



Senate Agenda

Monday, October 17, 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. Proposed Resolution Regarding Faculty Evaluation – Teeka James, AFT Chapter 1493

The Senate shall hear, discuss, and consider feedback regarding the proposed resolution concerning faculty evaluation procedures; no action to take place.

b. Resolution Endorsing Increase to the Student Body Fee – President Roe

The Senate shall discuss and consider a resolution supporting an increase to the Student Body Fee charged of students each semester and establishing a Student Body Fee for the summer session; possible action to take place.

c. Funding for CSM Student Leadership Retreat – Advisor Schaefer

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

d. Funding for ASCSM Winter Leadership Retreat – Advisor Schaefer

The Senate shall discuss and consider providing funds for the annual ASCSM Winter Leadership Retreat; possible action to take place.

e. Funding for Personal Wellness Interns

The Senate shall discuss and consider funding for the Personal Wellness Interns; 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, October 10th, 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; 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

Members Absent

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 minutes of the Monday, Oct. 3, 2016, meeting as presented by Senator Wang, seconded by Senator Chiang. Hearing no objections, the motion carried.

ANNOUNCEMENTS AND HEARINGS OF THE PUBLIC

None.

REPORTS

President Roe announced that the Board of Trustees has been engaged in a discussion about equity and student access. The Board has is scheduled to continue this discussion at their meeting on Wednesday, Oct. 26 and would like to have student input. Any member of the Senate who is interested in attending is welcome.

Vice President Stein reported that she had attended the Institutional Planning Committee meeting on Friday and the group had discussed the process for reviewing the Program Review documents.

Finance Director Kaffl recognized the members of the Associated Students of Cañada College who were present.

Commissioner of Publicity Chin reported that she had attended the College Assessment Committee meeting. The group is in the process of looking at learning outcomes for services, which are different than those for instructional programs.

Senator Wong reminded the group that the Burmese Light Festival event would take place tomorrow, Tuesday, Oct. 11, starting at 10:30 AM. She passed around a sign-up sheet and urged members of the Senate to help out.

Senator Topete Eng Goon announced that the City of Millbrae is hosting a 5K run in order to raise funds to replace the Community Center that was recently destroyed by fire.

Senator Relos reported that the Sustainability Committee has scheduled the annual Earth Day event for Wednesday, April 19, 2017.

Student Life and Leadership Manager Schaefer encouraged the group to continue posting and sharing events on Facebook in order to help promote them.

Student Life and Leadership Assistant Fauzi Hamadeh reminded the group that there would be no classes on Wednesday due to the Flex Day. In addition, Mr. Hamadeh stated that he would be out of the office on Thursday, Oct. 13 and Friday, Oct. 14.

APPOINTMENTS

President Roe made the following appointments:

- Alex Chin to the Cultural Awareness Board
Motion to approve the appointment by Vice Chair McReynolds; second by Senator Hamzah. Hearing no objections, the motion carried.
- Nabila Hamzah to the Programming Board
Motion to approve the appointment by Senator Chin; second by Senator Topete Eng Goon. Hearing no objections, the motion carried.

PROPOSED RESOLUTION REGARDING FACULTY EVALUATIONS

San Mateo County Community College District Vice Chancellor Eugene Whitlock presented the proposed resolution regarding changes to the faculty evaluation procedures to the Senate. The changes focused around more frequent evaluations and moving to online evaluations. The District and the union representing District faculty, AFT, are currently in contract negotiations and this is one of the sticking points.

FUNDING TO ATTEND STUDENT VETERANS OF AMERICA NATIONAL CONFERENCE

On behalf of the Student Veterans of America, CSM Chapter, Vice Chair McReynolds presented the group's request for funding to attend the 8th annual SVA national conference in January 2017. The conference will be an opportunity for members of the local SVA chapter to meet with students from across the nation. In addition, the chapter will have the chance to participate in the Chapter Business Plan competition and possibly win the Chapter of the Year award.

Motion to approve \$2,500.00 from the Club Assistance/ICC account (#5031) to support the Student Veterans of America, CSM Chapter attendance at the annual SVA National Conference in January 2017 by Senator Topete Eng Goon; second by Senator Awwad. By a vote of 14 in favor, 0 opposed, and 1 abstaining, the motion carried.

FUNDING FOR FIFTH ISSUE OF *THE LABYRINTH*

On behalf of The Writers' Project, Senator Topete Eng Goon presented the group's request for funding to support printing and distribution of the fifth issue of the College's creative writing and art magazine, *The Labyrinth*. The magazine, which is comprised completely of student writing and art work, is published each semester and distributed around campus. This semester, the group hopes to expand distribute to include local businesses, such as coffee shops.

Motion to approve \$1,000.00 from the Club Assistance/ICC account (#5031) to support printing and distribution of the fifth issue of *The Labyrinth* by Commissioner of Publicity Chin; seconded by Senator Riley. By a vote of 15 in favor, 0 opposed, and 0 abstaining, the motion carried.

SUPPORT FOR HIP HOP FOR CHANGE: CULTURE IS A WEAPON

Professor Rudy Ramirez presented his request for support of the Hip-Hop for Change event. Hip Hop for Change is a group of performers who will share their stories of anger and frustration while channeling their focus on positive and creative forms of expression. This event is a proactive approach intended to inspire, motivate and provide the tools for activism in our communities. The event will be held in the CSM Theatre on Wednesday, Nov. 2 at 7:30 PM.

Motion to approve \$1,500.00 from the Ethnic and Cultural Affairs account (#5050) for the Hip Hop for Change event by Senator Wang; seconded by Senator Chettipally.

Professor Ramirez requested that the breakdown of funding on the proposal be changed. Instead of allocating \$200.00 for miscellaneous expenses, he asked that those funds be folded into the allocation for refreshments from Paws for Coffee, bringing the total allocation to \$500.00. The funds allocated for the Hip Hop Artists (\$1,000.00) would remain the same. Senators Wang and Chettipally accepted the requested changes as a friendly amendment to the proposal.

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

SUPPORT FOR LGBTQ+ HISTORY MONTH EVENTS

On behalf of Dr. Henry Villareal, Dean of Enrollment Services, Mr. Schaefer explained that Dr. Villareal and Professor Catherine Firpo are organizing a series of workshops for LGBTQ+ History Month. The workshops will focus primarily on issues facing the transgender community. Specifically, the workshops will explore ways to create a more welcoming and affirming campus for the transgender community. Funding for these workshops will help pay for refreshments and advertising.

Motion to approve \$900.00 from the Ethnic and Cultural Affairs account (#5050) to support the LGBTQ+ History Month workshops by Senator Gomez; seconded by Senator Relos. By a vote of 15 in favor, 0 opposed, and 0 abstaining, the motion carried.

FUNDING FOR ASCSM HALLOWEEN EVENT

On behalf of the Programming Board, Senator Chettipally explained that the group is planning a Halloween event for Wednesday, Oct. 26. The event will include pumpkin decorating contests and activities for the children from the Child Development Center. The group is still finalizing food and other details for the event.

Motion to approve \$840.00 from the Programs account (#5150) for the ASCSM Halloween event by Senator Topete Eng Goon; seconded by Senator Hamzah.

Mr. Chettipally mentioned that after speaking with the Child Development Center staff, they would not be giving the children candy because of the center's healthy food program. Mr. Schaefer suggested adding \$140.00 to the proposal to purchase healthier snacks for the children. Senators Topete Eng Goon and Hamzah accepted the recommendation as a friendly amendment, bringing the total amount of the proposal to \$1,000.00.

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

FUNDING FOR ASCSM SENATE AND BOARD MIXER

Senator Topete Eng Goon explained that in order to build greater connections between the Senate and the boards, and among the boards themselves, there are plans to hold a mixer on Monday, Oct. 17 at 3 PM. There would be a shortened Senate meeting on that day.

Motion to approve \$600.00 from the Hospitality account (#5080) for the ASCSM Senate and Board Mixer by Senator Chettipally; seconded by Senator Zhang. By a vote of 15 in favor, 0 opposed, and 0 abstaining, the motion carried.

ACTION STEPS FOR ASCSM GOALS FOR 2016/17

President Roe introduced the finalized action steps for the ASCSM Senate's Goals for 2016/17. The Senate agreed that the action steps reflected the discussions held at recent Senate meetings. They also stated that some progress had already been made on several of the action steps.

Motion to approve the action steps for the ASCSM Senate Goals for 2016/17 by Vice Chair McReynolds; seconded by Senator Awwad. By a vote of 15 in favor, 0 opposed, and 0 abstaining, the motion carried.

FUTURE AGENDA ITEMS

None.

FINAL ANNOUNCEMENTS AND HEARING OF THE PUBLIC

Senator Topete Eng Goon reminded the Senate that Middle College would be holding a moving screening on empowering women in Guatemala in the Theatre on Monday, Oct. 17 at 7 PM.

ADJOURNMENT

Motion to adjourn at 3:38 PM by Senator Riley; second by Senator Zhang. Hearing no objections, the motion carried.

Submitted by,

Andrew Darzi
ASCSM Secretary

ASCSM Senate - Vote Record for Monday, October 10, 2016

Name	Funding to Attend SVA Conference	Funding for 5th Issue of The Labyrinth	Funding for Hip Hop for Change Event	Funding for LGBTQ+ History Month Events	Funding for Halloween Event	Funding for Senate and Board Mixer	Action Steps for 2016/17 ASCSM Goals			
Luke Awwad	Yes	Yes	Yes	Yes	Yes	Yes	Yes			
Ben Chettipally	Yes	Yes	Yes	Yes	Yes	Yes	Yes			
Alicia Chiang	Yes	Yes	Yes	Yes	Yes	Yes	Yes			
Laurie Chin	Yes	Yes	Yes	Yes	Yes	Yes	Yes			
Natalia Gomez	Yes	Yes	Yes	Yes	Yes	Yes	Yes			
Nabila Hamzah	Yes	Yes	Yes	Yes	Yes	Yes	Yes			
Amir Farhan Mat Kamal	Yes	Yes	Yes	Yes	Yes	Yes	Yes			
Maria Ramirez Serratos	Yes	Yes	Yes	Yes	Yes	Yes	Yes			
Stephen McReynolds	Abstain	Yes	Yes	Yes	Yes	Yes	Yes			
Katrina Relos	Yes	Yes	Yes	Yes	Yes	Yes	Yes			
Colby Riley	Yes	Yes	Yes	Yes	Yes	Yes	Yes			
Gabriela Topete Eng Goon	Yes	Yes	Yes	Yes	Yes	Yes	Yes			
Yaxuan (Mandy) Wang	Yes	Yes	Yes	Yes	Yes	Yes	Yes			
Chak Haang (Vina) Wong	Yes	Yes	Yes	Yes	Yes	Yes	Yes			
Jingwei Andy Zhang	Yes	Yes	Yes	Yes	Yes	Yes	Yes			
Jingwen (Allison) Zhao	Absent	Absent	Absent	Absent	Absent	Absent	Absent			
Katarina Stein*	n/a	n/a	n/a	n/a	n/a	n/a	n/a			
	14-0-1	15-0-0	15-0-0	15-0-0	15-0-0	15-0-0	15-0-0			

* 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.

College of San Mateo

AFT Evaluation Procedures Amendment Resolution

WHEREAS, under the current evaluation procedures, tenured faculty receive formal feedback from students (Student Questionnaires) only once every three years;

WHEREAS, under current evaluation procedures, tenured faculty members are permitted to choose whether students can complete the Student Questionnaires on paper forms or online forms;

WHEREAS, under the current evaluation procedures, tenured faculty have their teaching performance observed only once every six years and the observation is conducted by one peer;

WHEREAS, the District has proposed changes to the evaluation procedures that will allow students greater opportunities to participate in their learning experience by providing feedback on *every* class;

WHEREAS, the District has proposed changes to the evaluation procedures to make it easier for students to provide feedback by requiring that the Student Questionnaires be made available online;

WHEREAS, the District has proposed changes to the evaluation procedures that will ensure that faculty receive more effective, frequent and varied feedback about their classroom teaching by conducting classroom observations every three years and including observations from the Dean/Responsible Administrator and the other faculty members who serve on the Evaluation Committee;

WHEREAS, the Associated Students believe these proposed changes will give students a greater voice and sense of ownership over their educational experience;

WHEREAS, the Associated Students believe that feedback from students in every class will enable faculty to become even more effective in the classroom and more responsive to the varied learning styles of the students;

WHEREAS, the Associated Students believe that more frequent classroom observations, conducted by more individuals, will provide faculty with additional feedback to enable them to become even more effective in the classroom;

Resolved, that the Associated Students of College of San Mateo will formally support the proposed amendments of the AFT Contracts

President James Roe

Date

Vice President Katarina Stein

Date

District Student Council

**Resolution in Support of Increasing the Student Body Fee and
Implementing a Summer Student Body Fee**

WHEREAS, the Student Body Fee at the three colleges in the San Mateo County Community College District is used to support multiple student events, campus clubs and organizations, and college programs and departments; and

WHEREAS, the Associated Students organizations at the three colleges are being asked to support a growing number of clubs, programs, events, and related requirements, including insurance and other risk management measures; and

WHEREAS, the Student Body Fee in the SMCCCD was last increased to \$8 in 2001 after being set at \$5 since 1922; and

WHEREAS, there is an interest in implementing expanded programs and services for summer students; and

WHEREAS, community college districts across the state and in the local area have increased their Student Body Fees; and

WHEREAS, the budgets of the Associated Students organizations at the three colleges have been straining under increased demand for several semesters;

NOW, THEREFORE, BE IT RESOLVED that the Associated Students of Cañada College, College of San Mateo, and Skyline College do hereby support increasing the Student Body Fee to \$15 per semester for the fall and spring semesters and implementing an \$8 Student Body Fee for the summer session.

REGULARLY PASSED AND ADOPTED this 17th day of October, 2016.

Ayes:

Noes:

Abstentions:

Attest:

Katarina Stein

ASCSM Vice President and Student Senate Chair

James Roe

ASCSM President



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, October 17, 2016

Title of Proposal Funding for 6th Annual CSM Student Leadership Conference

Being Proposed by Advisor Schaefer ^{Lead} Center for Student Life _{Coordinator}

Event Date(s) if applicable Friday, Dec. 2, 2016 through Sunday, Dec. 4, 2016

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 Center for Student Life and Leadership Development sponsors a leadership conference that is open to any CSM student. This conference covers many of the same topics as the ASCSM summer leadership retreat, such as leadership theory and development, communication styles and skills, and conflict resolution. The conference is an opportunity for CSM club leaders and any other interested students to learn about leadership, to develop strategies to communicate effectively, and to find effective ways to work with others.

Interested students must apply to attend the conference and submit a deposit (if a student is not chosen to attend, his or her deposit is returned; students who attend the conference have their deposit returned when we leave campus). This funding would allow us to take between 25 and 30 students.

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. Leadership Conference Funding (lodging, travel, food, supplies, etc.)	\$9,000.00
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
Total Costs	\$9,000.00

For ASCSM Secretary Use Only

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



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, October 17, 2016

Title of Proposal Funding for ASCSM Winter Retreat

Being Proposed by Advisors Schaefer & Hamadeh ^{Lead} Advisors Schaefer & Hamadeh
Coordinator

Event Date(s) if applicable Monday, January 9, 2017 through Wednesday, January 11, 2017

Forwarded to the Student Senate by:

- Executive Cabinet Advocacy Cultural Awareness Programming ICC Other

ASCSM Account Number/Name 5033 Conferences

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.

This proposal would fund the annual ASCSM Winter Retreat, which will take place over three days and two nights between Monday, January 9 and Wednesday, January 11, 2017. This funding will cover site fees, lodging, meals, travel, and supplies.

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 Winter Retreat (site fees, lodging, meals, transportation, etc.)</u>	<u>\$8,000.00</u>
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
Total Costs	<u>\$8,000.00</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, October 17, 2016

Title of Proposal Funding for Personal Wellness Interns

Being Proposed by Makiko Ueda ^{Lead} Coordinator Makiko Ueda

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 5032 College Program Assistance

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 year, the College recruits interns to serve as counselors in the Personal Counseling & Wellness Services program (formerly Psychological Services). These interns meet with students who need support, are dealing with personal issues, or just need someone to talk to. The counseling interns are earning hours for their California state licenses as Marriage and Family Therapists. The counselors, representing a variety of therapeutic orientations, all have prior counseling experience and have received or are completing their master's degrees.

Due to the competitive nature of the counseling field, it has become increasingly difficult to recruit and retain counseling interns. In order to make the college a more competitive opportunity for interns, we would like to offer stipends to our counselors. Funding from the Student Senate would help provide stipends for the current group of interns. (Vending Support Funds will also be used to help support the interns this fiscal year.) In the future, funding for the stipends would be covered by the college.

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. Stipends for Personal Counseling and Wellness Services Interns	\$3,000.00
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
Total Costs	\$3,000.00

For ASCSM Secretary Use Only

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