



## Senate Minutes (Approved)

Monday, August 22, 2016, 2:15 PM

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

The meeting was called to order at 2:17 PM.

Hearing no objections, Vice President Stein suspended the order of the day and took up Appointments.

President Roe reported that Simon Chan has resigned his position as Senator because he would not be attending CSM this year. In his place, President Roe is appointing Colby Riley as a Senator.

Motion to confirm the appointment of Colby Riley as a Senator by Senator Zhang; second by Vice Chair McReynolds.

By a vote of 15 in favor, 0 opposed, and 0 abstaining, the motion carried.

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

### **SWEARING IN**

Advisor Hamadeh administered the ASCSM Oath of Office to President Roe. President Roe then administered the Oath of Office to the ASCSM Senate for 2016/17.

### **ROLL CALL**

Members Present

President James Roe; Vice President Katarina Stein; Finance Director Sennai Kaffl; Vice Chair Stephen McReynolds; Secretary Andrew Darzi; Senators Luke Awwad, Ben Chettipally, Alicia Chiang, Laurie Chin, Natalia Gomez, Nabila (Bella) Hamzah, Amir Farhan Mat Kamal, Maria (Lupe) Ramirez Serratos, Katrina Relos, Colby Riley, Gabrielta Topete Eng Goon, Yaxuan (Mandy) Wang, Chak Haang (Vina) Wong, Jingwei (Andy) Zhang, Jingwen (Allison) Zhao

Advisors Present

Aaron Schaefer, Student Life and Leadership Manager; Fauzi Hamadeh, Student Life and Leadership Assistant

### **APPROVAL OF THE AGENDA**

Motion to approve the agenda as presented by Senator Hamzah; seconded by Vice Chair McReynolds. Hearing no objections, the motion carried.

### **APPROVAL OF THE MINUTES OF PRIOR MEETINGS**

Motion to approve the minutes of the Monday, August 8, 2016, meeting by Senator Wong; seconded by Senator Riley. Hearing no objections, the motion carried.

### **ANNOUNCEMENTS AND HEARINGS OF THE PUBLIC**

None

### **REPORTS**

President Roe welcomed the Senators back for the first meeting of the semester.

Vice President Stein reminded everyone that Welcome Week starts tomorrow, and asked everyone to please check their email inboxes for the sign-up sheet to help out.

Finance Director Kaffl also welcomed back everyone.

Secretary Darzi had no report.

Senator Chettipally reiterated Welcome Week's anticipation and passed around a sign-up sheet for volunteer help. Vice President Stein mentioned the various activities and services coming to CSM over the week. On Tuesday there will be a video game truck, food provided by Mango Grill, 99.7 radio truck, and a photo booth. Wednesday will have a carnival theme with carnival-type foods. Thursday will be a casino day with food from Pacific Dining.

Student Life and Leadership Manager Schaefer welcomed everyone back for the semester and happily noted that there is full senate and an executive team in place. He emphasized helping with Welcome Week. Senators should be out helping and publicizing our boards; will be kicking people out of the Senate Office if time spent is recreational while activities occur outside. Senators were also reminded to wear ASCSM shirts. Keys for the Senate Office lockers can be checked out from Advisor Hamadeh for a \$20 deposit, which is returned at the term's end. Losing your key will place a hold on your record until speaking with Advisor Schaefer or Advisor Hamadeh.

Student Life and Leadership Assistant Fauzi Hamadeh had no report.

## **UNFINISHED ACTION, DISCUSSION, AND INFORMATION ITEMS**

### **APPOINTMENTS**

President Roe made the following appointments:

- Senator Chin as Commissioner of Publicity  
Motion to approve the appointment by Senator Zhang; second by Senator Chettipally.

Vice President Stein spoke in support of the appointment, commending Senator Chin for her work as part of the Programming Board last year. Senator Awwad also praised Senator Chin's work as part of the Programming Board and stated that she would make an excellent Commissioner of Publicity.

By a vote of 16 in favor, 0 opposed, and 0 abstaining, the motion to approve the appointment of Senator Chin as Commissioner of Publicity carried.

- Senator Chin as a member of Programming Board  
Motion to approve the appointment by Senator Ramirez Serratos; second by Senator Hamzah. Hearing no objections, the motion carried.
- Senator Chiang as a member of Cultural Awareness Board  
Motion to approve the appointment by Senator Topete Eng Good; second by Senator Hamzah. Hearing no objections, the motion carried.

### **LEGISLATIVE BILLS**

None

## **NEW ACTION, DISCUSSION, AND INFORMATION ITEMS**

### **REVIEW OF PARLIAMENTARY PROCEDURE**

Advisor Schaefer provided an overview parliamentary procedure and Robert's Rules of Order, focusing on basic terminology and procedures such as making and seconding motions, amending motions, and when it is appropriate to abstain from a vote.

### **OVERVIEW OF PARTICIPATORY GOVERNANCE**

Advisors Schaefer and Hamadeh explained participatory governance and student participation in the decision-making process at CSM. Mr. Schaefer reviewed the various on campus committees and their purview. He asked members of the Senate to review the list and select their top three choices to serve on. Senators should email a copy of that list to President Roe by Tuesday evening so he may bring it to Executive Cabinet for review. Mr. Schaefer reminded the Senate that they are required to be the primary representative on at least one participatory governance committee or they are subject to removal from their position.

### **SENATE MEETING GUIDELINES**

Communication guidelines from the Summer Leadership Retreat apply to meetings at the Senate. The set of rules created by the retreat are posted in the Senate Office. Phones, laptops, and other electronic devices should not open during meetings. Members should be engaged, active, and present. No one should speak over anyone else, and everyone should wait to be acknowledged by the chair before speaking.

### **REVIEW OF ASCSM OFFICE RULES**

Mr. Schaefer and Mr. Hamadeh reviewed the rules governing the use of the ASCSM Office in Building 17, Room 155. Mr. Schaefer asked that members consider if there are any additional rules or changes that may need to be made to these rules. Any suggestions should be forwarded to the executive officers or the advisors.

### **SUMMER LEADERSHIP RETREAT DEBRIEF**

Senator Awwad opened up the discussion and stated that he thought the retreat was really enjoyable. Everyone stepped out of their comfort zone and bonded as a group. Vice President Stein thought the bonding was good. She also wanted to apologize for being "grumpy" during the low ropes activity and attributed her feelings to the program coordinator. Advisor Schaefer stated that the group had better experience with ropes/adventure course coordinators at other retreat sites. Mr. Schaefer stated that using Mission Springs was a last minute choice because we had to reschedule the retreat. Vice Chair McReynolds got a lot of good out of the retreat. The high ropes course was fun but also noted the coordinator was not engaged; "a space cadet." Finance Director Kaffl thought everyone pushed themselves. Senator Riley really enjoyed it, thought it was a great way to get to know people, and particularly enjoyed the "Choose Your Own Adventure" workshop.

### **FUTURE AGENDA ITEMS**

Members of the Senate suggested the following items for future Senate meetings:

- ASCSM Goals for 2016/17
- Welcome Week Debrief

### **FINAL ANNOUNCEMENTS AND HEARING OF THE PUBLIC**

Senator Chin asked if any other senators could stay behind to stuff bags with promotional items for Welcome Week.

Advisor Hamadeh said eligibility checks will take place on or after September 1<sup>st</sup>. He also reminded the group that the Center for Student Life closes at 12 PM (noon) on Fridays and asked that anyone coming to the ASCSM Office enter through the doorway in the north hallway of Building 17.

**ADJOURNMENT**

Motion to adjourn at 4:12 PM by Vice Chair McReynolds; second by Senator Chettipally. Hearing no objections, the motion carried.

Submitted by,

Andrew Darzi  
ASCSM Secretary