



Senate Agenda

Monday, September 19, 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. 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
- 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. Year One Program – Allie Fath, Year One Program Services Coordinator

The Senate shall hear and discuss a presentation regarding the College's Year One program for new, first-time students; no action to take place.

b. Support for CSM High School Jazz Festival – Professor Mike Galisatus

The Senate shall discuss and consider providing funds to support the annual CSM High School Jazz Festival in November 2016; possible action to take place.

c. Support for CSM Student Veteran Leadership Conference – Justine Evers, VROC Program Services Coordinator

The Senate shall discuss and consider providing funds to support the CSM Student Veteran Leadership Conference in October 2016; possible action to take place.

d. Support for Fall 2016 Club Fair – Vice Chair McReynolds and Advisor Hamadeh

The Senate shall discuss and consider providing funds to support the Fall 2016 Club Fair; possible action to take place.

e. Title IX/Sexual Assault Awareness Event – Advisors Schaefer and Hamadeh

The Senate shall discuss and consider plans for an event focusing on bringing awareness to sexual assault and sexual assault; possible action to take place.

f. Action Steps for ASCSM Goals for 2016/17 – President Roe and Advisor Schaefer

The Senate shall discuss and consider establishing action steps for the ASCSM Goals for 2016/17; possible 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, September 12, 2016, 3 PM

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

The meeting was called to order at 3:03 PM.

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 Awwad; seconded by Senator Hamzah. Hearing no objections, the motion carried.

APPROVAL OF THE MINUTES OF PRIOR MEETINGS

Motion to approve the minutes of the Monday, August 29, 2016, meeting by Senator Riley; seconded by Senator Topete Eng Goon. Hearing no objections, the motion carried.

ANNOUNCEMENTS AND HEARINGS OF THE PUBLIC

None

REPORTS

President Roe welcomed members of the Senate and guests from the Board of Trustees to the meeting. Mr. Roe reminded the Senate that the Public Safety Open Forums would take place on campus on Wednesday, Sept. 14. The open forum exclusively for students is scheduled for 3:30 PM on Wednesday. President Roe also informed the group that the "Fall in Love with a Major" fair would take place on Wednesday in the Bayview Dining Room. Finally, Mr. Roe reported that last Friday he attended the Institutional Planning Committee meeting where the group discussed possible changes to the IPC mission statement, the accreditation mid-term report, and possible revisions to the College Index.

Vice President Stein had no report.

Finance Director Kaffl welcomed everyone to the meeting and commented that it was nice to see so many students interested in getting involved.

Vice Chair McReynolds reported that he attended the Faculty Academic Senate Governing Council meeting. The group had a presentation on the Year One program, which is ramping up and looking for more students. The first two

introductory Inter Club Council meetings have concluded so clubs are going to start submitting proposals. The dates for the Club Fair have also been decided: The event will be held Wednesday, Sept. 21 and Thursday, Sept. 22.

Commissioner of Publicity Chin reported that she attended the College Assessment Committee meeting. The committee is developing new methods for assessing general education requirements. The committee is also trying to develop methods to help faculty evaluate how well students meet course SLOs and how best to track that information via TracDat.

Secretary Darzi had no report.

Senator Gomez reported that she attended the Committee on Instruction meeting. The COI approved two online accounting classes for next semester and a sport psychology class. The committee also discussed the prerequisite of ESL 400 for some courses and the possible addition of a Harmony II class.

Senator Topete Eng Goon reported that she had attended the Student Services Council meeting. The council discussed recent changes to FERPA that require schools to release student information to parents/guardians if they claim a student on their taxes as a dependent. This release of information does not require any consent from the student. The council also discussed how to make it easier for transgender students to use their preferred names on campus, how to make the financial aid appeal process faster, and how to promote the new dental services that will be available to the campus community on the first and third Thursday of each month. Ms. Topete Eng Goon also attended the Fall Semester Registration Debrief meeting. One of the primary topics to come from that meeting was finding ways to increase the awareness of counseling services on campus.

Senator Wong announced that the Cultural Awareness Board would hold its first meeting on Wednesday, Sept. 21 at 1:10 PM in Building 10, Room 401.

Senator Relos reported that she had attended the Sustainability Committee meeting. The committee is discussing ways to integrate sustainability into the college's curriculum and increasing campus involvement in issues of sustainability. The group wants to launch the "Sustainability Success Network," which would be an interdisciplinary program to have students come together to do work around sustainability issues. Finally, the committee wants to hold more events on campus. In October, the Cesar Chavez Community Garden near Building 1 will be replanted. In addition, plans for the Earth Day event in April are already underway.

Senator Mat Kamal reported that he had attended the Distance Education and Educational Technology Committee meeting. The group discussed the College and District transition from WebACCESS to Canvas for online course management.

Student Life and Leadership Manager Schaefer had no report.

Student Life and Leadership Assistant Hamadeh distributed fliers and asked that the Senate help promote the campus forums on Public Safety. Mr. Hamadeh reminded the group that the focus of these forums is not solely on the issue of arming Public Safety Officers. Although the topic is likely to come up, the forums are part of an overall assessment of the District's Public Safety program. Mr. Hamadeh also announced that the campus Respect Forum will take place on Friday, Sept. 23 at 1 PM in the College Heights Conference Room (Building 10, Room 468). The forum will highlight the various diversity and equity programs that are taking place at the College. Finally, Mr. Hamadeh announced that several SafeZone trainings have been scheduled for the month of October. The trainings are open to the entire campus community.

UNFINISHED ACTION, DISCUSSION, AND INFORMATION ITEMS

APPOINTMENTS

President Roe made the following appointments:

- Eric Thuhen, Angela Li, Sunny Yu, George Silva, Jordan Chavez, Nick Jasso, Tiannia Romero, Kristiana Wolf-Blake, Nathan Storey, and Jordan Sakala to the Advocacy Board.

Motion to approve the above appointments by Senator Ramirez Serratos; second by Senator Zhao. Hearing no objections, the motion carried.

- Georgia Giari, Melissa Yeo, Yao (Zoe) Zhan, Josephine Tai, Ziyang (Grance) Zhang, Linlet (Lin) Hay Thi, Ling Fang (Clair) Liu, Siyao (Zoey) Zheng, Jordan Chavez, Nicolas Marin, and Yifan Xia to Cultural Awareness Board.

Motion to approve the above appointments by Senator Zhang; second by Senator Chin. Hearing no objections, the motion carried.

- Yao (Zoe) Zhan, Ke Lu, Di Gao, Ling Fang (Clair) Liu, Siyao (Zoey) Zheng, Fatima Briones, Akari (Grace) Kyaw, Rina Sanchez, and Jordan Chavez to Programming Board.

Motion to approve the above appointments by Vice Chair McReynolds; second by Senator Riley. Hearing no objections, the motion carried.

LEGISLATIVE BILLS

None.

NEW ACTION, DISCUSSION, AND INFORMATION ITEMS

REVISION TO THE ASCSM BYLAWS REGARDING THE COMMISSIONER OF PUBLICITY

Due to the importance of the role of the Commissioner of Publicity, President Roe recommended revising the ASCSM Bylaws to make the Commissioner a member of the Executive Cabinet, not just an *ex-officio* member. This change requires striking the words, “an ex-officio, non-voting” from Article IV, Section 2.1(c) of the Bylaws and adding “a.”

Motion to approve the revision to the ASCSM Bylaws regarding the Commissioner of Publicity by Senator Awwad; second by Senator Chettipally. With a vote of 16 in favor, 0 opposed, and 0 abstaining, the motion carries.

ASCSM GOALS FOR 2016/17

After extensive discussion at a prior meeting, the final wording of the ASCSM Goals for 2016/17 were presented to the Senate. The goals are:

- 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.

Motion to approve the ASCSM Goals for 2016/17 by Commissioner of Publicity Chin; second by Senator Ramirez Serratos. With a vote of 16 in favor, 0 opposed, and 0 abstaining, the motion carried.

NOT ANYMORE VIDEOS PROMOTION

After asking the Senate to view the videos, Mr. Schaefer and Mr. Hamadeh requested feedback and suggestions. Members of the Senate suggested asking faculty and staff to promote the videos; utilize the clubs and organizations as a way to get the word out about the videos; explore ways to make the videos more accessible such as banner ads in WebSMART; integrate the videos into Counseling classes, orientations, and Welcome Day; stress to faculty the importance of the information being conveyed in the videos and not have it framed as just another requirement; coordinate an event among the three A.S. boards that focuses on sexual assault and violence. Mr. Schaefer suggested that the Senate place an item on the next agenda to discuss hosting such an event.

FUTURE AGENDA ITEMS

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

- Actions Steps for ASCSM Goals for 2016/17
- Title IX/Sexual Assault Awareness Event
- Veterans Leadership Conference Support
- High School Jazz Festival Support

FINAL ANNOUNCEMENTS AND HEARING OF THE PUBLIC

Vice Chair McReynolds reminded the Senate that there will be a student veteran forum on Tuesday, Sept. 13 at 12 PM in the Bayview Dining Room (Building 10).

ADJOURNMENT

Motion to adjourn at 4:03 PM by Senator Topete Eng Goon; second by Senator Hamzah. Hearing no objections, the motion carried.

Submitted by,

Andrew Darzi
ASCSM Secretary

ASCSCM Senate - Vote Record for Monday, September 12, 2016

Name	Revision to Commissioner of Publicity Bylaws	ASCSCM Goals for 2016/17																		
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	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																		
	16-0-0	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.

Year One Program

There is no printed material related to this item.

COLLEGE OF SAN MATEO JAZZ FESTIVAL PROPOSAL

The 20th Annual College of San Mateo Jazz Festival is a not for profit event hosted by the CSM music department. This event is designed as an educational tool for high school jazz programs in San Mateo County and the greater Bay Area. There will be eighteen high school jazz groups performing throughout the day beginning at 8:00 AM and ending at approximately 6:00 PM. Each group will receive a workshop and recorded critiques of their performances by noted jazz educators. In addition, there will be clinicians giving workshops in the areas of woodwind performance, brass performance, and rhythm section performance. The event will be held in the College of San Mateo Theatre on Friday, November 18, 2016.

There will be a free noon concert featuring the College of San Mateo Monday Evening Jazz Ensemble with guest artist Jeff Jarvis. Mr. Jarvis is a professional composer and trumpet artist and is the director of the CSU Long Beach Jazz program. There will be approximately 350 high school students participating in this event, and perhaps an additional 200 parents, educators, CSM students, and community members will be in the audience throughout the day. This event is extremely beneficial for our music program and the College of San Mateo, as it brings the 350 students to our campus to experience our program first hand. Our instrumental music program has tripled in size the past five years, primarily through the exposure provided by our jazz festival.

The festival also provides an opportunity for students in our Music 100, 202, 250, and 275 courses to fulfill their concert attendance requirements free of charge, and offers them the convenience of staying on campus to complete these projects. There are approximately 350 CSM students enrolled in these classes.

Each participating group pays an entry fee of \$275 to help offset the majority of the festival expenses. I would like to request funding in the amount of \$2,000 to cover the cost of our adjudicators for this year's event. Our adjudicators are: Dr. Gregory Yasinitzky from Washington State University, Dr. Steve Roach from Sacramento State University, Dr. Aaron Lington from San Jose State University, Dr. Patrick Langham from the University of the Pacific, and Dann Zinn from CSU East Bay.

This year's CSM Jazz Festival marks the twentieth year of this outstanding event. It is one of the more popular festivals from the standpoint of the participating directors who return each year to participate. Your consideration of this request is greatly appreciated.

Sincerely,

Michael Galisatus
Director of Bands
College of San Mateo



ASCSM Student 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 Student Senate Agenda. Please check with the Center for Student Life for information about the current deadline.

For the meeting of _____

Title of Proposal _____

Being Proposed by _____ Lead Coordinator _____

Event Date(s) if applicable _____

Forwarded to the Student Senate by:

- Executive Cabinet
- Advocacy
- Cultural Awareness
- Programming
- ICC
- Other

ASCSM Account Number/Name

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.

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. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
Total Costs	_____

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, September 19, 2015

Title of Proposal Club Fair

Being Proposed by Inter Club Council (ICC) ^{Lead} Coordinator Vice Chair Stephen McReynolds

Event Date(s) if applicable Wednesday, Sept. 21 and Thursday, Sept. 22

Forwarded to the Student Senate by:

- Executive Cabinet
 Advocacy
 Cultural Awareness
 Programming
 ICC
 Other

ASCSM Account Number/Name Club Account Reserve

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 support the Club Fair on Wednesday, Sept. 21 and Thursday, Sept. 22, we would like to request funds to purchase pizza to giveaway to students who have visited at least four club tables. We will have a passport that students will need to get signed in order to get the pizza. In addition, we are requesting funds to pay for the setup costs of tables and chairs for the Club Fair.

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>Pizza for Club Fair (2 days @ \$350 each)</u>	<u>\$600.00</u>
2. <u>Facilities Setup Costs</u>	<u>\$400.00</u>
3. _____	_____
4. _____	_____
5. _____	_____
Total Costs	<u>\$1,000.00</u>

For ASCSM Secretary Use Only

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

Title IX/Sexual Assault Awareness Event

There is no printed material related to this item.

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.