



# Senate Agenda

Monday, September 12, 2016, 3 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. Roll Call**
- III. Approval of the Agenda**
- IV. Approval of the Minutes of Prior Meeting(s)**
- V. 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.*
- VI. 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
- VII. 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.*

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

**a. Revision to the ASCSM Bylaws Regarding the Commissioner of Publicity – President Roe**

*The Senate shall discuss and consider revising the ASCSM Bylaws regarding the Commissioner of Publicity to make the position a full member of the ASCSM Executive Cabinet; possible action to take place.*

**b. ASCSM Goals for 2016/17 – President Roe and Advisor Schaefer**

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

**c. 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.*

**IX. Agenda Items for Future ASCSM Senate Meetings**

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

**X. 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.*

**XI. Adjournment**



## Senate Minutes (Unapproved)

Monday, August 29, 2016, 2:15 PM

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

The meeting was called to order at 2:15 PM.

### ROLL CALL

#### Members Present

President James Roe; Vice President Katarina Stein; Finance Director Sennai Kaffl (arrived 2:26 PM); Vice Chair Stephen McReynolds; Secretary Andrew Darzi; Senators Luke Awwad, Ben Chettipally (arrived 2:32 PM), 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, Jingwen (Allison) Zhao

#### Advisors Present

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

#### Members Absent

Senator Jingwei (Andy) Zhang (excused, attending Basic Skills Committee meeting)

### APPROVAL OF THE AGENDA

Motion to approve the agenda as presented by Senator Awwad; 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 22, 2016, meeting by Senator Chin; seconded by Senator Awwad. Hearing no objections, the motion carried.

### ANNOUNCEMENTS AND HEARINGS OF THE PUBLIC

None

### REPORTS

President Roe reported that he had made a temporary appointment of Senator Zhang to the Basic Skills Committee, which is meeting concurrently with the Senate meeting.

Vice President Stein reported that she had attended the forum on public safety with other members of student government, as well as students from Project change and the Ambassadors. Senator Riley, one of the other students present at the forum, stated that the facilitators asked about the level of safety on campus and whether the drills conducted on campus were effective. The facilitators also asked whether the public safety officers were personable. Mr. Riley stated that the issue of arming the public safety officers did come up. Senator Topete Eng Goon, who also attended the forum, commented that the forum was not specifically about arming the officers but about security in general. The topics that have come up consistently include communication, outreach, and relations with underrepresented communities. Ms. Topete Eng Goon encouraged everyone to attend the open forums that are scheduled for September. Vice President Stein commented that overall students feel safe on campus. Margolis-Healy, the consultants that are

working on gathering information, will collect feedback and prepare a report for the District. Senator Topete Eng Goon emphasized that this was not a damage control situation, but that it was intended to prevent something tragic from taking place.

Vice Chair McReynolds reported that the first Inter Club Council meeting of the semester will be held on Wednesday, Sept. 7 at 1:30 PM. Any club that has not submitted their paperwork has until 11 AM on Wednesday to turn it in to the Center for Student Life to be considered official for that meeting. Advisor Schaefer mentioned that the first meeting is really an introductory meeting and that even clubs that do not have their paperwork turned in should send a representative.

Senator Chiang reported that she had attended the Campus Safety Committee meeting. The group discussed the upcoming Public Safety Forum on Wednesday, Sept. 14. The committee also discussed the upcoming drills that will take place on campus. One will be held in October and one will be held in November.

Senator Riley reported that he and Senator Hamzah had attended the Center for Academic Excellence committee meeting earlier in the day. The committee discussed ways to infuse equity into the curriculum on campus. Vice President Stein inquired how the group is looking to accomplish this. Mr. Riley stated that the Jeremiah Sims, the new Director of Equity, has several plans, including holding a “hackathon” style event around the topic of equity.

Student Life and Leadership Manager Schaefer thanked everyone who provided a report and commented that this is exactly the way the student representation system is supposed to function. Mr. Schaefer also commended Senator Chiang. The Center for Student Life received a phone call from the President’s Office stating that Ms. Chiang was very impressive at the Campus Safety Committee meeting.

Mr. Schaefer mentioned that the Veterans Resource and Outreach Center and the Student Veterans of America Club are cohosting a conference on Oct. 8 and 9. Volunteers will be needed for this event, which will be eligible for Service Hours. At the Monday, Sept. 12, ASCSM Senate meeting, we will be hosting a meet and greet with members of the Board of Trustees and the CSM Administration. We will be gathering at 2:15 PM, so this is not an excuse to be late or not to show up. In addition to the meet and greet, we will also be taking photos for the ASCSM display board at the Sept. 12 meeting. Finally, Mr. Schaefer reminded the group that there will be no meeting and no classes on Monday, Sept. 5 due to the Labor Day holiday.

Student Life and Leadership Assistant Hamadeh thanked the group for the outstanding level of energy and commitment they have already shown to the student government this year. The number of applications for boards that we have received is unprecedented, which shows how much everyone is getting the word out about being involved.

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

### **APPOINTMENTS**

President Roe made the following appointments:

- Senator Wang as a member of Cultural Awareness Board  
Motion to approve the appointment by Senator Hamzah; second by Senator Ramirez Serratos. Hearing no objections, the motion carries.
- Senator Riley as a member of Programming Board and Cultural Awareness Board  
Motion to approve the appointment by Senator Wong; second by Senator Topete Eng Goon. Hearing no objections, the motion carried.
- Senator Mat Kamal as a member of Advocacy Board

Motion to approve the appointment by Senator Topete Eng Good; second by Senator Wang. Hearing no objections, the motion carried.

- Senator Awwad to the Accreditation Oversight Committee; Senator Zhang to the BSI Committee; Vice President Stein and Senators Chiang and Ramirez Serratos to the College and District Auxiliary Services Advisory Committees; Senators Hamzah and Riley to the CAE Committee; Senator Chin to the College Assessment Committee; Senator Gomez to the Committee on Instruction; Senators Riley and Topete Eng Goon to the CSM Cares Steering Committee; Senator Zhao to the Diversity in Action Group/Equity Committee; Senator Wong to the DIAG Planning Committee; Senator Mat Kamal to the Distance Education and Educational Technology Committee; Vice Chair McReynolds to the Faculty Academic Senate; President Roe, Vice President Stein, and Finance Director Kaffl to the Institutional Planning Committee; Senator Mat Kamal to the International Education Committee; Finance Director Kaffl to the Learning Support Centers Coordination Committee; Senator Chettipally to the Library Advisory Committee; Senator Chiang to the SafeZone Advisory Committee; Senator Wang to the Campus Safety Committee; Senator Topete Eng Goon as the primary representative and Finance Director Kaffl as the back-up representative to the Student Disciplinary Committee; Senator Topete Eng Goon to the Student Services Council; Finance Director Kaffl to the District Committee on Budget and Finance; President Roe to the District Participatory Governance Committee; and President Roe and Vice President Stein to the District Student Council.

Motion to approve the above appointments by Senator Topete Eng Goon; second by Senator Wong. Hearing no objections, the motion carried.

## **LEGISLATIVE BILLS**

None.

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

### **FUNDING FOR MEET AND GREET**

As previously mentioned, President Roe stated that the ASCSM will be hosting a meet and greet with members of the Board of Trustees and the CSM Administration at the Monday, Sept. 12 meeting. This proposal will provide funding to purchase refreshments for the meet and greet.

Motion to approve \$500.00 from the Hospitality account (#5080) for the Meet and Greet on Monday, Sept. 12 by Vice Chair McReynolds; second by Senator Hamzah. With 15 in favor, 0 opposed, and 0 abstaining, the motion carried.

### **FUNDING FOR ASCSM APPAREL**

President Roe stated that this proposal would provide funding for the Senate to purchase a “unique” apparel item for this year’s group. In addition, it would allow for the replenishment of ASCSM polo shirts and T-shirts. The unique apparel items is usually in the form of a sweatshirt, sweater, or other long-sleeve apparel. The final decision on what unique apparel item to purchase would be made by Executive Cabinet.

Motion to approve \$3,500.00 from the Publicity account (#5151) to purchase ASCSM apparel by Senator Ramirez Serratos; second by Senator Riley. With 15 in favor, 0 opposed, and 0 abstaining, the motion carried.

### **FUNDING TO ATTEND CCCSAA CONFERENCE**

Mr. Schaefer explained that the California Community College Student Affairs Association sponsors an annual student leadership conference that is held in the fall. The conference is put on by student affairs professionals from across the state, and most community college student governments participate. The conference gives student leaders an opportunity to learn about leadership from other student affairs professionals as well as network with their peers. This year’s conference will be held in Los Angeles between Friday, Oct. 21 and Sunday, Oct. 23. Those interested in attending will be required to complete an application, which Mr. Hamadeh will send out via email.

Motion to approve \$7,500.00 from the Conference account (#5033) to send up to 10 students and 1 advisor to the CCCSAA conference by Senator Hamzah; second by Senator Zhao. With 15 in favor, 0 opposed, and 0 abstaining, the motion carries.

### **ASCSM SENATE GOALS FOR 2016/17**

Advisor Schaefer stated that each Senate formulates a set of goals that the group would like to accomplish by the end of the year. The goals are broad, and generally outline five to six areas the Senate would like to focus on. President Roe encouraged members to think about the legacy they would like to leave behind after their terms are over. Vice President Stein stated that Executive Cabinet had identified the topics of collaboration with various campus groups, including the learning communities; volunteering in the community; and marketing of ASCSM as possible areas of interest.

After discussion, the Senate settled on the following goals for 2016/17:

- More collaboration between and greater communication among the three boards and the Senate.
- Greater outreach, communication, and collaboration with the campus learning communities, such as EOPS, Puente, Mana, and Umoja.
- Greater support of club activities both on and off campus through Senate involvement.
- Increase marketing and branding of ASCSM.
- Strengthening outreach to promote the goals, the mission, and the role of the Associated Students.

At the conclusion of the discussion, Mr. Schaefer said the finalized language for the goals would be brought back to the next meeting for approval. After that, the Senate will work to identify two to three action steps per goal.

### **NOT ANYMORE VIDEOS PROMOTION**

Mr. Hamadeh explained that several years ago, the federal government expanded the scope of Title IX to include matters of sexual assault, sexual violence, and other matters, particularly on college and university campuses. As part of this mandate, the District purchased a video package called Not Anymore, which addresses the issues of sexual assault and violence through a series of videos. The videos are accessible via WebSMART. Unfortunately, the viewing rate for the District has not been very high as few students seem to be aware of the videos. In order to help address this, a districtwide task force has been established to find ways to increase awareness and promote the videos.

Mr. Schaefer asked that between today and the next meeting, members of the Senate view the videos and think about ways to promote and incentivize other students to view them. Mr. Hamadeh will send out step-by-step instructions on how to access the videos via WebSMART.

### **WELCOME WEEK DEBRIEF**

Vice President Stein stated that she felt the event was successful and she thanked everyone for coming out to help. Senator Awwad also thought the event went well, but suggested that the group reconsider the requirements for students to get food in order to prevent people from going straight for the food and not participating in the rest of the event. Further, Mr. Awwad stated that the Casino Day was the most popular part of the event. There was a complaint about the music; not from the radio station, but the personal music collection that someone had plugged into the sound system. Finance Director Kaffl commented that he noticed several students would just pick up food and then leave. He suggested that the group find ways to incentivize students to participate in the rest of the event. Senator Chiang mentioned that some students were concerned about the lack of vegetarian options. Senator Chin stated that there was a lack of staffing for the carnival games on Wednesday. She also noted that people will show up just for the food no matter what, but there are ways to mitigate the issue. Regarding the issue of music, Ms. Chin stated that the group will have a music “task force” that will determine playlists for future events. In addition, random students will not be permitted to plug in their personal devices and play music.

Mr. Schaefer suggested that the group implement a system where students returning for subsequent days of an event recite something they learned previously. He also stated that going forward, Student ID Cards will be required to participate in ASCSM events. Senator Topete Eng Goon remarked that there should be more help going forward as the boards start to meet and be involved. Senator Chettipally thanked President Roe and Senator Chin for their assistance with the event. He also commented that a large photo booth might have been more suitable. Mr. Hamadeh suggested that the group rethink the way in which the video game truck is situated in order to increase its visibility and participation.

#### **FUTURE AGENDA ITEMS**

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

- ASCSM Goals for 2016/17
- Not Anymore Video Promotion
- Veterans Leadership Conference Support

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

Vice President Stein announced that today is Senator Chin's birthday. Anyone interested should remain after the meeting for cake.

#### **ADJOURNMENT**

Motion to adjourn at 3:48 PM by Senator Hamza; second by Vice Chair McReynolds. Hearing no objections, the motion carried.

Submitted by,

Andrew Darzi  
ASCSM Secretary

# ASCSM Senate - Vote Record for Monday, August 29, 2016

Name	Funding for Meet and Greet			Funding for ASCSM Apparel			Funding to Attend CCSAA Conference											
	Yes	No	Abstain	Yes	No	Abstain	Yes	No	Abstain									
Luke Awwad	Yes			Yes			Yes											
Ben Chettipally	Yes			Yes			Yes											
Alicia Chiang	Yes			Yes			Yes											
Laurie Chin	Yes			Yes			Yes											
Natalia Gomez	Yes			Yes			Yes											
Nabila Hamzah	Yes			Yes			Yes											
Amir Farhan Mat Kamal	Yes			Yes			Yes											
Maria Ramirez Serratos	Yes			Yes			Yes											
Stephen McReynolds	Yes			Yes			Yes											
Katrina Relos	Yes			Yes			Yes											
Colby Riley	Yes			Yes			Yes											
Gabriela Topete Eng Goon	Yes			Yes			Yes											
Yaxuan (Mandy) Wang	Yes			Yes			Yes											
Chak Haang (Vina) Wong	Yes			Yes			Yes											
Jingwei Andy Zhang	-			-			-											
Jingwen (Allison) Zhao	Yes			Yes			Yes											
Katarina Stein*	n/a			n/a			n/a											
	15-0-0			15-0-0			15-0-0											

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



**Unfinished Action, Discussion, and Information Items, Item A**

TO: ASCSM Senate  
FROM: James Roe, ASCSM President

**ASCSM BOARD APPOINTMENTS**

As per the ASCSM Constitution and Bylaws, I am forwarding the following appointments to the ASCSM Senate for review and approval.

**Advocacy Board**

1. Eric Thuhlen
2. Angela
3. Sunny Yu- Class
4. George Silva
5. **Jordan Chavez**
6. Nick Jasso
7. Tiannia Romero
8. Kristiana Wolf-Blake
9. Nathan Storey
10. Jordan Sakala- Class

**Cultural Awareness Board**

1. Georgia Giari
2. Melissa Yeo- Class
3. **Yao Zhan (Zoe)**
4. Josephine Tai
5. Ziyang Zhanag (Grace)
6. Lin Let Hay Thi (Lin)
7. **Ling Fang Liu (Clair)**
8. **Siyao Zheng (Zoey)**
9. **Jordan Chavez**
10. Nicolas Marin
11. Yifan Xia

**Programming Board**

1. **Yao Zhan (Zoe)**
2. Ke Lu
3. Di Gao
4. **Ling Fang Liu (Clair)**
5. **Siyao Zheng (Zoey)**
6. Fatima Briones
7. Akari Kyaw (Grace)- Class
8. Rina Sanchez
9. **Jordan Chavez**

- **Bold** indicates the individual is being appointed to multiple boards.
- “Class” following an individual’s name indicates student has class during the Senate meeting.

**RECOMMENDATION**

It is recommended that the Senate approve the above appointments.

## **Legislative Bills**

There is no printed material related to this item.

## **ASCSM Bylaws, Article IV**

### **Commissioner of Publicity**

#### **Section 1. Intent**

- 1.1 The Commissioner of Publicity shall be responsible for planning, coordinating, and directing the outreach, promotion, and publicity for all events, programs, services, and activities undertaken by the Associated Students and/or its constituent bodies. This includes but is not limited to press releases, fliers and banners, websites, ASCSM-branded giveaway items, and social media. In conjunction with the Center for Student Life and Leadership Development, the Commissioner of Publicity shall serve as a liaison between the Associated Students and the College's Community Relations and Marketing Department.

#### **Section 2. Appointment**

- 2.1 The Commissioner of Publicity shall be appointed, with the advice and consent of the Senate, from among the membership of the Student Senate by the ASCSM President.
- a. The Commissioner of Publicity may not be currently serving as an Executive Officer or as Chair of a Board.
  - b. The Commissioner of Publicity shall retain his or her position as Senator with all its inherent rights and responsibilities.
  - c. The Commissioner of Publicity shall serve as ~~an ex-officio, non-voting~~ a member of the Executive Cabinet.

#### **Section 3. Roles and Responsibilities**

- 3.1 The roles and responsibilities of the Commissioner of Publicity shall be as follows:
- a. Monitor the use of ASCSM branding, including the ASCSM name and logo.
  - b. Develop timelines and calendars to promote the Associated Students and A.S.-sponsored events.
  - c. Coordinate promotion of A.S.-sponsored activities.
    - i. The Advocacy Board, the Cultural Awareness Board, and the Programming Board shall be encouraged to appoint Publicity Coordinators to communicate and develop marketing plans and strategies for board-sponsored events with the Commissioner of Publicity.
  - d. Assist in the development of content and updates for ASCSM webpages and websites.
  - e. Maintain and update the ASCSM social media outlets, such as but not limited to Facebook, Twitter, Instagram, etc.
    - i. If possible, the Commissioner of Publicity shall be assigned as a "contributor" or similar designation for social media accounts. At no time, however, shall the Commissioner of

- Publicity be the sole administrator or owner of any ASCSM social media account. In the event that such a designation is not possible, the Center for Student Life and Leadership Development shall setup and administer the account, and work with the Commissioner of Publicity to develop and coordinate postings.
- ii. The Commissioner of Publicity shall not, under any circumstances, change account information for any ASCSM social media account, including but not limited to log-in information, passwords, profile information, and contact information (email addresses, phone numbers, etc.). Violations of this clause may lead to removal from this position by the Student Life and Leadership Manager or his or her designee.
- f. Serve on the ASCSM Election Commission and develop and coordinate promotion of the annual ASCSM Spring General Election as long as she or he is not a candidate in the election and as long as all promotion is candidate and position neutral.
- i. In the event that the Commissioner of Publicity is a candidate in the ASCSM Spring General Election, the A.S. President shall appoint, with the advice and consent of the Senate, a member of the Senate to serve on the Election Commission in the Commissioner of Publicity's stead.
- g. Author and distribute any press releases or similar announcements on behalf of the Associated Students.

## **ASCSM Senate Goals for 2016/17**

- Increase collaboration and insure greater communication among the Advocacy Board, the Cultural Awareness Board, the Programming Board, and the Student Senate.
- Increase outreach, communication, and collaboration with campus learning communities, such as EOPS, Mana, Puente, and Umoja.
- Provide greater support for club activities both on and off campus through Senate involvement.
- Enhance the marketing and branding of ASCSM through various means.
- Strengthen outreach to promote the goals, the mission, and the role of the Associated Students.

**Not Anymore Videos Promotion**

There is no printed material related to this item.