



The Associated Students of College of San Mateo

Student Senate Minutes (Approved)

Monday, August 26, 2013

2:15 pm

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

I. The meeting was called to order at 2:15 p.m.

II. Roll Call

Members present: President Hayley Sharpe; Vice President Amanda Governale; Finance Director Hanna Haddad; Secretary Chris Tran; Senators Aaron Basuel, Christopher Cheung, Jason Dutton, Maggie Garcia, Bailey Girard, Shayna Lee, Qiushi Li, Yiyuan Liang, Sarah Lowe, Nick Vasquez, and Haowen Zhou.

Members absent: Vice Chair Bill Callahan.

Visitors/Guests: Leylany Marquez, Halle Finegold, Student Trustee David Latt, Yifei Oliver Li, Rui Yao, Weng Yi, Xiongfei Wang, Yulin Wang, Piam Mottaghian, Joshua Yeager, Patricia Jordan, Garret Batter, Mike Mitchell.

III. Approval of the Agenda

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

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

Motion to approve the minutes of the Monday, August 5, 2013 meeting by Senator Girard; seconded by Senator Garcia. Advisor Hamadeh requested that Senator Lowe's name be added under Members Absent in the Roll Call section. Senators Girard and Garcia accepted this change as a friendly amendment.

Hearing no objections, the amended minutes of the Monday, August 5, 2013 meeting were approved.

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

Senator Vasquez announced that Otter Books in San Mateo would be going out of business and was holding a closing sale. The store is open until 6 p.m. today and from 11 a.m. to 6 p.m. All books are on sale for \$1. Mr. Vasquez encouraged anyone who loves reading to visit the store before it closes.

Student Trustee David Latt distributed copies of the draft bylaws for District Student Council (DSC) and asked that anyone with feedback to please contact him.

Hearing no objections, Vice President Governale suspended the order of the day to take up New Business Item A, CSM Accreditation Update and New Business Item B, Transfer Day Funding.

CSM Accreditation Update- Vice President of Student Services Jennifer Hughes

Vice President of Student Services and CSM Accreditation Liaison Office Jennifer Hughes provided an update regarding the College's accreditation process and the accrediting team site visit, which will take place between October 21st and 24th, 2013. Vice President Hughes thanked the students for their involvement with the accreditation process and expressed her confidence that CSM is in a strong position going into the visit. She invited members of the Senate to read the Self-Evaluation document, which is posted online. Hard copies will also be available in the Center for Student Life.

Transfer Day Funding-Mike Mitchell

Mike Mitchell, Transfer Center Program Services Coordinator, explained that the CSM Transfer Fair, which is scheduled to take place Monday, September 16th, is an opportunity for students to learn about transfer opportunities directly from College and University representatives. So far, 70 schools have RSVP-ed to the

event, and that number will most likely continue to grow. Mr. Mitchell is requesting ASCSM support for the lunches for the College and University representatives, table cloths, and poster paper.

Motion to approve \$500.00 from the College Program Assistance account (#5032) to support Transfer Day by Senator Basuel; seconded by Senator Vasquez.

Senator Vasquez asked which colleges would be attending the fair. Mr. Mitchell said that he had received RSVPs from U.C.s, CSUs, and private schools from in-state and out-of-state.

By a vote of 11 in favor, 0 opposed, and 0 opposing, the motion carried.

Hearing no objections, Vice President Governale resumed the order of the day.

VI. Reports

a. Officers

1. **President Sharpe** reminded members of the Senate of the importance of the accreditation process and asked them all to plan to be present at the various campus meetings regarding accreditation. She also asked that everyone keep up to date on their participatory governance meetings. If anyone has not been contacted by the chair of the committee to which they have been appointed, please contact Advisor Schaefer or Hamadeh. Finally, President Sharpe reported that she and Vice President Governale had met with Vice President of Student Services Hughes regarding the parking situation. Vice President Hughes said that she had been working with Public Safety to monitor the situation, and that she was confident the issues would dissipate after the start of the semester rush. Vice President also said that if things did not improve, she would begin exploring arrangements with the firms that are renting the lower Hillsdale parking lots to mitigate the problems.
2. **Vice President Governale** had no report.
3. **Finance Director Haddad** had no report.
4. **Vice Chair Callahan** was not present.
5. **Secretary Tran** had no report.

b. Senators

None.

c. Advisors

1. **Aaron Schaefer, Student Life and Leadership Manager**, reminded everyone that the Welcome Week event is this week, and that all members of the Senate are expected to participate and help out. Mr. Schaefer also reminded everyone that ASCSM T-shirts and polo shirts are available. Mr. Schaefer mentioned that he would not be on campus Tuesday and that he would be back on Wednesday. Finally, Mr. Schaefer asked that all task forces setup meetings this week to begin their work.
2. **Fauzi Hamadeh, Student Life and Leadership Assistant**, reminded the members of the Senate about the rules regarding the Student Senate Office.

d. Committee Reports

1. Executive Cabinet

President Sharpe announced that because there would be no Senate meeting on Monday, Sept. 2nd due to the Labor Day Holiday, there would be no Executive Cabinet meeting this upcoming Thursday.

2. Advocacy Board

Senator Girard announced that the Advocacy Board would be meeting tomorrow (Tuesday, Aug. 27th) at 4 p.m. in the Center for Student Life (Building 17, Room 112).

3. Programming Board

Senator Garcia thanked everyone who had helped out already with Welcome Week planning and preparation. She reminded members of the Senate to sign up for shifts to help with the event and passed around a sign-up sheet. Ms. Garcia reviewed the plans for the event and encouraged everyone to invite their friends and classes.

4. Inter Club Council

The first meeting of the ICC for the Fall 2013 semester is scheduled for Wednesday, Sept. 4th.

5. ASCSM Task Forces

The Volunteering & Community Service Task Force reported that the group had met this morning and had identified areas of service they would like to focus on.

6. College, District, and State Committees, Boards, and Organizations

No reports; President Sharpe and Advisor Schaefer reminded everyone to please follow-up regarding their participatory governance appointments.

VII. Unfinished Action, Discussion, and Information Items

a. Appointments – President Sharpe

President Sharpe made the following appointments:

To the position of Senator:

- Yifei Oliver Li
Motion to approve by Senator Lee; seconded by Senator Lowe.
Hearing no objections, the motion carried.
- Halle Finegold
Motion to approve by Senator Vasquez; seconded by Senator Y. Li.
Hearing no objections, the motion carried.

To the Programming Board:

- Senator Basuel
- Student At-Large Leylany Marquez
- Student At-Large Divyashish Kumar
Motion to approve by Senator Basuel; seconded by Senator Garcia.
Hearing no objections, the motion carried.

To the Advocacy Board:

- Student At-Large Piam Mottaghian
Motion to approve by Senator Y. Li; seconded by Senator Basuel.
Hearing no objections, the motion carried.

b. Legislative Bills – Advocacy Board Chair

None.

VIII. New Business, Discussion, and Information Items

b. Printing of ASCSM and Student Life Brochures – Advisor Schaefer

Advisor Schaefer explained that due to the short timeframe between the start of the semester and Welcome Week, he had consulted with members of Executive Cabinet to receive approval to request retroactive funding for the printing of ASCSM and Student Life brochures. Members of Executive Cabinet gave this approval. This proposal would approve up to \$900.00 for the cost of printing the brochures.

Motion to approve \$900.00 from the Printing account (#TBD) by Senator Garcia; seconded by Senator Girard.

By a vote of 13 in favor, 0 opposed, and 0 abstaining, the motion carried.

c. Welcome Week-Programming Chair Garcia

Because Senator Garcia had already covered this item as part of the Programming Board report, there were no objections to moving to the next item.

d. Establishment of Diversity Committee-President Sharpe

During the Senate's discussion about goals for the 2013/14 academic year, the group recognized the need for the establishment of a Diversity Committee. Senator Vasquez will serve as chair. The first meeting will be Tuesday, September 3rd at 2:30 p.m. in the Center for Student Life. The group will discuss its mission and the possibility of changing its name.

Motion to approve creation of the Diversity Committee by Senator Garcia; seconded by Senator Basuel.

By a vote of 13 in favor, 0 opposed, and 0 abstaining, the motion carried.

e. Budget Update and revision-Finance Director Haddad

Finance Director Haddad presented the Stage 1.5 Budget to the Senate. This budget reflects the final numbers for the 2012/13 year. It also includes the addition of a new account, Printing, for large printing projects.

Motion to approve the Stage 1.5 Budget by Senator Basuel; seconded by Senator Vasquez.

By a vote of 13 in favor, 0 opposed, and 0 abstaining, the motion carried.

f. Popcorn Supplies Funding-Advisor Schaefer

Advisor Schaefer explained that the supply of popcorn packets that are used in the popcorn machine is running low and it is time to restock.

Motion to approve \$600.00 from the Program account (#5150) to purchase popcorn supplies by Senator Y. Li; seconded by Senator Basuel.

By a vote of 12 in favor, 0 opposed, and 1 abstaining, the motion carried.

g. Funding for Senate Teambuilding Activities –Advisor Schaefer

Advisor Schaefer explained that Finance Director Haddad had suggested that the Senate do additional teambuilding activities to promote cohesion and camaraderie among the group. This proposal would fund such activities for the Fall 2013 semester.

Motion to approve \$1,000.00 from the Program account (#5150) for Fall 2013 Senate teambuilding activities by Senator Vasquez; seconded by Senator Dutton.

By a vote of 12 in favor, 0 opposed, and 1 abstaining, the motion carried.

IX. Future Agenda Items

Members of the Senate suggested the following items for a future Student Senate meeting:

- ASCSM Goal Action Steps
- DSC Bylaw review
- Diversity Board update
- Advocacy Board town hall
- Welcome Week debrief

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

Finance Director Haddad suggested that the tables in the conference room be rearranged so that guests were not off to the side of the room. He also suggested that the proposal forms be revised to include the date of an event that is being proposed.

Advisor Schaefer reminded anyone interested in attending the CCCSAA conference for the SSSCC General Assembly to submit an application. He also asked that Senators who have not yet had their picture please come to the Center for Student Life directly after this meeting to have a photo taken.

XI. Adjournment

Motion to adjourn at 3:53 p.m. by Senator Lowe; seconded by Senator Lee.

Hearing no objections, the motion carried.

Submitted by,

Fauzi K. Hamadeh
Student Life and Leadership Assistant
Center for Student Life and Leadership
College of San Mateo