



The Associated Students of College of San Mateo

Student Senate Minutes (Approved)

Monday, August 5th, 2013

2:15 pm

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

The public is invited and encouraged to attend all ASCSM Student Senate Meetings. All meetings are open to the public, and are accessible to those with disabilities. Start times are approximate. The public may address the Student Senate on non-Agenda items during the Announcements & Hearing of the Public items on the Agenda. Members of the public may participate in discussions only when recognized by the Chair.

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

II. Roll Call

Members in Attendance: President Hayley Sharpe; Vice President Amanda Governale; Vice Chair Bill Callahan; Senators Michelle Chan, Jason Dutton, Maggie Garcia, Bailey Girard, Shayna Lee, Yiyuan Liang, and Nick Vasquez.

Members Absent: Finance Director Hanna Haddad; Secretary Paige Kupperberg; Senators Aaron Basuel and Sarah Lowe.

Advisors Present: Aaron Schaefer, Student Life and Leadership Manager; Fauzi Hamadeh, Student Life and Leadership Assistant.

Guests and Visitors: Gary Dilley, CSM Interim Vice President of Instruction; David Z. Latt, SMCCCD Student Trustee; John Eckstein; Piam Mottaghian; YiFei Li Oliver; Rui Yao; Meng Yu.

III. Approval of the Agenda

Motion to approve the agenda by Senator Girard; seconded by Senator Vasquez. Vice President Governale requested New Business Items A and B be moved after New Business Items C, D, and E. Senators Girard and Vasquez accepted these changes as a friendly amendment. Hearing no objections, the agenda was approved as amended.

Hearing no objections, Vice President Governale suspended the order of the day and moved to Announcements & Hearing of the Public.

V. Announcements & Hearing of the Public

Interim Vice President of Instruction Gary Dilley introduced himself to the Student Senate. Mr. Dilley explained that he would be serving as CSM's VPI for the Fall 2013 semester and that he is honored to have the opportunity to serve the College again. Mr. Dilley shared some of his personal background, highlighting how he had been born in San Francisco, grew up near Marsh Road in Menlo Park, and went to school first in Redwood City before attending Menlo-Atherton High School. Vice President Dilley is very interested in student success, and knows that the original reason a student stepped foot on campus – whether it was to play a sport or just fulfill general education – may not be the reason they stay on campus. Mr. Dilley believes there are certain standards that have to be met as a college student and that he wants to see programs that give students a connection and an anchor to the campus. He praised the Associated Students, along with campus clubs and organizations, for being one such program. Vice President Dilley also encouraged current students to keep connected with the college after they transfer because you never know what amazing things may be accomplished by CSM alumni.

SMCCCD Student Trustee David Z. Latt introduced himself and said that he would try to be at ASCSM meetings at least once a month. Mr. Latt recognized Senator Girard for his service last year as Student Trustee by saying he had big shoes to fill. Student Trustee Latt praised President Sharpe and Vice President Governale, who has already had the opportunity to work with, for being extremely knowledgeable and for representing students so

well. Mr. Latt stated that he would like to establish a sense of community across the entire district. To that end, he just launched a Facebook Page as a way to communicate with students regarding important issues. Student Trustee Latt also announced that there would be an online meeting of the District Student Council Bylaws Task Force on Tuesday, August 6 at 2 p.m.; that there would be a District Student Council meeting at Cañada College next week; and that he is looking forward to attending the ASCSM Leadership Retreat this upcoming weekend.

John Eckstein, CSM Psychological Services Intern and CSM Cares Peer Educators Coordinator, introduced himself and provided information about the CSM Cares Peer Educators. There are currently eight peer educators who are working mental health advocacy. The Peer Educators are focusing on how to stay mentally healthy and how to dispel some of the myths and stigma that surround mental health issues. The Peer Educators have begun doing outreach tabling in College Center and are starting to do outreach to classrooms. Mr. Eckstein stated that he hoped the Peer Educator program would continue after the funding for the CSM Cares grant ends.

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

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

Motion to approve the minutes of the Monday, July 22, 2013 meeting as presented by Vice Chair Callahan; seconded by Senator Girard. Hearing no objections, the motion carried.

VI. Reports

a. Officers

1. **President Hayley Sharpe** welcomed everyone to the final meeting of the Summer 2013 session and thanked everyone for being committed to attending the summer meetings. President Sharpe reminded the Senate that the first meeting of the Fall 2013 semester would be Monday, August 26. Ms. Sharpe reported that she had attended last week's Board of Trustees meeting and the District Student Council meeting. President Sharpe reminded everyone that the ASCSM Leadership Retreat would be held during the upcoming weekend; that the CSM New Faculty Orientation would take place on Wednesday, August 14; that District Opening Day would take place on Thursday, August 15 at Cañada College; that CSM Welcome Day would take place on Friday, August 16; that the fall semester would begin Monday, August 19; and that ASCSM Welcome Week would take place the second week of the fall semester.
2. **Vice President Amanda Governale** had no report except to wish everyone who had finals for eight-week summer courses good luck.
3. **Finance Director Hanna Haddad** was absent.
4. **Vice Chair Bill Callahan** reported that he had been putting up fliers encouraging students to join Clubs around campus. Mr. Callahan will be in the Event Prep Room this Thursday from 8 a.m. to 12 p.m. working on posters and invited anyone available to join him. Finally, Vice Chair Callahan announced that he is working with Professor James Clifford and the Psychology Club to hopefully bring the Psi Beta Psychology Honor Society to CSM.
5. **Secretary Paige Kupperberg** was absent.

b. Senators

No reports.

c. Advisors

1. **Aaron Schaefer, Student Life and Leadership Manager**, reminded the group that the ASCSM Leadership Retreat would take place over the upcoming weekend. The itinerary for the retreat would be sent out on Tuesday. Mr. Schaefer asked that those attending please remember to inform friends, loved ones, etc. that they would be away for the weekend. Mr. Schaefer also reminded the group that Welcome Day would take place on Friday, August 16. Additional

information about the event will be sent out via the email list-serve. He encouraged members of the Senate to help with the event as it is an important opportunity to promote the A.S. and welcome new students.

2. **Fauzi Hamadeh, Student Life and Leadership Assistant**, had no report.

d. Committee Reports

1. **Executive Cabinet**

President Sharpe reported that Executive Cabinet would be meeting on Thursdays at 8:15 a.m. for the fall semester.

2. **Advocacy Board**

No report.

3. **Programming Board**

Chair Garcia reported that plans for Welcome Week were coming along. The event would take place between Tuesday, August 27 and Thursday, August 29 from 11 a.m. to 2 p.m. in the College Center Plaza. So far, there are plans to have radio stations, a rock climbing wall, a mechanical bull, free food, and giveaways. Ms. Garcia encouraged everyone to sign-up to help out with the event. Advisor Schaefer reiterated the need for members of the Senate to volunteer to help. He explained that this is part of the responsibilities as members of the Senate, and that help is especially needed for setup and cleanup.

4. **Inter Club Council**

Chair Callahan announced that the first ICC meeting for the fall semester would be either Wednesday, September 4 or Wednesday, September 11, depending on how many clubs had submitted paperwork to the Center for Student Life. The meeting would be at 1:30 p.m. in Building 18, Room 308.

5. **ASCSM Task Forces**

No reports.

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

- i. **District Student Council**

President Sharpe reported that she, Vice President Governale and Senators Girard and Dutton had attended the last DSC meeting. This was an introductory meeting and a chance to meet the representatives from Cañada College and Skyline College. The group discussed goals for the year, including holding a district-wide event. DSC also discussed the accreditation process and the upcoming site visits. The next DSC meeting will be August 14.

- ii. **SMCCCD Board of Trustees**

President Sharpe reported that the Board of Trustees had approved all three College's accreditation reports at their last meeting. The next meeting of the Board is this Wednesday, August 14.

VII. Unfinished Action, Discussion, and Information Items

- a. **Appointments – President Sharpe**

President Sharpe made the following appointments:

- Yi Fei Oliver Li as an At-Large Student on the Programming Board

Motion to approve the appointment of Mr. Li to the Programming Board by Senator Dutton; seconded by Senator Garcia.

Mr. Li introduced himself, explaining that he was originally from Beijing, China, and that he has always been very outgoing and involved in extra-curricular ideas. Mr. Li said he had some “crazy” ideas to bring to the Programming Board. President Sharpe explained that she had met Mr. Li at the International Student Orientation and that he had already helped out with the ASCSM’s summer ice cream giveaway event.

By a vote of 8 in favor, 0 opposed, and 0 abstaining, Mr. Li’s appointment to the Programming Board was confirmed.

- Senators Lee and Vasquez to the Programming Board

Motion to approve the appointment of Senators Lee and Vasquez to the Programming Board by Senator Girard; seconded by Vice Chair Callahan.

Mr. Mottaghian asked if Senators Lee and Vasquez could fit this into their schedules. Vice President Governale interjected that because meetings had not been scheduled for the fall semester, the question was premature. Mr. Mottaghian withdrew his question.

By a vote of 8 in favor, 0 opposed, and 0 abstaining, the appointment of Senators Lee and Vasquez to the Programming Board was confirmed.

- Vice Chair Callahan and Senators Dutton and Vasquez to the Advocacy Board

Motion to approve the appointment of Vice Chair Callahan and Senators Dutton and Vasquez to the Advocacy Board by Senator Garcia; seconded by Senator Girard.

Hearing no objections, the appointment of Vice Chair Callahan and Senators Dutton and Vasquez to the Advocacy Board were confirmed.

- b. **Legislative Bills – Advocacy Board Chair**
None.

VIII. New Business, Discussion, and Information Items

- a. **CCCSAA Conference Funding Request**

Advisor Schaefer explained that the conference is an annual leadership training opportunity sponsored by the California Community College Student Affairs Association, which is made up of advisors and other student affairs professionals from around the state. This year’s conference will take place in Sacramento, so there is no need for airfare funding which means we can potentially take more people.

Motion to approve \$4,000.00 from the Conferences account (#5033) to send up to 11 people to the CCCSAA Student Leadership Conference by Senator Girard; seconded by Vice Chair Callahan.

By a vote of 8 in favor, 0 opposed, and 0 abstaining, the motion carried.

- b. **SSCCC General Assembly Funding Request**

Advisory Schaefer explained that each semester, the Student Senate for California Community Colleges (SSCCC), which is the statewide student representative organization, holds a General Assembly. These General Assemblies are an opportunity for students to learn about different issues that are the community college system. The Fall 2013 GA will be held in Monterey, which eliminates the need for airfare funding. However, given the highly specialized nature of this conference, it has been A.S. policy to send four students and one advisor.

Motion to approve \$3,500.00 from the Student Representation Trust account to send up to the five people to the Fall 2013 SSSCC General Assembly by Senator Vasquez; seconded by Vice Chair Callahan.

By a vote of 8 in favor, 0 opposed, and 0 abstaining, the motion carried.

c. Ice Machine Funding Request

Advisor Schaefer explained that the ice machine that has been utilized by the A.S., student organizations, and other college groups for various events had recently broken down. After having the machine assessed, it was determined that repairing the unit would cost almost as much as purchasing a new machine. Given that the machine is used by the campus community, it is being proposed that the cost of the machine be split between the A.S. and funds from the campus vending accounts.

Motion to approve a maximum of \$3,000.00 from A.S. reserves for half the cost a new ice machine by Senator Garcia; seconded by Senator Vasquez.

By a vote of 8 in favor, 0 opposed, and 0 abstaining, the motion carried.

d. ASCSM Goal Action Steps

Based on the goals that had been adopted at the last meeting, the Senate established the following list of action steps:

Goal 1: Increase diversity and cultural awareness.

- Establish a diversity and cultural awareness committee.
- Conduct at least two diversity events per semester.
- Collaborate with other groups on campus, such as DIAG, EOPS, Peer Educators, and the Multicultural Center.

Goal 2: Increase Senate involvement and collaboration with clubs.

- Increase social media outreach for CSM Clubs.
- Have members of the Senate “adopt” a club and report back to the Senate.
- Establish a “club calendar.”

Goal 3: Promote community involvement and volunteer work by the Senate and the campus community.

- Establish task force on volunteer and community involvement.
- Task force plans one event for Senate and members of the campus community.
- Task force plans one on-campus donation drive.
- Task force helps plan CSM Volunteer Fair.

Goal 4: Effectively communicate with students and increase awareness of ASCSM.

- Establish an Outreach Task Force.
- Meet a Senator table.
- Increase fliers and PR.
- Conduct student survey during welcome week.
- Do classroom visits.

Goal 5: Provide greater representation and transparency in matters relating to ASCSM funding and finances.

- Due to the absence of Finance Director Haddad, the development of action steps for this goal was tabled until the next meeting.

Goal 6: Promote teambuilding and cohesiveness.

- Establish a Senate Social Event Task Force.
- Establish a Senate movie night.

Hearing no objections, this item was tabled until the next meeting to allow Finance Director Haddad input into the creation of action steps for Goal #5.

e. Task Force Appointments

Based on the discussion regarding the action steps for the ASCSM Goals, President Sharpe made appointments to the following ASCSM Task Forces:

- Volunteering and Community Involvement Task Force
Senator Lee (Chair), Vice President Governale, Senator Vasquez, and At-Large Student Li
- Outreach and PR Task Force
Senator Dutton (Chair), President Sharpe, and Senator Girard
- Senate Social Events Task Force
Senator Dutton (Chair), President Sharpe, and Senator Vasquez

Motion to approve the above task force appointments by Senator Lee; seconded by Senator Vasquez.

Hearing no objections, the motion carried.

Because this item was specific to task force appointments, the Senate could not establish a Diversity and Cultural Awareness Committee. It was requested that the creation of a Diversity Committee be placed on the next Senate agenda. Senators Vasquez and Garcia and At-Large Student Li volunteered to serve on the committee, with Senator Vasquez serving as Chair.

IX. Future Agenda Items

The following items were suggested for the next Senate agenda:

- Establishment of the Diversity and Cultural Awareness Committee
- Development of Action Steps for ASCSM Goal #5
- Accreditation Update by Vice President of Student Services Jennifer Hughes

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

Student Trustee Latt commended the group for having great ideas and expressed his pleasure at being at today's meeting.

Advisor Schaefer reminded members of the Senate to sign-up to help on Welcome Day. The following people volunteered: President Sharpe, Vice President Governale, Vice Chair Callahan, Senators Chan, Dutton, Lee, Liang, Garcia, and Girard; Student At-Large Li; and Student Trustee Latt. Mr. Eckstein also volunteered the services of the CSM Cares Peer Educators.

XI. Adjournment

Motion to adjourn by Vice Chair Callahan; seconded by Senator Dutton. Hearing no objections, the meeting was adjourned at 4:21 p.m.