



ASCSM Student Senate Minutes (Approved)

Monday, July 11, 2011

2:15 pm

College of San Mateo, College Center, College Heights Conference Room (Building 10, Room 468)

I. The meeting was called to order at 2:22 pm.

II. Roll Call

Members in Attendance: President Paige Kupperberg; Vice President Daniella Medeiro; Senators Paola Alunni, Kat Alvarado, Nicholas Carlozzi, Julie Anne Crews, Shine Gao, Bailey Girard, Carlos Mesquita, Michael Norton, Allie Patawaran, Hayley Sharpe, Christopher Tran, and Emmeline Wong.

Members Absent: Secretary Regina Ramos; Finance Director Proud Benyasri; Senators Losili Alusa, Brittany Arthur, Melanie Medeiro, Epine Siaopo, and Jeff Stanley.

Associate Senators in Attendance: Ahmad Albawayah, Niko Larot, Tryn Miller, Matt Schmeackle, and Nick Vasquez.

Guests in Attendance: Jose Gomez.

III. Approval of the Agenda

Motion to approve the Agenda as presented by Senator Alvarado; seconded by Senator Girard. Hearing no objections, the motion carried.

IV. Approval of the Minutes of Prior Meeting(s)

A. Monday, June 27, 2011

Motion to approve the Minutes of the Monday, June 27, 2011 meeting as presented by Senator Alvarado; seconded by Senator Girard. Hearing no objections, the motion carried.

V. Announcements & Hearing of the Public

Senator Patawaran announced that she would be performing in the Peninsula Youth Theatre's production of *Bye, Bye Birdie* during the first week of August. Ms. Patawaran extended an invitation to everyone to attend.

Senator Alvarado announced that members of CSM's Gay-Straight Alliance (GSA) would be participating in the San Francisco AIDS Walk on Sunday, July 17. The group is still looking for participants and is accepting donations.

VI. Special Presentations

A. CSM Accreditation and 2013 Institution Self Evaluation – CSM Vice President of Instruction Susan Estes and CSM Vice President of Student Services Jennifer Hughes

Vice President Estes and Vice President Hughes gave an overview of the accreditation process, the time line for the College's self-evaluation study, and the student role in the process.

At this time, the Student Senate meeting was interrupted by the sounding of the emergency alarms in the College Center building. The meeting was suspended as the building was evacuated. Once the all clear was given, the Student Senate returned and the meeting resumed.

Upon resuming the meeting, Coordinator Schaefer requested that CSM President Mike Claire be given a chance to address the group. Hearing no objections, the floor was opened to President Claire.

President Claire welcomed the Student Senate for the 2011/12 year, and expressed his hope that everyone was having a good summer. Mr. Claire also expressed that he is looking forward to working with the group.

At the conclusion of President Claire's remarks, the order of the day was resumed.

VII. Executive Reports

- A. **President Paige Kupperberg** thanked everyone for attending today's meeting. She also thanked those who had contacted her regarding being appointed as a committee chair.
- B. **Vice President Daniella Medeiro** also thanked everyone for attending today's meeting. She reminded the group to please keep up-to-date with emails and messages that were sent out via the Student Senate list-serve.

VIII. Senator Reports

None.

IX. Advisor Reports

- A. **Aaron Schaefer, CSM Coordinator of Student Activities**, reminded everyone that committee chairs would be appointed at today's meeting. Mr. Schaefer asked those appointed as committee chairs to please meet with him briefly after the conclusion of today's meeting. Those interested in being committee chairs would be responsible for coordinating the work of their committee and would serve as ex-officio members of the Finance & Administration Committee. This change would help make sure that effective communication was taking place. Coordinator Schaefer also said that each committee should plan to meet at least twice between now and the start of the fall semester in order to start planning. In particular, the Programs & Services Committee will need to start planning Welcome Week for the fall semester and the Public Relations Committee will need to decide what ASCSM-themed giveaways to order. Mr. Schaefer reminded the group that at their last meeting, they had approved funding for a small summer event. Given the limited timeframe available during the summer, the event would most likely have to be sometime in the next two weeks. Finally, Coordinator Schaefer indicated that at the group's next meeting there would be two proposals to fund travel to the Student Senate for California Community Colleges (SSCCC) Fall General Assembly and the California Community College Student Affairs Association (CCCSAA) Student Leadership Conference, which is going to take place in October. For the General Assembly, we will only be taking four representatives. We are hoping to take a larger group to the CCCSAA Student Leadership Conference, and we have added extra funds to the conferences budget to allow for this. We are also looking at other conferences that we may be able to attend. For all of the conferences, we will be using an application process to determine who will attend.
- B. **Fauzi Hamadeh, Associate Advisor**, reminded members of the Student Senate of the rules governing the issuance of keys to the Student Senate Office. Mr. Hamadeh also encouraged members of the Senate to fully participate in the accreditation process and to take advantage of this opportunity.

X. Unfinished Business

- A. **Appointments – President Kupperberg**
President Kupperberg made the following appointments:
 - Matt Schmeeckle as a Senator

Motion to approve by Senator Girard; seconded by Senator Carlozzi. Hearing no objections, the motion carried.

- Senator Crews and Senator Alunni as members of the Social Action Committee, and Senator Alunni as a member of the Public Relations Committee.

Motion to by Senator Schmeackle; seconded by Senator Wong. Hearing no objections, the motion carried.

- Senator Crews as the student representative to the Library Advisory Committee.

Motion to approve by Senator Schmeackle; seconded by Senator Alvarado. Hearing no objections, the motion carried.

At this time, Senator Crews requested to be appointed to the Library and Learning Support Services 2013 Institutional Self Evaluation Standard Committee. Coordinator Schaefer explained that appointments to the accreditation committees and the other college committees would all take place after the start of the fall semester because not every member of the Student Senate was here and aware of what committees are available.

- The following as committee chairs/co-chairs:
 - Senator Carlozzi and Secretary Ramos as co-chairs of the Programs & Services Committee
 - Senator Gao as chair of the Public Relations Committee
 - Senators Norton and Schmeackle as co-chairs of the Legislative & Governmental Affairs Committee
 - Senators Patawaran and Sharpe as co-chairs of the Social Action Committee

Motion to approve the above appointments by Senator Alvarado; seconded by Senator Girard. Hearing no objections, the motion carried.

B. ASCSM 2011/12 Stage 1.0 Budget – Associate Advisor Hamadeh

Mr. Hamadeh introduced a revised version of the Stage 1.0 budget that reflected an estimated \$20,000.00 income from transfers from reserves. The reasoning behind this change is that the Student Senate has a sizeable reserve fund that should be used to help support campus life. The revised budget also showed increases in Club Assistance, Conferences, Ethnic and Cultural Affairs, Programs, and Publicity.

Motion to approve the Stage 1.0 Budget by Senator Schmeackle; seconded by Senator Wong.

The motion to approve the Stage 1.0 Budget carried with 12 in favor, 1 opposed, and 0 abstaining.

XI. New Business, Discussion, and Information Items

A. Election of ASCSM Student Senate Vice Chair – Vice President D. Medeiro

Motion to open nominations for the position of Vice Chair by Senator Patawaran; seconded by Senator Crews.

Senator Alvarado nominates Senator M. Medeiro. Senator M. Medeiro was not present, but had confirmed acceptance of the nomination with Coordinator Schaefer.

Senator Patawaran nominates herself.

Senator Girard nominates himself.

Senator Wong nominates Senator Sharpe. Senator Sharpe accepts the nomination.

Motion to close nominations by Senator Tran; seconded by Senator Schmeeckle.

Senator Schmeeckle asked about the duties of the Vice Chair. Coordinator Schaefer explained that the Vice Chair serves as a member of the executive board, chairs the Student Senate meetings when the Vice President is not present, and also chairs the Inter Club Council (ICC).

In support of her candidacy, Senator Patawaran explained that she was looking for more ways to be engaged with the Student Senate. As a student in Middle College, Senator Patawaran brings a unique perspective to the Senate and would like to share that in a bigger role.

Senator Schmeeckle requested that all the candidates make a brief statement about their qualifications and desire to be Vice Chair.

Senator Girard stated that he is a member of multiple clubs and understands the process that clubs have to go through for events planning and requesting funding from ICC. His close work with multiple groups makes him a strong candidate for the Vice Chair position.

Senator Sharpe stated that she has been involved with ICC for one year, and that she is a member of the Disabled Student Alliance, the Gay-Straight Alliance, and the Fire Tech Club. As Vice Chair, Ms. Sharpe would like to bring more diversity and broader representation to student events.

Senator Schmeeckle reminded each of the candidates to take into consideration their other commitments and how those commitments may impact their ability to fulfill the responsibilities of the Vice Chair. Coordinator Schaefer supported and reiterated Mr. Schmeeckle's comments.

Hearing no further discussion, the Senate moved to a vote:

- Senator M. Medeiro: 0
- Senator Patawaran: 1
- Senator Girard: 1
- Senator Sharpe: 10

Senator Sharpe was elected Student Senate Vice Chair for 2011/12.

B. Purchase of Mini-Fridge for ASCSM Student Senate Office – Coordinator Schaefer

As was discussed at a prior meeting, there have been several requests to have a mini-fridge purchased for the Student Senate Office. The proposal would fund up to \$300.00 to purchase a mini-fridge for Student Senate use.

Motion to approve allocating up to \$300.00 from the Furniture, Fixtures, and Equipment account (5181) for the purchase of a mini-fridge for the Student Senate Office by Senator Crews; seconded by Senator Tran.

Associate Advisor Hamadeh reiterated his prior request that the Student Senate be sure to keep the fridge clean. Coordinator Schaefer indicated that Vice President D. Medeiro would be putting together a rotating schedule of members, including Associate Senators, to clean the fridge. Associate Senator Vasquez suggested that the rotation include cleaning the microwave.

Associate Senator Leahy asked where the mini-fridge would be located. Coordinator Schaefer indicated that we would have to do some re-arranging in the Senate Office, and that it would most likely be placed where the black cabinet underneath the microwave is currently located. Associate Senator Leahy also asked if things could be left in the fridge over the weekend. The general consensus of the group was that this would not be allowed.

Senator Carlozzi asked what models were being considered, and if they were energy efficient. Coordinator Schaefer said that energy efficiency would be taken into account, and that we would purchase the most energy efficient model within our price range. Senator Carlozzi also indicated that he liked the idea of a rotation to clean fridge, but questioned why such an arrangement was necessary for the microwave since the last person to use it should clean-up after themselves. Mr. Schaefer indicated that this does not always happen, and that if the Office of Student Life kept getting reports that the microwave was dirty, it would be pulled from the Senate Office.

Senator Schmeackle called the question, which was seconded by Senator Crews.

The motion to call the question was carried with 7 in favor, 3 opposed, and 1 abstaining.

The motion to approve allocating up to \$300.00 from the Furniture, Fixtures, and Equipment account (5181) for the purchase of a mini-fridge for the Student Senate Office carried with 13 in favor, 0 opposed, and 0 abstaining.

C. Summer Event Planning – Coordinator Schaefer

As stated earlier, the Senate needed to come up with some concrete plans for the already approved summer event. The group decided to hold the event on Wednesday, July 20. The group discussed handing out It's-It ice cream. Depending on what would be available and practical, it was also suggested that water and lemonade be handed out. The group decided there would be two shifts during the day: first from 9:45 am to 10:30 am and then again from 12:30 pm to 1:30 pm. In the evening, from 5:30 pm to 6:30 pm, the group decided to hand out coffee, tea, and hot chocolate for night students. Coordinator Schaefer indicated that he would reach out to Drip Coffee to see if they would be able to supply coffee for the event.

D. Welcome Week – Coordinator Schaefer

Coordinator Schaefer suggested that this item be referred to the Programs & Services Committee for discussion.

Motion to refer Welcome Week planning to the Programs & Services Committee by Senator Girard; seconded by Senator Norton.

Associate Senator Albawayah asked when Welcome Week would be held. Coordinator Schaefer said that it is usually the first full week of the semester. Associate Senator Albawayah indicated that the first week of the fall semester coincides with Ramadan, and requested that the Programs & Services Committee take this into consideration when planning the event.

Hearing no objections, the item was referred to the Programs & Services Committee.

E. ASCSM Goals for 2011/12 – Coordinator Schaefer & President Kupperberg

Due to time constraints, Coordinator Schaefer requested that this item be tabled until the next meeting.

Motion to table until next meeting by Senator Girard; seconded by Senator Schmeackle.

Hearing no objections, the item was tabled until next meeting.

XII. Committee Reports

None.

XIII. Future Agenda Items

The following items were suggested for consideration for a future agenda:

- Funding to attend the SSCCC Fall General Assembly
- Funding to attend the CCCSAA Student Leadership Conference
- ASCSM Goals for 2011/12

XIV. Final Announcements & Hearing of the Public

Senator Girard reported that the campus blood drive held on campus last Wednesday was very successful, and that he is working to organize one for the end of August.

Coordinator Schaefer announced that Associate Advisor Hamadeh will be out on Monday and Tuesday of next week, and that he would be out Wednesday and Thursday of next week.

Senator Patawaran reminded everyone about the *Bye, Bye Birdie* production in August.

XV. Adjournment

Motion to adjourn by Senator Crews; seconded by Senator Schmeackle. Hearing no objections, the meeting was adjourned at 4:09 pm.

Submitted by

/s Regina Ramos
Secretary

/s Fauzi Hamadeh
Associate Advisor