

## **Senate Minutes (Approved)**

Monday, October 5, 2015, 2:15 pm  
College Center, Building 10, College Heights Conference Room (Room 468)

- I. The meeting was called to order at 2:16 pm.**
- II. Roll Call**
  - a. Members Present: Vice President Samantha Trump; Finance Director Danuta Wang; Vice Chair James Roe; Secretary Tim Exner; Senators, Kurtis Casperson, Laurie Chin, Erik Ferroggiaro, Young-Min Kim, Grecia Mascareno, Katarina Stein, Daniel Wallace, Jielin Yu, Marco Zavala, Jingwei Andy Zhang.
  - b. Advisors present: Aaron Schaefer, Student Life and Leadership Manager, Fauzi Hamadeh, Student Life and Leadership Assistant.
  - c. Members absent: President Sennai Kaffl (excused absence).
- III. Approval of the Agenda**
  - a. Motion to approve the Agenda by Senator Zavala and Seconded by Senator Ferroggiaro. Hearing no objections, the motion is carried.
- IV. Approval of the Minutes of Prior Meeting(s)**
  - a. Motion to approve the Minutes of the Monday, September 14, 2015 meeting by Vice Chair Roe and seconded by Senator Ferroggiaro. Hearing no objections, the motion is carried.
  - b. Motion to approve the Minutes of the Monday, September 28, 2015 meeting by Vice Chair Roe and seconded by Senator Mascareno. Hearing no objections, the motion is carried.
- V. Announcements & Hearing of the Public (15 minutes per topic, 3 minutes per speaker)**
  - a. None.
- VI. Reports**
  - a. Officers**
    - i. President Sennai Kaffl was not present.
    - ii. Vice President Samantha Trump: stated that President Kaffl is at a District Participatory Governance Committee meeting.
    - iii. Finance Director Danuta Wang: stated that she had attended the IPC meeting and they worked on some technical problems that are not resolved yet.
    - iv. Vice Chair James Roe: stated that, since last Wednesday the Club Fair got cancelled due to rain, they will be holding a Club Fair day again this Wednesday. He informed us that Facilities will set everything up and we will be giving out pizza again. He stated that he will need people to sign up to help. Finally, he stated that it should go smoothly if he can get 2 people in each time slot.

v. Secretary Tim Exner had no report.

**b. Senators**

i. Senator Elkady: stated that she attended the Basic Skills Committee meeting. She stated that they were discussing their goals. Senator Elkady stated that one of them is to collaborate more with groups on campus and they specifically named the Associated Students as one of them. Vice President Trump instructed the Senate to tell to them if they had not been contacted by their committee's chairs.

**c. Advisors**

i. Aaron Schaefer, Student Life and Leadership Manager, stated that everyone should stay in contact with the board chairs. He stated that they all have events coming up and they should all work closely together. He stated that, while it's great that there are so many people on the boards, they still need leadership and guidance from this group. Your continued participation would be great. Advisor Schaefer stated that the ID card printer has been repaired and is on its way back to here. He stated that we should be able to make IDs again by the end of the week or beginning of next week. Finally, he stated that once that happens he will need everyone to spread the word.

Senator Ferroggiaro asked if there was something the students could use for now in place of an ID. Advisor Schaefer stated that if a photo isn't required they can use their course schedule and there's also a form you can fill out on WebSMART to get enrollment verification from the National Student Clearinghouse. There will be a campus-wide email sent out when the ID cards are available.

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

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

**a. Appointments – President Kaffl**

In President Kaffl's absence, Vice President Trump stated that Senator Laurie Chin is to be appointed to the Programming Board. We have all worked with Senator Chin and she has been very involved in the Programming Board.

Motion to approve Senator Chin to Programming Board by Senator Ferroggiaro and seconded by Senator Zavala. Without objection, the motion passes. Senator Chin is appointed to the Programming Board.

**b. Legislative Bills - Advocacy Board Chair Wallace**

None.

**c. ASCSM Goals for 2015/16 Action Plans – Advisor Schaefer**

Hearing no objections, this item is tabled until the next Senate meeting.

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

**a. Support for CSM Food Pantry – Vice President of Student Services Jennifer Hughes and Health Services Director Sharon Bartels, RN**

Health Services Director Bartels stated that they opened a Food Pantry in the Health Center in Building 1 on September 15th. They've wanted this Food Pantry for a long

time but they had to arrange for the right space, and meet the necessary requirements to be approved by the District. She stated that it has been very successful and they are seeking our partnership to ensure its continued success. They have noticed a need for this for the past few years. Some people don't get enough food or can't afford to feed their family. Many students are on financial aid and don't eat properly either. Students often come into the Health Center feeling ill and it turns out it's because they haven't eaten. Director Bartels stated that they were able to establish a partnership with Second Harvest Food Bank. The only problem is that the food items they supply vary and are inconsistent. In the past 2 weeks they've helped over 200 peoples and they run out of most of the food by Thursday. They've been supplementing that through donations and out-of-pocket expenditures and the Health Center budget. She stated that they are asking for our partnership to make it sustainable.

Vice President of Student Services Hughes stated that this Food Pantry is truly serving students here at College of San Mateo and is also open to the community. As Health Service Director stated, we are looking for the Associated Students to fund and support the Food Pantry to make it sustainable. Vice President Hughes stated that we may want to designate a certain amount each month and then Director Bartels can figure out what they need to augment each week. Vice President Hughes stated that they will continue to have food drives, such as the one last week when they asked for specific things they needed. She stated that, rather than make it like a market where you can get anything you need. The intent is to make enough food items available for people to make a meal. She stated that once word gets out there will be more people. Finally, she stated that they are exploring different creative ways to make it successful and sustainable.

Health Services Director Bartels reiterated the desperate need for this program. She stated that each month some people have to decide what they are going to sacrifice or bills they won't pay so that they can get enough food. Finally, she stated that they want to hire and train a couple student assistants to help with the pantry.

Motion to approve \$3000.00 from account #5032 to support the CSM Food Pantry by Vice Chair Roe and seconded by Senator Stein. Hearing no objections the motion passes.

Senator Ferroggiaro asked how they determine eligibility and monitor what and how much people are receiving. Health Service Director Bartels stated that then recipients fill out an affidavit and sign it. The amount they receive is based on the size of the family. They try to monitor what people take so that they don't take too many of any one item. She stated that they tell people they may come once a week and they haven't had anyone abuse it. Secretary Exner stated that, while it's great to help the community at large, if it keeps running out of food shouldn't it be for our students. Director Bartels stated that there are several other places to receive food so it's not like all the public will come here. Advisor Schaefer stated it is helping students and the community. The benefits outweigh the drawbacks. Senator Stein asked if clubs could earn service hours by handing out pamphlets. Secretary Exner also asked if they could earn them for hanging flyers. Advisor Schaefer stated that yes they could. Vice President Hughes stated that was an excellent idea.

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

**b. Active Minds National Conference – Active Minds**

Senator Stein stated that the Active Minds National Conference is a gathering of all the chapters of Active Minds. She stated that Active Minds is an organization created to fight the stigma that surrounds mental health. Mental illness is an illness like any other that you see a doctor for and isn't anything to be ashamed of. She explained that the conference would include leaders, change advocates, and speakers. Senator Stein stated that it's also a great opportunity to learn how other chapters implemented mental health awareness on their campuses. Active Minds is requesting that you support their attendance. She stated that we will have an early bird registration cost for tickets so the tickets for attendance will be \$50.00 each. She stated that the other club Officers Morgan Fitch, Tim Exner, Advisor Hamadeh, and her would be going at a cost of \$200.00. She stated that they will fly to Orange County and the tickets, which fluctuate in price, are estimated to cost \$800.00. She stated that they will need to rent a car for 3 days which will cost \$80.00. She stated that they will also need to purchase dinner on Saturday night at a cost of \$50.00. Finally, she stated that they will need to pay for 3 hotel rooms for 2 nights at a cost of \$700. She explained that the remaining amount of the money requested is padding for any unforeseen costs. She stated that she thinks this will be a great thing for Active Minds and for CSM.

Motion to approve \$1830.00 from account #5131 to fund Active Minds Club's attendance of the Active Minds National Conference by Senator Zavala and seconded by Vice Chair Roe. Hearing no objections, the motion passes.

Senator Ferroggiaro stated that he didn't feel that \$50.00 was enough for the 4 of them to get dinner. Advisor Schaefer agreed and stated that they have a little money in the vending account to cover it. He stated that we should remove that from the proposal. The requested amount was amended to \$1780.00.

Secretary Exner stated that Active Minds is very important on this campus. We have collaborated with a lot of groups like CSM Cares and the Peer Educators. He stated that it's a very important organization which was formed because 1100 college students commit suicide each year and we want to change that. He stated that it's crucial that they get all the training and programming techniques to help as many students as possible. Finally, Secretary Exner stated that, with Senator Stein's fantastic help, they've done more this semester than ever before and they want to continue that and really make Active Minds successful.

Senator Wallace asked if Active Minds Club has attended this conference previously. Secretary Exner stated that they had not. Senator Stein stated that she doesn't know how many times this conference has been held. Vice President Trump asked if it was like a big group, and we would attend workshops. Senator Stein stated yes. Vice President Trump inquired if Active Minds is from LA. Secretary Exner stated that it moves around the country so other chapters have a chance to attend. Senator Stein stated that last year it was in Maryland.

By a vote of 11 in favor, 0 opposed, and 1 abstaining, the motion carried.

**c. Word Chat – International Club**

Due to the absence of a representative from the International Club and hearing no objections, this item was tabled until the next meeting.

**d. Sauvetona! Concert – Professor Rudy Ramirez**

Professor Ramirez stated that he is holding an event called Sauvetona. It will feature a band called La Hanta who are very world-conscious and community minded. The music is a fusion of hip-hop, cumbia, reggae, and rock. He stated that he first saw them at Carnival in San Francisco and they are young and vibrant and excellent. Professor Ramirez stated that they want to have a videographer to record the concert at a cost of \$600.00 and refreshments at a cost of \$500.00. They also want to give the musicians a \$300.00 Honorarium. He stated that he has presented many events and they are always quite successful and musically educational.

Motion to approve \$1400.00 to fund the Sauvetona! event from account #5050 by Senator Stein and seconded by Senator Chin. Hearing no objections, the motion passes.

Secretary Exner asked if it's open to the public and if there was any fee. Professor Ramirez stated it will be open to the public. He stated that it's great to see the people come enjoy it. Students, staff, faculty and the public come together in a communal event through music. He stated that President Claire even comes. He stated there is no fee but there is a suggested donation of \$5.00. He stated that he will hire a student as videographer and the donations will help pay for the DVD's will be created. He stated it will also be posted online. Vice President Trump stated that Professor Ramirez's events are always great and he has supported us with many of our events and he always encourages his students to participate.

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

**e. Homecoming Rally – Programming Board Chair Stein and Senator Chin**

Senator Chin stated that on the proposal it says \$1500.00 but they determined right before this meeting that they are going need to request another \$500.00 for some additional items from the bookstore that they will give away. She stated that one of the Programming Board's goals for this semester was to increase student activism and school spirit and we though holding a Homecoming Rally for the football team's final game of the season on would be a good way to do that. The game is November 14th. The rally would be the Friday beforehand. She stated that they though that would be a good way to boost school spirit. Programming Board Chair Stein stated that a lot of the items and refreshments will be free because they get Pepsi items for free. Senator Chin stated that they invited Performance Dance Ensemble to perform a brief piece though they haven't confirmed they'll be there yet. She stated that Director of Bands, Mike Galisatus has agreed to have the CSM band perform but he will need facilities to help with the equipment. That will cost an additional \$500. So they are requesting \$2500.00 in total. Advisor Schaefer stated they should always factor in costs for Facilities. The proposal was amended to \$2500.00.

Motion to approve \$2500.00 from account #5150 to fund the Homecoming Rally event by Senator Ferroggiaro and seconded by Vice Chair Roe. Hearing no objections, the motion passes.

Senator Chin stated that to motivate student to go to the game instead of only the rally, they are considering having coupons for the first 50 to 100 students to get a hotdog or slice of pizza at the game. Senator Ferroggiaro asked what they would do if the crowd increases more than expected. Senator Chin stated that if that happens then they run out. It is first come, first served.

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

**f. Latino Heritage Month – Cultural Awareness Board Chair Mascareno**

Cultural Awareness Board Chair Mascareno stated that they are going to hold an event for Latino Heritage Month. She wanted it noted that the date on the proposal is incorrect. The event will be on Wednesday, October 14th in Building 10 from 11:00 am to 1:00 pm. They plan to have food from North America, Drinks from Central America and desserts from South America. They will have about 200 burritos, drinks from El Salvador, and cookies from Argentina at a cost of \$1300.00. She stated that they got a really good discount on the burritos. There will be beef, chicken, and veggie burritos to choose from. She stated they are also having the Aztecs Mexican dancers perform. The cost for Facilities will be \$500.00. They will also purchase decorations for \$500.00. She stated that they also intend to give the performers an honorarium of \$200.00. The total amount they are requesting \$2500.00. She stated that they may not spend the entire amount but this is the estimated costs. Cultural Awareness Board Chair Mascareno stated that they have invited the Dance Club to perform and she is collaborating with Puente Club and EOPS. They are helping us create educational posters about different countries and cultures that will be displayed in Building 10.

Motion to approve \$2500.00 from account #5050 to fund the Latino Heritage event by Senator Ferroggiaro and seconded by Senator Zavala. Hearing no objections, the motion passes.

Senator Chin stated that if they were thinking of inviting PDE, they are not prepared to perform. Cultural Awareness Board Chair Mascareno stated that she had invited the Dance Club. Senator Wallace asked what the honorarium consisted of. Cultural Awareness Board Chair Mascareno stated that she had discussed it with Advisor Hamadeh and that it's to thank them for coming here to perform. He stated that they won't charge us but they do accept donations. They could make up to a \$1000.00 in the private sector. Cultural Awareness Board Chair Mascareno stated that she wants to keep them as a resource if they ever want them to perform again. Finally, she stated that the dancers must also drive up here and gas is expensive.

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

**g. SMCCCD Board of Trustees Candidate Forum – Advocacy Board Chair Wallace**

Advocacy Board Chair Wallace stated that the Advocacy Board is planning to hold a Forum for the Board of Trustees Candidates. It would give the candidates a chance to tell

what they plan to accomplish as a member of the Board of Trustees and they are thinking of creating a list of specific things to ask them. He stated that they are planning to hold this event in the Bayview Dining Room October 21st or October 29th. Advisor Hamadeh stated that those were the days that allowed enough time and that the Building 10 is available. Advisor Schaefer recommended that they hold the forum October 29th in order to give the candidates enough time to arrange to be here. He stated that will also give them time to make a concerted effort to talk to classes and promote the event.

Motion to approve \$1200.00 to fund the SMCCCD Board of Trustees Candidate Forum by Senator Ferroggiaro and seconded by Senator Zavala. Hearing no objections, the motion passes.

Advisor Schaefer wanted it noted that this will not come out of the regular budget. It will come from the Student Representation Fee. Vice President Trump suggested they advertise the event by partnering with the Democrats Club. She stated that she worked with them last year on a forum that she presented and they helped promote the event a lot. Advocacy Board Chair Wallace stated that he is going to be collaborating with them. Senator Chin asked if the food would be from here or an outside vendor. Advisor Hamadeh stated that it's mainly just snacks and it's easier to get them here.

Advisor Schaefer stated that what they generally do for this event is have a little meet-and-greet before or after. They invite specific people from specific groups to come and talk one on one with the candidates. He stated that these would be groups such as student government, Academic Senate, the Faculty, the administration and so forth. After that we would hold a general Town Hall downstairs that classes, and general student body, faculty and staff can attend. Senator Stein stated that she is an alternate representative for the San Mateo County Democrats club. She stated that she can reach out to them to make a connection if it would be a benefit. Advocacy Board Chair Wallace stated that it would be helpful. Senator Casperson asked if they were going to include a voter registration in this event. Advocacy Board Chair Wallace stated that he doesn't think they are prepared to do that so that will be another event. Advisor Hamadeh stated that we would miss the deadline as the election is all via mail.

By a vote of 11 in favor, 0 opposed, and 1 abstaining, the motion carried.

**h. Establishment of a Textbook Taskforce – President Kaffl**

Due to the absence of President Kaffl and hear no objections, this item was tabled until the next Senate meeting.

**i. Review of Proposed Changes to District Policies and Procedures – President Kaffl**

Advisor Hamadeh stated that President Kaffl is at the District Participatory Governance Council meeting. DPGC is a group of representatives from all four constituencies plus a couple of the union from across the district. Advisor Hamadeh stated that one of the things that council does is review and solicit feedback about proposed changes to district policies and procedures. The representatives report back to their groups. He stated that President Kaffl is supposed to bring us a list of all the proposed changes for us to consider and give feedback on. Unfortunately they council did not meet in time to get your input on. You can see by the markups that several changes have been made. In the

future review these and if you have any comments or concerns bring them to the Senate meeting. Right now, these are just for informational purposes. Advisor Schaefer stated that most of the changes are usually cleaning up the language. Advisor Schaefer proceeded to go explain some examples of the changes that were made and why those changes were made. He stated that faulty language in their policies cost the district millions of dollars several years ago. He stated that they also added definitions for the terminology that is used. It is essential that they get the language right. Finally Advisor Schaefer stated that normally they will get it to you earlier. When you receive them in an email the changes will be highlighted in red. But the hard copies will always be black and white.

**j. Purchase of ASCSM Apparel – Advisor Schaefer**

Advisor Schaefer stated that, due to an oversight, they hadn't ordered the polo shirts yet but they will. He stated that as it gets colder they usually get the associated students sweatshirts. They are requesting \$1200.00 to purchase ASCSM sweatshirts.

Motion to approve \$1200.00 from account #5151 to fund the purchase of ASCSM sweatshirts by Senator Ferroggiaro and seconded by Senator Stein. Hearing no objections, the motion passes.

Advisor Schaefer stated that they'll send the attendance sheet around again. Please indicate your desired polo and sweatshirt sizes.

By a vote of 12 in favor 0 opposed, and zero abstained, the motion carried.

**IX. Future Agenda Items**

- a. ASCSM Goals 2015/16 Action Plans
- b. International Club's World Chat proposal
- c. Club Fair Debrief

**X. Final Announcements & Hearing of the Public**

- a. Advisor Hamadeh stated that the Senate did a good job getting through a very long Agenda efficiently. Advisor Schaefer agreed and stated that we had the right amount of discussion for the Agenda Items.

**XI. Adjournment**

- a. Motion to adjourn meeting at 3:55 pm by Senator Ferroggiaro and seconded by Vice Chair Roe. Hearing no objections, the meeting is adjourned.

Submitted by,

Tim Exner  
ASCMS Secretary