



Associated Students of College of San Mateo

Senate Minutes (Approved)

Monday, November 30, 2015, 2:15 pm

College Center Building 10, College Heights Conference Room (Room 468)

- I. The meeting was called to order at 2:17 pm.
- II. Roll Call
 - a. Members Present: President Sennai Kaffl; Finance Director Danuta Wang; Vice Chair James Roe; Secretary Tim Exner; Senators, Kurtis Casperson, Laurie Chin, Jenine Elkady, Young-Min Kim, Grecia Mascareno, Katarina Stein, Daniel Wallace, Sio Pang Jacky Wong, 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: Vice President Samantha Trump (excused absence), Senator Erik Ferroggiaro, Senator Jielin Yu.
- III. Approval of the Agenda
 - a. Motion to approve the Agenda by Senator Stein and seconded by Senator Mascareno. Hearing no objection, the motion is carried.
- IV. Approval of the Minutes of Prior Meeting(s)
 - a. Motion to approve the Minutes of the Monday, November 16th meeting by Senator Chin and seconded by Senator Wong. Hearing no objections, the motion 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: stated that he hopes everyone had a good holiday. He stated that he attended a Faculty Academic Senate meeting. The faculty at City College is having problems negotiating with administrative members and is talking about going on a strike as a last resort.
 - ii. Vice President Samantha Trump: was not present.
 - iii. Finance Director Danuta Wang: stated that she hopes everyone had a great holiday break. She reminded the Senate that they must turn in their PGC report forms by the end of the semester in order to be paid. She stated that Advisor Hamadeh has the forms. Secretary Exner asked for clarification. Advisor Hamadeh stated that it's a stipend for the hours spent at PGC meetings. Senator Mascareno asked if she could just volunteer those hours instead of being paid. She feels it would look good on a UC application. Advisor Schaefer stated that she could do that if she wants.

iv. Vice Chair James Roe: reminded the Senate that the ICC Club Mixer is Wednesday at 2:00 pm in 17-112. He stated that they will have more than enough food and he hopes we can all attend.

v. Secretary Tim Exner: had no report.

b. Senators

i. Senator Stein: stated that she wanted to update us on the upcoming events. She stated that next Thursday is the Child Development Center holiday party. They will be helping the children make gingerbread people. She sent everyone an email with a link to an online signup sheet if they can help. She stated that they are preparing for the Toy Drive. She stated that on December 9th and 10th they will be holding a Relaxation Week event. They will give out coffee and tea and some kind of snacks. They will have little boxes with kinetic sand they can play with. She stated that they will have a big board with balloons full of paint that students can throw darts at. They will also have a board and sticky notes. The students can write down what stress them out and how they cope with it. Senator Stein stated they are also planning Reboot Week for January 2nd, 3rd, and 4th. They will have different themes on different days. She stated that they will have Arcade Night on the 2nd, Casino Night on the 3rd, and Under the Sea on the 4th.

c. Advisors

i. Aaron Schaefer, Student Life and Leadership Manager, stated that they've had an outstanding amount of students sign up for the Leadership Conference. He stated that there are 39 students signed up, which is the most they've ever had. He stated that they are close to the maximum of 40 that they would be able to take. Advisor Schaefer state that the Center for Student Life will be closing at 4:30 pm. Except Friday's when it closes at 12:00 pm, for the remainder of the semester. Finally, he stated that if you have anything you need on the computers in the Senate Office to get it now because they have the computer systems wiped at the end of the semester.

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

VII. Unfinished Action, Discussion, and Information Items

a. Appointments – President Kaffl

President Kaffl stated that Senator Casperson is to be appointed to the position of Commissioner of Publicity. He stated he wants to help improve our advertising and promote the AS and our events.

Motion to approve appointing Senator Casperson as Commissioner of Publicity by Senator Chin and seconded by Senator Xu. Without objection, the motion passes.

We all know Senator Casperson and have worked with him. The Senate expressed confidence in his ability. The Senate discussed utilizing social media much more to promote the Associated Students and events.

Hearing no objections, Senator Casperson is appointed as Commissioner of Publicity.

b. Legislative Bills - Advocacy Board Chair Wallace

None.

c. Southern California University Tour – Transfer Club

Jennifer Menjivar from Transfer Club stated that Transfer Club would like to go on a tour of several different central and southern California Universities next semester. Time permitting; they plan to visit Cal Poly San Luis Obispo, UC Santa Barbara, UCLA, UC of Southern California, and UC Irvine. They have contacts to give them a tour and tell them about the school. They will be renting 28 rooms for the 50 students, advisor and bus driver. They are requesting \$1500.0 to cover the costs of transportation and lodging.

Motion to approve \$1500.00 from account #5150 to cover transportation and lodging costs for the Southern California University Tour by Senator Kim and seconded by Senator Stein. Without objection, the motion passes.

Transfer club stated that they may get some funding help from the counseling center. They also plan to do fundraising and try to get sponsorship by local businesses. Finally, Transfer Club stated that they are starting a GoFundMe account to help raise funds. Advisor Schaefer stated that, to be clear, they normally don't approve funding for events in the following semester but this is an exception, as it's very important.

With a vote of 11 in favor, 0 opposed, and 0 abstaining, the motion carries

VIII. New Business, Discussion, and Information Items

a. CSM Equity Plan Update – Dean of Enrollment Services Henry Villareal and DIAG Co-Chair Theresa Morris

Dean of Enrollment Services Henry Villareal and DIAG Co-Chair Theresa Morris gave the Senate an extensive update and presentation on the CSM Student Equity plan. Dean Villareal explained that it is designed to fill the equity gaps that occur among certain segments of our student population. He explained in depth the details of the plan and outlined its main goals and purpose. The program is designed to improve:

- Access equality.
- Course completion rates.
- ESL completion rates.
- Certificate completion rates.
- Transfer Completion rates.

Dean Villareal stated that our Asian population consists of many individual populations that need to be examined more closely. African American and Pacific Islander populations could also see improvement. He stated that 17% of our students live outside of our district. He stated that all the associated data is on the website. He stated that they want to make sure students are aware of all of our Student Services and encourage them to use them.

Co-Chair Morris stated that DIAG is made up of many different departments who are working towards these goals. She stated that students determined to be not ready to transfer are most likely to be from these sub-groups that are traditionally underserved. They want to invest their money in addressing that. She stated that is the purpose of ESL

and the Basic Skills Initiative. She stated that they are pretty certain that grant sponsorship will continue. The second problem is lower academic performance and course completion among these groups. She stated that they are incorporating several things such as ESL- Assist and the Reading Center, and Students Helping Students to give additional support to these students. Senator Xu asked about the ESL distribution graph. Co-Chair Morris stated that ESL incorporates many programs. She stated that they have identified 14 groups of students that need to be examined and supported more. She stated there is more information on the website.

- b. Funding for Holiday Party with CSM Child Development Center – Programming Board
Programming Board Chair stated that they are planning to hold a Holiday Party with the CDC. They will launch the Holiday Angels Toy Drive and help the children decorate gingerbread men. They will also be serving lunch to those who participate. They are requesting \$400.00 to purchase Gingerbread Cookie Kits, \$200.00 to purchase decorations, \$250.00 to purchase pizza, and \$400.00 to purchase arts and crafts supplies. The total amount requested is \$1250.00.

Motion to approve \$1250.00 from account #5150 to fund the Holiday Party with the CDC by Senator Zavala and seconded by Senator Zhang. Without objection, the motion passes.

Several Senate members expressed confusion about the Toy Drive. Advisor Schaefer stated that they are two different events. He explained that the children will not receive the toys at this event but they will start accepting toys in the collection boxes around campus.

By a vote of 9 in favor 0 opposed, and 0 abstaining, the motion carried.

- c. Funding for Fall 2015 Relation Week – Programming Board
Programming Board Chair Stein stated that, as she mentioned, they are planning on holding a Relaxation Week event on Wednesday the 9th and Thursday the 10th. She stated that it will be in the College Center Plaza from 11:00 am to 2:00 pm. This event will promote relaxation and de-stressing for all students at CSM right before finals. She gave most of the details in her report. She stated that they are requesting \$80.00 to purchase 100 empty tins, \$20.00 to purchase mini sea shells, \$40.00 to purchase 11 pounds of kinetic sand, \$30.00 to purchase water balloons, plywood, and safe darts, and \$100.00 to purchase Scantrons, pencils, and blue books. The total amount requested is \$270.00. Advisor Schaefer suggested that they add \$30.00 to the proposal to purchase more coffee. The amount requested is amended to \$300.00.

Motion to approve \$300.00 from account #5150 to fund the Relaxation Week event by Senator Elkady and seconded by Senator Zhang. Without objection the motion passes.

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

IX. Future Agenda Items

- a. Reboot Week Funding
- b. Budget Update
- c. Leadership Retreat Debrief
- d. CDC Holiday Party Event Debrief

- e. ICC Club Mixer Debrief
- X. Final Announcements & Hearing of the Public
- a. Secretary Exner stated that this was his last Senate meeting as Secretary. He stated that it has been a pleasure working with all of the Senate members and a good experience. Secretary Exner thanked them for their patience with him. Finally, Secretary Exner stated that he would still be around and might even run for Senate next year.
 - b. Advisor Schaefer stated that he will be sending out the Winter Retreat information.
- XI. Adjournment
- a. Motion to adjourn meeting at 3:29 pm by Senator Elkady and seconded by Senator Wong. Hearing no objections, the meeting is adjourned.

Submitted by,

Tim Exner
ASCSM Secretary