hall lobby
  - e. Student Comm Club- Screening of Moonlight on Wednesday at 7p
  - f. Student Sigma Omega Nu- Valentine's/ Anti Valentine's day celebration
    - i. Cupid Can Sucks it Sigma Omega Nu
    - ii. Unity Photo Booth
    - iii. Meme-o-grams from IIDA.

8:30PM

Next Meeting

1. Monday, February 27, 2017, 7:00PM-8:30PM, Fletcher Jones Auditorium