



The Associated Students of College of San Mateo

**Student Senate Minutes (Approved)**

Monday, June 4, 2012

2:15 p.m.

College of San Mateo, College Center, College Heights Conference Room (Bldg. 10, Rm. 468)

**I. The meeting was called to order at 2:18 p.m.**

**II. Swearing In**

- a. Student Activities Assistant Fauzi Hamadeh swore in Paige Kupperberg as ASCSM President for 2012/13. President Kupperberg then swore in the ASCSM Student Senate for 2012/13.

**III. Roll Call**

**a. Members in Attendance**

**Executive Officers:** President Paige Kupperberg; Vice President Hayley Sharpe; **Senators** Kat Alvarado, Gabriel Denham, Elizabeth Hoffman, Alicia Kinert, Laszlo Lengyel, Cara Liao, Leylany Marquez, Nikki Ramos, Sonja Roberts, Adam Sakov, Eli Sakov, and Therese Salazar.

**b. Advisors in Attendance**

Aaron Schaefer, Coordinator of Student Activities; Fauzi Hamadeh, Student Activities Assistant.

**c. Guests in Attendance**

Bill Callahan, Bailey Girard, Joe Gonzalez, John Kilic, and Regina Ramos.

**IV. Approval of the Agenda**

- a. Motion to approve the agenda as presented by Senator Alvarado; seconded by Senator Kinert. Hearing no objections, the motion carried.

**V. Approval of the Minutes of Prior Meeting(s)**

- a. The minutes of the Monday, May 14, 2012 meeting were unavailable. Hearing no objections, approval of the minutes was tabled until next meeting.

**VI. Announcements & Hearing of the Public**

- a. Mr. Bailey Girard announced that he was still looking for members of the Student Senate interested in tabling at the San Mateo County Fair as part of the College's outreach efforts. Anyone available and interested in participating should speak with Mr. Girard.

**VII. Special Presentations**

- a. Parliamentary Procedure – Aaron Schaefer and Fauzi Hamadeh  
Mr. Schaefer and Mr. Hamadeh distributed copies of the Parliamentary Procedure At-A-Glance reference sheet and outlined some of the most commonly used parliamentary procedure terms and motions.

**VIII. Reports**

**a. Executive Officers**

- i. **President Kupperberg** welcomed the members of the 2012/13 Student Senate and expressed her hope for a successful year. Ms. Kupperberg announced that elections for ASCSM Finance Director and Vice Chair would take place at the next meeting, along with appointments to ASCSM Committees. Anyone interested in a position should contact Ms. Kupperberg directly. President Kupperberg also stated that she is looking forward to getting to know everyone at the summer retreat.
- ii. **Vice President Sharpe** echoed President Kupperberg's welcome. She encouraged members of the Senate who have questions or concerns to contact her via email or via Facebook.
- iii. **Finance Director** – No report, position vacant.
- iv. **Vice Chair** – No report, position vacant.
- v. **Secretary** – No report, position vacant.

**b. Senators**

- i. No reports.

**c. Advisors**

- i. **Aaron Schaefer, Coordinator of Student Activities**, welcomed the 2012/13 Student Senate and congratulated them on stepping up and taking a leadership role on campus. Mr. Schaefer continued by outlining standing rules for the Student Senate meetings: All mobile phones must be put away during meetings and put on vibrate or turned off; laptops should not be used during the Senate meetings; and side conversations should be kept to a minimum. Mr. Schaefer explained that as advisors, he and Mr. Hamadeh cannot tell the Senate what to do and what not to do. However, as Coordinator and advisor, they are responsible for drawing the line on legal or ethical issues that may hurt the Senate or the College. Mr. Schaefer announced that the Student Senate Office will be cleaned and then will be available for use. It is the responsibility of the members of the Senate to keep the office, including the refrigerator and microwave, clean. Mr. Schaefer then distributed and reviewed the list of rules for the Student Senate Office. Finally, Mr. Schaefer provided information about the upcoming leadership retreat.
- ii. **Fauzi Hamadeh, Student Activities Assistant**, welcomed the 2012/13 Student Senate. Following up on some of what Mr. Schaefer said, Mr. Hamadeh announced that keys to the Senate Office would be available to be checked out. He also distributed a contact sheet that will be used to compile contact information that will be shared with members of the Student Senate. Mr. Hamadeh also confirmed that everyone was receiving email messages from the Student Senate list-serve and that they had been added to the Facebook Group.

**d. Committees**

- i. No reports.

**IX. Unfinished Action, Discussion, and Information Items**

- a. None.

**X. New Business, Discussion, and Information Items**

- a. **Travel Allowance for AS President – President Kupperberg & Coordinator Schaefer**

Mr. Schaefer explained that President Kupperberg had been elected as a Senator from Region 3 of the Student Senate for California Community Colleges (SSCCC). As part of her responsibilities as a Senator and the delegate from College of San Mateo, Ms. Kupperberg will be required to travel extensively for regional meetings and SSCCC Council meetings. Further, Mr. Schaefer explained that Ms. Kupperberg would have to present receipts that reflected her expenditures before being reimbursed.

Motion to approve a travel allowance for President Kupperberg for SSCCC-related travel for summer and fall 2012 not to exceed \$1,000.00 by Senator Salazar; seconded by Senator Lengyel.

The motion carried with 12 in favor, 0 opposed, and 0 abstained.

**b. Leave of Absence for Senator Gabriel Denham – Coordinator Schaefer**

Mr. Schaefer explained that Senator Denham had approached the Center for Student Life regarding an internship that he had signed up for prior to running for Student Senate. The internship would require almost all of his time during the summer, and he would not be able to attend the bulk of the summer Senate meetings. Mr. Denham was, however, able to attend the summer leadership retreat and this first Student Senate meeting. Mr. Schaefer mentioned that the leave of absence was something new as part of the revised ASCSM Constitution, and that it was up to the Senate to grant such a request.

Motion to approve a leave of absence for summer 2012 to Senator Gabriel Denham by Senator Alvarado; seconded by Senator Salazar.

The motion carried with 11 in favor, 0 opposed, and 1 abstaining.

**c. Summer Welcome Event – President Kupperberg & Coordinator Schaefer**

Mr. Schaefer explained that the Senate had begun sponsoring a welcome event during the summer session. The event is kept small because the Student Body Fee is not collected during the summer session. However, the event is a nice way to reach out to summer students and make them feel welcome.

Motion to approve \$500.00 for supplies for a summer welcome event by Senator Kinert; seconded by Senator Alvarado.

The Senate inquired as to what kind of event was planned. Mr. Schaefer explained that it was up to the Senate, but that the group usually gave away It's-It ice cream, water, and ASCSM promotional items. President Kupperberg said that she had some initial ideas. A small working group would be put together to plan the event.

The motion carried with 12 in favor, 0 opposed, and 1 abstaining.

**d. Review of ASCSM Constitution and AS Structure – Coordinator Schaefer & Associate Advisor Hamadeh**

Due to time constraints, it was recommended that this item be tabled to the next meeting.

Motion to approve tabling Review of ASCSM Constitution and AS Structure to next meeting by Senator Denham; seconded by Senator Salazar. Hearing no objections, the motion carried.

**e. Campus Leadership Retreat – Coordinator Schaefer**

Coordinator Schaefer explained that this request for funding is for the leadership conference sponsored by the Center for Student Life and open to the general campus community. This request is usually brought after the start of the fall semester, but after some initial research, a location had been found and the deposit was needed as soon as possible.

Motion to approve by Senator Hoffman; seconded by Senator E. Sakov.

In response to questions from the Student Senate, Mr. Schaefer explained that this conference was primarily directed towards the leaders of campus clubs and student organizations, but that individuals from the general student body could also apply if interested. The first conference last year was very successful, and the Center for Student Life would like to continue to offer this opportunity for further leadership development at CSM.

The motion carried with 12 in favor, 0 opposed, and 0 abstaining.

**X. Future Agenda Items**

- a. The following items were suggested for a future agenda:
  - i. Review of ASCSM Constitution and AS Structure (tabled from this meeting)
  - ii. Evaluation of Leadership Retreat
  - iii. General Budget Overview
  - iv. Presentation on the Brown Act

**XI. Final Announcements & Hearing of the Public (15 minutes per topic, 3 minutes per speaker)**

- a. **President Kupperberg** said that she would be available during the semester in the Senate Office and encouraged members of the Student Senate to come talk to her about any issues or concerns they might have. She also encouraged members of the Senate to go out and tell students about ASCSM and get students involved.

**XII. Adjournment**

- a. Motion to adjourn by Senator Salazar; second by Senator Alvarado. Hearing no objections, the meeting was adjourned at 3:55 p.m.