



Senate Agenda

Monday, August 29, 2016, 2:15 PM

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

The public is invited and encouraged to attend all ASCSM 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 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. Call to Order

II. Swearing In

III. Roll Call

IV. Approval of the Agenda

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

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

At this time, members of the public may address the Senate on non-Agenda items.

VII. Reports

a. Officers

i. President	James Roe
ii. Vice President	Katarina Stein
iii. Finance Director	Sennai Kaffl
iv. Vice Chair	Stephen McReynolds
v. Commissioner of Publicity	Laurie Chin
vi. Secretary	Andrew Darzi

b. Senators

Including reports from ASCSM boards and committees, ASCSM task forces, College and District participatory governance committees, and reports from other boards, committees, or organizations.

c. Advisors

- i. Aaron Schaefer, Student Life and Leadership Manager
- ii. Fauzi Hamadeh, Student Life and Leadership Assistant
- iii. Jennifer Hughes, CSM Vice President of Student Services

VIII. Unfinished Action, Discussion, and Information Items

a. Appointments – President Roe

The Senate shall discuss and consider any and all appointments and/or recommended appointments to the Senate, the Advocacy Board, the Cultural Awareness Board, the Programming Board, any College and/or District participatory governance committees, and/or any other appointments that may be deemed necessary; possible action to take place.

b. Legislative Bills – Advocacy Board Chair Topete Eng Goon

The Senate shall discuss and consider recommendations from the Advocacy Board regarding positions on local, state, and national legislation that may have an impact on students; possible action to take place.

IX. New Business, Discussion, and Information Items

a. Funding for Meet and Greet – President Roe

The Senate shall discuss and consider funding to support a meet and greet with members of CSM Cabinet and the District Board of Trustees; possible action to take place.

b. Funding for ASCSM Apparel – President Roe and Advisor Schaefer

The Senate shall discuss and consider funding to purchase ASCSM apparel; possible action to take place.

c. Funding to Attend CCCSAA Conference – President Roe and Advisor Schaefer

The Senate shall discuss and consider funding to send representatives to the California Community Colleges Student Affairs Association student leadership conference in October; possible action to take place.

d. ASCSM Senate Goals for 2016/17 – President Roe and Advisor Schaefer

The Senate shall discuss, develop, and consider goals for 2016/17 academic year; possible action to take place.

e. Not Anymore Videos Promotion – Advisor Schaefer and Hamadeh

The Senate shall discuss and consider ways to promote and incentivize viewing of the Not Any More videos about sexual assault; no action to take place.

f. Welcome Week Debrief – Vice President Stein and Senators Chin and Chettipally

The Senate shall discuss and consider establishing a set of rules and guidelines for conduct at ASCSM Senate meetings; possible action to take place.

X. Agenda Items for Future ASCSM Senate Meetings

At this time, members of the Senate may suggest agenda items for consideration for future meetings.

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

At this time, members of the Senate and members of the public may voice any concluding comments.

XII. Adjournment



Senate Minutes (Unapproved)

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, Gabriela 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 1st. 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

ASCSM Senate - Vote Record for Monday, August 22, 2016

Name	Confirming Colby Riley as Senator		Confirming Senator Chin as Commissioner of Publicity																
	Yes	No	Yes	No															
Luke Awwad	Yes		Yes																
Ben Chettipally	Yes		Yes																
Alicia Chiang	Yes		Yes																
Laurie Chin	Yes		Yes																
Natalia Gomez	Yes		Yes																
Nabila Hamzah	Yes		Yes																
Amir Farhan Mat Kamal	Yes		Yes																
Maria Ramirez Serratos	Yes		Yes																
Stephen McReynolds	Yes		Yes																
Katrina Relos	Yes		Yes																
Colby Riley	-		Yes																
Gabriela Topete Eng Goon	Yes		Yes																
Yaxuan (Mandy) Wang	Yes		Yes																
Chak Haang (Vina) Wong	Yes		Yes																
Jingwei Andy Zhang	Yes		Yes																
Jingwen (Allison) Zhao	Yes		Yes																
Katarina Stein*	n/a		n/a																
	15-0-0		16-0-0																

* only votes in case of a tie
Yes-No-Abstain

Appointments

There is no printed material related to this item.

Legislative Bills

There is no printed material related to this item.



ASCSM Senate/ICC Proposal Form

Instructions This form must be filled out and submitted for review by the ASCSM Executive Cabinet in time for inclusion on the ASCSM Senate Agenda. Please check with the Center for Student Life for information about the current deadline.

For the meeting of Monday, August 29, 2016

Title of Proposal Funding for Meet and Greet

Being Proposed by President Roe Lead Coordinator Advisors Schaefer & Hamadeh

Event Date(s) if applicable Monday, September 12, 2016

Forwarded to the Student Senate by:

- Executive Cabinet
 Advocacy
 Cultural Awareness
 Programming
 ICC
 Other

ASCSM Account Number/Name 5080 Hospitality

Please provide an explanation of the proposal; the benefits to CSM students; an estimate of costs and work involved; the officers, employees, and volunteers who will do the work; the time and place of the event; and all other pertinent information.

On Monday, Sept. 12, 2016, the ASCSM Senate will be holding a meet and greet with Trustee Karen Schwarz and members of CSM's Cabinet. This will be an opportunity for members of the Senate to meet and get to know Trustee Schwarz as well as the College's senior administration. This proposal will fund light refreshments to be served at the meet and greet.

Make a list of all the estimated expenses that will be incurred in order to fund the program outlined above. Be as specific as possible. Attach estimates for items or services over \$100 when possible. Include labor, materials, supplies, equipment, rental fees, advertising costs, etc.

Item Description	Cost
1. Refreshments for Meet and Greet	\$500.00
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
Total Costs	\$500.00

For ASCSM Secretary Use Only

Motion by _____ Second by _____
 Result of Vote
 In Favor _____
 Opposed _____
 Abstained _____
 Passed _____
 Failed _____



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For the meeting of Monday, August 29, 2016

Title of Proposal Funding for ASCSM Apparel

Being Proposed by President Roe Lead ASCSM Executive Cabinet
Coordinator

Event Date(s) if applicable n/a

Forwarded to the Student Senate by:

- Executive Cabinet
 Advocacy
 Cultural Awareness
 Programming
 ICC
 Other

ASCSM Account Number/Name 5151 Publicity

Please provide an explanation of the proposal; the benefits to CSM students; an estimate of costs and work involved; the officers, employees, and volunteers who will do the work; the time and place of the event; and all other pertinent information.

To fund the purchase of ASCSM apparel for the 2016/17 academic year. Also to purchase additional generic ASCSM apparel, such as polo shirts and T-shirts (if necessary).

Make a list of all the estimated expenses that will be incurred in order to fund the program outlined above. Be as specific as possible. Attach estimates for items or services over \$100 when possible. Include labor, materials, supplies, equipment, rental fees, advertising costs, etc.

Item Description	Cost
1. <u>ASCSM Apparel</u>	<u>\$3,500.00</u>
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
Total Costs	<u>\$3,500.00</u>

For ASCSM Secretary Use Only

Motion by _____ Second by _____
 Result of Vote In Favor _____ Opposed _____ Abstained _____ Passed _____ Failed _____



ASCSM Senate/ICC Proposal Form

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For the meeting of Monday, August 29, 2016

Title of Proposal Funding to Attend CCCSAA Conference

Being Proposed by President Roe ^{Lead} Advisors Schaefer and Hamadeh _{Coordinator}

Event Date(s) if applicable Friday, Oct. 21 through Sunday, Oct. 23

Forwarded to the Student Senate by:

- Executive Cabinet
 Advocacy
 Cultural Awareness
 Programming
 ICC
 Other

ASCSM Account Number/Name 5033 Conference

Please provide an explanation of the proposal; the benefits to CSM students; an estimate of costs and work involved; the officers, employees, and volunteers who will do the work; the time and place of the event; and all other pertinent information.

Each fall, the California Community College Student Affairs Association (CCCSAA) holds a student leadership conference. Students from across the state come together to learn about different aspects of leadership, including communication, leadership development, and teambuilding.

This year's conference will be held between Friday, Oct. 21 and Sunday, Oct. 23 in Los Angeles. This proposal would fund up to ten (10) student attendees and one (1) advisor.

Make a list of all the estimated expenses that will be incurred in order to fund the program outlined above. Be as specific as possible. Attach estimates for items or services over \$100 when possible. Include labor, materials, supplies, equipment, rental fees, advertising costs, etc.

Item Description	Cost
1. <u>CCCSAA Conference (Registration, lodging, travel, etc.)</u>	<u>\$7,500.00</u>
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
Total Costs	<u>\$7,500.00</u>

For ASCSM Secretary Use Only

Motion by _____ Second by _____
 Result of Vote In Favor _____ Opposed _____ Abstained _____ Passed _____ Failed _____

ASCSM Senate Goals for 2016/17

There is no printed material related to this item.

Not Anymore Videos Promotion

There is no printed material related to this item.

Welcome Week Debrief

There is no printed material related to this item.