



Associated Students of College of San Mateo
Election Commission Special Meeting
Minutes (Unapproved)

Thursday, February 20, 2014
College of San Mateo, Building 16, Room 151

- I. Call to Order: 8:39 a.m.**
- II. Roll Call**
 - a. Members present: Chair Amanda Governale; Senators Melissa Khoo and Nick Vasquez; Student Life & Leadership Manager Aaron Schaefer, Student Life & Leadership Assistant Fauzi Hamadeh.
- III. Approval of the Agenda**
 - a. Motion to approve the agenda by Senator Vasquez; seconded by Senator Khoo. Hearing no objections, the motion carried.
- IV. Approval of the Minutes of Prior Meeting(s)**
 - a. None.
- V. Announcements & Hearing of the Public**

None.
- VI. Reports**
 - a. **Chair Amanda Governale** had no report.
 - b. **Members** had no reports.
 - c. **Advisors**
 1. Aaron Schaefer, Student Life & Leadership Manager, had no report.
 2. Fauzi Hamadeh, Student Life & Leadership Assistant, had no report.
- VII. Unfinished Action, Discussion, and Information Items**
 - a. None.
- VIII. New Business, Discussion, and Information Items**
 - a. **Review of Election Guidelines & Role and Responsibilities of Election Commission**

Advisor Schaefer reviewed the roles and responsibilities of the Election Commission and the ASCSM Bylaws regarding elections. The group also discussed the policy and procedures for the election of the Student Trustee Nominee.
 - b. **Student Trustee Nominee Election Promotion**

The Commission discussed ways to promote the Student Trustee Nominee election. Senators Khoo and Vasquez were assigned to work together to put together a flier by Wednesday, Feb. 26 at 12 p.m. (noon). Chair Governale suggested putting together talking points and asking members of the Senate to speak in their classes regarding the election. Advisor Schaefer suggested putting the item on the Senate agenda and asking each Senator to indicate which classes they would be speaking to. In addition, Advisor Schaefer will also work with the Marketing Department to put out an all-student email about the election.
- IX. Future Agenda Items**

None.
- X. Final Announcements & Hearing of the Public**

None.
- XI. Adjournment**
 - a. Motion to adjourn a 9:09 a.m. by Senator Khoo; seconded by Senator Vasquez. Hearing no objections, the motion carried.