



## Executive Cabinet Special Meeting Agenda

Thursday, August 24, 2017, 1 pm

Center for Student Life and Leadership Development (Building 12, Room 211)

The public is invited and encouraged to attend all ASCSM committee meetings. All meetings are open to the public, and are accessible to those with disabilities. Start times are approximate. The public may address the Executive Cabinet on non-Agenda items during the Announcements and 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 and Hearing of the Public (15 minutes per topic, 3 minutes per speaker)**

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

**VI. Reports**

**a. Officers**

i. President	Colby Riley
ii. Vice President	Katrina Relos
iii. Finance Director	Mark Helsel
iv. Vice Chair	Spencer (Sitt) Paing
v. Commissioner of Publicity	Natalia Gomez Torres
vi. Secretary	Jordan Chavez ( <i>ex officio</i> )
vii. Advocacy Board Chair	Gabriela Topete Eng Goon ( <i>ex officio</i> )
viii. Cultural Awareness Board Chair	Jose Barajas ( <i>ex officio</i> )
ix. Programming Board Chair	Mondana Bathai ( <i>ex officio</i> )

**b. Advisors**

- i. Aaron Schaefer, Student Life and Leadership Manager
- ii. Fauzi Hamadeh, Student Life and Leadership Assistant

**VII. Unfinished Business: Action, Discussion, and Information Items**

**a. Appointments – President Riley**

The Executive Cabinet 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 Executive Cabinet 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: Action, Discussion, and Information Items**

**a. Planning Update for Fall 2017 Welcome Week Event**

The Executive Cabinet shall review, discuss, and finalize plans for the upcoming Fall 2017 Welcome Week Event to be held between Tuesday, Aug. 29, and Thursday, Aug. 31; possible action to take place.

**b. California Community College Student Affairs Association Conference**

The Executive Cabinet shall discuss and initiate planning for attendance at the annual leadership conference hosted by the California Community College Student Affairs Association in San Jose, CA, Friday, Oct. 13, through Sunday, Oct. 15, 2017; possible action to take place.

**c. Support for Victims of Nepal Flooding**

The Executive Cabinet shall discuss and consider ways to support the victims of the flooding in Nepal; possible action to take place.

**d. ASCSM Goals for 2017-18**

The Executive Cabinet shall discuss and consider developing a set of goals for the 2017-18 academic year to present to the Senate; possible action to take place.

**IX. Agenda Items for the Next ASCSM Senate Meeting**

The Executive Cabinet shall discuss and consider items for the agenda of the next ASCSM Senate meeting; possible action to take place.

**X. Agenda Items for Future Executive Cabinet Meetings**

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

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

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

**XII. Adjournment**



## Executive Cabinet Minutes (Unapproved)

Wednesday, August 16, 2017, 1:10 p.m.

Center for Student Life and Leadership Development (Building 12, Room 211)

### CALL TO ORDER

The meeting was called to order at 1:11 p.m.

### ROLL CALL

Members Present: President Colby Riley, Vice President Katrina Relos, Finance Director Mark Helsel, Commissioner of Publicity Natalia Gomez Torres, Secretary Jordan Chavez, Advocacy Board Chair Gabriela Topete Eng Goon, & Cultural Awareness Board Chair Jose Barajas.

Members Absent: None.

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 Vice President Relos; seconded by Finance Director Mark Helsel. Hearing no objections, the motion carried.

### APPROVAL OF THE MINUTES OF PRIOR MEETING(S)

Minutes of prior meeting(s) were unavailable.

### ANNOUNCEMENTS AND HEARING OF THE PUBLIC

None.

### REPORTS

President Riley stated that he was glad to see everyone during the summer leadership retreat, that he enjoyed growing closer to the other students attending the trip. He also expressed his willingness to support his fellow ASCSM members and listen to their concerns or worries.

Vice President Relos thanked everyone for attending the meeting; she declared her excitement to work with everyone throughout the school year.

Secretary Chavez indicated that he would be sending out the draft for next week's Senate meeting.

Senator and Advocacy Board Chair Topete Eng Goon told the members that it was crucial to be on the lookout prospective AS Board members, and also that she was excited for this school year.

Senator and Cultural Awareness Board Chair Barajas affirmed his eagerness to take on the role of Board Chair, to learn more, and to seek out new members for Cultural Awareness Board.

Student Life and Leadership Manager Schaefer asserted the importance of appointing a Programming Board Chair, since Programming Board conducts the majority of AS outreach within the CSM community, especially during Welcome Week; Senator Topete Eng Goon and President Riley both revealed that Advocacy Board representative, Mondana Bathai, was interested in the position. Mr. Schaefer also discussed how vital attendance was for Executive Cabinet meetings; he explained that three missed meetings would result in dismissal from one's position. Lastly, Advisor Schaefer stated that the summer leadership retreat went well, and that he appreciated the attendees coming together to have a good time.

Student Life and Leadership Assistant Hamadeh announced that the Student Life Center's ID card machine was done due to printing hundreds of cards within the day; he indicated, however, that a new machine was on its way, and would be arriving by next week. Mr. Hamadeh also told members that he was working on acquiring a laptop for a new mobile ID printer cart. Due to the tense political situations of the country at large, Advisor Hamadeh encouraged members to direct anyone to the campus mental health resources, if they needed it.

#### **APPOINTMENTS**

None.

#### **LEGISLATIVE BILLS**

None.

#### **EXECUTIVE CABINET MEETING DAY AND TIME FOR FALL 2017**

The Executive Cabinet discussed potential days and times that they would set for their weekly meetings. It was decided that Thursdays at 1:00 p.m. would be the new tentative day and time for each meeting. For the first two weeks of the semester, however, meetings will be held on Wednesday, so as not to conflict with the ICC meetings.

#### **AGENDA ITEMS FOR THE NEXT ASCSM SENATE MEETING**

The following items were recommended for the next ASCSM Senate meeting:

- ASCSM Summer Leadership Retreat Debrief
- Election of Senate Vice Chair
- Programming Board Chair Appointment
- ASCSM Goals for 2017-18
- Planning and Approval of Fall 2017 Welcome Week Event Budget
- Participatory Governance Overview

Advisor Schaefer suggested that the item, "Revision to ASCSM Bylaws," be moved to the subsequent meeting for August 28, 2017; the item, "Welcome Day Debrief" was also recommended to be removed from the agenda.

#### **FUTURE AGENDA ITEMS**

The following items were recommended for the next ASCSM Executive Cabinet meeting:

- Welcome Week Debrief
- California Community College Student Affairs Association Conference in San Jose

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

None.

#### **ADJOURNMENT**

Motion to adjourn at 1:36 p.m. by Vice President Relos; seconded by Commissioner of Publicity Gomez Torres. Hearing no objections, the motion carried.

Submitted by,

Jordan Chavez  
ASCSM Secretary