



Associated Students of College of San Mateo

Student Senate Regular Meeting Agenda

Monday, September 11, 2017, 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 and 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	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
 - 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. CSM Administration**
 - i. Michael Claire, CSM President
 - ii. Kim Lopez, CSM Vice President, Student Services
 - d. 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 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: Action, Discussion, and Information Items

a. Jazz Festival Funding

The Senate shall discuss and consider the funding request to support the annual CSM High School Jazz Festival; possible action to take place.

b. Disaster Relief Fundraisers

The Senate shall discuss and consider plans for fundraising activities to support victims of Hurricanes Harvey and Irma; possible action to take place.

c. Funding for Campus Unity Event

The Senate shall discuss and consider the funding request to support a campus unity event to show support for DACA students and other marginalized groups; possible action to take place.

d. Funding for Social Media Promotion

The Senate shall discuss and consider allocating funds to support social media advertising and outreach; possible action to take place.

e. Planning Action Steps for ASCSM 2017-18 Goals

The Senate shall discuss and consider undertaking various action steps to fulfill ASCSM's goals for the 2017-18 academic year; possible action to take place.

f. Fall 2017 Welcome Week Event Debrief

The Senate shall review and discuss the recent Fall 2017 Welcome Week Event held from August 29th to August 31st; no action to take place.

IX. Future Agenda Items

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

X. Final Announcements and 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



Student Senate Minutes (Unapproved)

Monday, August 28, 2017, 2:15 p.m.
College Center Building 10, Room 194

CALL TO ORDER

The meeting was called to order at 2:17 p.m.

ROLL CALL

Members Present: President Colby Riley; Vice President Katrina Relos; Finance Director Mark Helsel; Vice Chair Spencer (Sitt) Paing; Commissioner of Publicity Natalia Gomez Torres; Secretary Jordan Chavez; Senators Jose Barajas, Fatima Briones, Tony (Jose) Herrera, Andreas Langenbacher, Effy (Wenfei) Li, Yimin Li, Claire (Linfang) Liu, Aaron Meneses, Farid Qobti, Karan Soni, Gabriela Topete Eng Goon, Mandy (Yaxuan) Wang, & Vivian (Qingyan) Xu.

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 Senator Topete Eng Goon; seconded by Vice Chair Paing. Hearing no objections, the motion carried.

APPROVAL OF THE MINUTES OF PRIOR MEETING(S)

Senator Topete Eng Goon indicated that on page 1 of the minutes from the August 21, 2017, meeting, under the item "Reports," the meeting day and time Advocacy Board meets should be Tuesdays at 1:00 p.m. to 2:00 p.m., and not Thursdays. Motion to approve the minutes of the Monday, August 21, 2017, meeting with the recommended correction by Senator Wang; seconded by Senator Briones. Hearing no objections, the motion carried.

ANNOUNCEMENTS AND HEARING OF THE PUBLIC

None.

REPORTS

CSM President, Mike Claire, and Vice President of Student Services, Kim Lopez, both attended the meeting to introduce themselves to the Senate, and to discuss how they wanted to foster a stronger bond with ASCSM. President Claire acknowledged that, in the 29 years he has worked at CSM, he had never seen such a chaotic environment outside of campus; that with the particular political goings-on of the nation, it was imperative for all students and school administration to support each other. He noted how important it was for students to vocalize their concerns to himself and the administration, and also how ASCSM was an essential medium for that purpose.

Vice President of Student Services, Kim Lopez, indicated that she was new to this campus, having worked at Cañada College for six years prior to joining CSM's administration. Vice President Lopez reiterated President Claire's statement, expressing the immense worth of initiating dialogue with ASCSM and students at large. She pointed out that, due to a variety of implications, the campus would potentially encounter numerous complex changes and situations; thus, it was critical to maintain active communication between the CSM administration and student government.

ASCSM President Riley welcomed everyone who attended the meeting; he also thanked those who assisted in preparation for the Fall 2017 Welcome Week event.

Vice President Relos expounded on the topics covered at the Sustainability Committee meeting she had attended the previous week. Ms. Relos announced that the campus's Earth Day event would be booked for April 18, 2018. She also explained that the district's sustainability initiative is hoping to launch a Sustainability Network program, in which students can earn certification after taking courses with a sustainability component. Vice President Relos conveyed her desire to pioneer a "zero waste day" with the district's sustainability office; this particular event would entail refrainment from utilizing non-reusable utensils, plates, cups, etc. Ms. Relos stated that she would be posting a hard copy of the volunteer shifts for the Fall 2017 Welcome Week event.

Commissioner of Publicity Gomez Torres declared that she and Finance Director Helsel would be taking photos throughout the Fall 2017 Welcome Week Event; because of this, she encouraged fellow Senate members to wear ASCSM apparel or apparel that would represent different aspects of the campus.

Secretary Chavez announced that Botany Club was in need of a secretary, and asked the Senate to notify him or Professor Paul Hankamp if they were interested or if they knew of anyone who might be interested in taking on the position. He also prompted the Senate to let students know they should visit the new Center for Student Life and Leadership Development.

Senator Bathai informed the Senate that Programming Board would be meeting on Mondays from 1:00 p.m. to 2:00 p.m.

Senator Soni apprised the Senate that the San Mateo Union High School District was in need of students for paid math tutor positions at different high schools throughout the peninsula.

Student Life and Leadership Manager Schaefer stated that the College Heights conference room was used to hold a press conference for California Representative Jackie Speier, thus explaining why the Senate meeting had to be moved to another location. He told the Senate that there would be no meeting the following week because of the Labor Day holiday. Advisor Schaefer described the importance of committing to events such as Welcome Week; it was crucial for Senate members to be present at events during the times they signed up for. He also asserted that, during events, ASCSM representatives were responsible for promoting the boards, their functions, and the role of student government on campus; he stressed that, social media, too, was a vital tool in getting the word of ASCSM out there. Mr. Schaefer emphasized the Senate's role as the "eyes and ears" of the school, insisting that representatives be proactive in bringing up any concerns the student body had.

Student Life and Leadership Assistant Hamadeh reported that a new ID card printer for the Student Life Center would hopefully be up and running by Wednesday of that week. He also recapitulated Mr. Schaefer's point on having Senate representatives as dedicated advocates for ASCSM at events and through social media. Advisor Hamadeh also noted that President Mike Claire was an avid listener of the student voice on campus, and that students could express their concerns to him as needed.

APPOINTMENTS

President Riley made the following appointments:

- Senator Bathai and Commissioner of Publicity Gomez Torres to Advocacy Board
Motion to approve the appointments by Senator Wang; seconded by Senator Briones. With no objections, the motion carried.
- Senators Bathai, Herrera, and Topete Eng Goon to Cultural Awareness Board
Motion to approve the appointments by Commissioner of Publicity Gomez Torres; seconded by Senator Meneses. With no objections, the motion carried.

- Senator Topete Eng Goon to Programming Board
Motion to approve the appointment by Senator Liu; seconded by Senator Soni. With no objections, the motion carried.

Participatory governance committee appointments were to take place once all Senate members finalized the committees they were supposed to serve on. The Senate was instructed to send any conflicts or concerns with tentative committee appointments to President Riley by Wednesday of the following week.

LEGISLATIVE BILLS

None.

FUNDING FOR ATTENDANCE AT CCCSAA CONFERENCE IN SAN JOSE

The Senate reviewed and discussed utilizing \$5,500 to fund a trip to San Jose for the annual leadership conference hosted by the California Community College Student Affairs Association. It was determined that ten student representatives, along with Advisor Hamadeh, would travel to San Jose on Friday afternoon, October 13th, and return to campus by Saturday evening, October 14th.

Motion to approve \$5,500 to fund attendance at the CCCSAA conference in San Jose by Senator Topete Eng Goon; seconded by Senator Briones.

By a vote of 16 in favor, 0 opposed, and 0 abstaining, the motion to approve \$5,500 to fund attendance at the CCCSAA conference in San Jose carried.

FINAL PLANNING FOR 2017 WELCOME WEEK EVENT

Vice President Relos briefed the Senate on final plans for the Fall 2017 Welcome Week Event, indicating that, so far, everything was going smoothly. Food and activities for each day remained as planned: Filipino food and a video game truck on Tuesday, Cuban food and Aces Up casino games inside Building 10 on Wednesday, and Mediterranean food and oversized board games on Thursday. Ms. Relos requested that the Senate share the online survey with current students, as well as alumni; she also asked members to get students to follow ASCSM on different social media platforms. Vice President Relos highlighted the necessity of attracting potential ASCSM board members through the Welcome Week event.

SUPPORT FOR VICTIMS OF NEPAL FLOODING

President Riley recommended tabling this item until more information on the topic was received. Hearing no objections, this item was tabled for the next meeting.

ASCSM GOALS FOR 2017-18

President Riley presented the Senate with ASCSM's updated goals for the 2017-18 academic year. The goals were as follows:

Participation Goals

- Increase and encourage participation in both Senate and board events.

Communication Goals

- Improve communication among the boards.
- Find innovative ways to advertise the Senate, as well as clubs and activities.

Senate Goals

- Plan more creative and inclusive programming.

Motion to approve ASCSM's updated goals for 2017-18 by Senator Topete Eng Goon; seconded by Senator Bathai.

By a vote of 16 in favor, 0 opposing, and 0 abstaining, the motion to approve ASCSM's updated goals carried.

WELCOME DAY EVENT DEBRIEF

The Senate reviewed and discussed the recent Welcome Day event that took place on August 10, 2017.

Secretary Chavez explained some difficulty of getting new students to participate in their groups' icebreakers; he also suggested having a table specifically for ASCSM at the next Welcome Day event. Advisor Schaefer remarked that, once more support from learning communities, clubs, and other groups was established for that particular event, it would be possible to conduct a table for ASCSM.

Senator Soni indicated that different tables had different amounts of groups flocking to them; he recommended trying to get more tables at future Welcome Day events.

Senator Meneses recalled leading a small group of students to receive their ID cards at the Student Life Center; however, the line of those who wanted to get their ID cards was rather extensive. Mr. Schaefer pointed out that, in the future, distribution of student ID cards would be easier with the two new machines arriving later this semester.

Senator Briones recounted that many students were curious about the clubs and organizations on campus; she proposed having clubs table at the next Welcome Day event.

Within the topic of club participation for Welcome Day, Senator Xu proposed for event ambassadors to have an idea of the active clubs on campus. A possible way of achieving this, as discussed by Mr. Schaefer, was to have clubs submit their mandatory information packets as early as spring of the semester prior to the Welcome Day event. Senator Xu also advocated for conducting a variety of interactive games and tables at the event to attract students; she advised having more information on athletics at CSM for incoming students, as well.

Senator Topete Eng Goon revealed that many incoming students who attended Welcome Day knew of its occurrence because of the postcard sent out to them; she stated that there were also numerous high school students present at the event. Ms. Topete Eng Goon also recalled that attendees tended to respond particularly well to professors who tabled at the event.

Vice Chair Paing hoped to get the school's athletics department involved with the event in the future; however, Advisor Schaefer detailed the challenges of initiating a working relationship with athletics.

ASCSM SUMMER RETREAT DEBRIEF

The Senate reviewed and discussed the recent ASCSM leadership retreat held August 11, 2017 to August 13, 2017.

Vice President Relos stated that the retreat venue at Los Altos was rather impressive, despite having a small space for the attendees to hang out in. She expressed her appreciation for the "Privilege Walk" that Senate members partook in, conveying its significance in demonstrating the diversity of everyone's upbringings in relation to each other.

Student Life and Leadership Manager Schaefer indicated that he and Advisor Hamadeh were working on finding a venue that would accommodate both the summer and winter retreats for ASCSM.

Commissioner of Publicity Gomez Torres shared that, during this retreat in particular, she felt closer to everyone within the group. She also commended the variety of workshops conducted at the retreat, mentioning that they were very interactive and inclusive, and helped attendees establish a bond together. Ms. Gomez Torres enjoyed the workshop in which members were instructed to collaborate and compose a story based off one picture.

Senator Barajas reiterated Ms. Gomez Torres's point, explaining that the workshops aided Senate members in developing connections with one another. Mr. Barajas also hoped that, for future retreats, there would be spaces that attendees could utilize for different physical activities, sports, and games.

Senator Meneses recalled a change in the energy among Senate members, recognizing that everyone was much more comfortable around each other than they were before the retreat.

Senator Topete Eng Goon enjoyed the workshop pertaining to everyone's varying political stances; she remarked that it was nice to know all the different perspectives of the group. Ms. Topete Eng Goon also recounted how the retreat attendees were able to hang out and have fun after each day concluded.

Secretary Chavez appreciated the introvert/extrovert workshop during the retreat, citing its usefulness in learning how members of the Senate communicated with each other.

FUTURE AGENDA ITEMS

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

- Fall 2017 Welcome Week Debrief
- Support for Victims of Nepal Flooding
- Planning Action Steps for ASCSM 2017-18 Goals

FINAL ANNOUNCEMENTS AND HEARING OF THE PUBLIC

Senator Meneses expressed interest in holding a hackathon on campus with different computer science companies and related programs at CSM.

ADJOURNMENT

Motion to adjourn at 3:38 p.m. by Senator Topete Eng Goon; seconded by Senator Barajas. Hearing no objections, the motion carried.

Submitted by,

Jordan Chavez
ASCSM Secretary

ASCSM Senate - Vote Record for Monday, August 28, 2017

Adoption of ASCSM Goals for 2017-18																			
Funding to Attend CCSAA Conference		Yes	Yes																
Jose De Jesus Barajas		Yes	Yes																
Mondana Bathai		Yes	Yes																
Fatima Briones		Yes	Yes																
Natalia Gomez Torres		Yes	Yes																
Tony (Jose) Herrera		Yes	Yes																
Andreas Langenbacher		Yes	Yes																
Effy (Wenfei) Li		Yes	Yes																
Yimin Li		Yes	Yes																
Claire (Linfang) Liu		Yes	Yes																
Aaron Meneses		Yes	Yes																
Spencer Paing		Yes	Yes																
Farid Qobti		Yes	Yes																
Karan Soni		Yes	Yes																
Gaby Topete Eng Goon		Yes	Yes																
Mandy (Yaxuan) Wang		Yes	Yes																
Vivian (Qingyan) Xu		Yes	Yes																
Katrina Relos*		n/a	n/a																
		16-0-0	16-0-0																

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



Associated Students of College of San Mateo

Participatory Governance Committee Appointments 2017-18

Accreditation Oversight

- Andreas Langenbacher

Center for Academic Excellence Committee

- Mondana Bathai
- Farid Qobti

CASAC/DASAC

- Mandy Wang
- Natalia Gomez Torres

College Assessment Committee

- Gaby Topete Eng Goon
- Yimin Li

Committee on Instruction

- Gaby Topete Eng Goon

Distance Education

- Spencer Paing

District Committee on Budget and Finance

- Mark Helsel

Educational Equity

- Jose Barajas
- Aaron Meneses

Institutional Planning Committee

- Colby Riley
- Katrina Relos
- Mark Helsel

International Education Committee

- Qingyang Xu

Learning Support

- Claire Liu

Library Advisory

- Fatima Briones

Safety Committee

- Tony Herrera

Student Discipline

- Aaron Meneses

Student Services Council

- Wenfei Li

Sustainability Committee

- Karan Soni

Legislative Bills

There is no printed material related to this item.

COLLEGE OF SAN MATEO JAZZ FESTIVAL PROPOSAL

The 21st 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 17, 2017.

There will be a free noon concert featuring the John Santos Quintet. Mr. Santos is a multi-Grammy nominee, and a world authority on Latin music. 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 \$2,100 to cover the cost of our adjudicators for this year's event.** Our adjudicators are: Dr. Gary Pratt from California State University, Northridge, Dave Eshelman, Professor Emeritus, California State University, East Bay, Joe Mazzaferro from California State University, Stanislaus, Kristen Strom from Santa Clara University, and John Gove from Laney College.

This year's CSM Jazz Festival marks the twenty first 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 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, September 11, 2017

Title of Proposal Disaster Relief Fundraisers

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 **5150 Programs**

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 will provide up to \$1,000.00 in matching funds for any fundraiser to support the victims of Hurricanes Harvey and Irma.

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>Matching Donation Funds</u>	<u>\$1,000.00</u>
2. _____	_____
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 _____



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, September 11, 2017

Title of Proposal Funding for Campus Unity Event (DACA)

Being Proposed by President Riley Lead President Riley
Coordinator

Event Date(s) if applicable Tuesday, Sept. 26, 2017

Forwarded to the Student Senate by:

- Executive Cabinet
 Advocacy
 Cultural Awareness
 Programming
 ICC
 Other

ASCSM Account Number/Name 5050 Ethnic and Cultural Affairs

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 event will bring the campus together through educational and artistic events focused around undocumented people and focus on promoting unity.

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>Unity T-shirts</u>	<u>\$3,100.00</u>
2. <u>Music (Rudy's Band)</u>	<u>\$600.00</u>
3. <u>Speaker</u>	<u>\$1,000.00</u>
4. <u>Miscellaneous</u>	<u>\$300.00</u>
5. _____	
Total Costs	<u>\$5,000.00</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, September 11, 2017

Title of Proposal Funding for Social Media Promotion

Being Proposed by Natalia Gomez Torres Lead Coordinator Natalia Gomez Torres and Fauzi Hamadeh

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.

This proposal would provide funding to “boost” certain social media postings in order to gain wider attention. The postings would be selected based on content. The Commissioner of Publicity, in conjunction with Advisor Hamadeh, would determine which posts should be “boosted.”

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>Funds for Social Media Promotion</u>	<u>\$500.00</u>
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
Total Costs	<u>\$500.00</u>

For ASCSM Secretary Use Only

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

ASCSM (Updated) Goals

Participation Goals:

Increase and encourage participation in both senate and board events.

Communication Goals:

Improve communication between the boards.

Find Innovative ways to advertise senate clubs and activities.

Senate Goal:

Plan more creative and inclusive programming.

Fall 2017 Welcome Week Event Debrief

There is no printed material related to this item.