



Associated Students of College of San Mateo

## Student Senate Study Session Agenda

Monday, February 26, 2018, 2:15 p.m.

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. 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.

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

**a. Funding for Southern California University Tour by Transfer Club**

The Senate shall discuss and consider funding Transfer Club's tour of several universities throughout Southern California during spring break, on March 26<sup>th</sup> and 27<sup>th</sup>; possible action to take place.

**b. Funding for Stanford University Clinical Anatomy Lab Tour by Medical Scholars Club**

The Senate shall discuss and consider funding the CSM Medical Scholars Club's trip to Stanford University for a tour of one of their research and development area; possible action to take place.

**c. Funding for Robotics Supplies by Robotics Club**

The Senate shall discuss and consider funding Robotics Club's purchase of various tools and technology they will need to conduct their projects; possible action to take place.

**d. Funding for *Labyrinth* Reception by the Writers' Project**

The Senate shall discuss and consider funding the Writers' Project's reception in honor of their most recent issue of the *Labyrinth*, a literary magazine that includes creative pieces made and edited by students; possible action to take place.

**e. Funding for ASCSM Power of Words Event**

The Senate shall discuss and consider funding ASCSM's Power of Words Event, which will include

efforts from all three boards, as well as the Senate, to educate the campus community on the impact that words have in our daily lives, in legislation, and in our interactions with those of differing backgrounds; possible action to take place.

**f. Report on Campus Safety**

The Senate shall discuss and review a report from the Campus Safety Department on various data regarding the security of students and staff at CSM; no action to take place.

**g. Study of CSM Educational Master Plan**

The Senate shall discuss and review information pertaining the school's Educational Master Plan, which covers a number of measurable goals the campus hopes to achieve within a certain period; no action to take place.

**VIII. Future Agenda Items**

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

**IX. 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.

**X. Adjournment**



Associated Students of College of San Mateo

## Student Senate Minutes (Unapproved)

Monday, February 12, 2018, 2:15 p.m.

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

### CALL TO ORDER

The meeting was called to order at 2:15 p.m.

### ROLL CALL

Members Present: President Colby Riley; Vice President Katrina Relos; Vice Chair Spencer (Sitt) Paing; Secretary Jordan Chavez; Senators Jose Barajas, Mondana Bathai, Fatima Briones, Max Gaines, Natalia Gomez Torres, Andreas Langenbacher, Yimin Li, Aaron Meneses, April (Youn) Thu, & Gabriela Topete Eng Goon.

Members Absent: Senators Claire (Linfang) Liu, Farid Qobti, & Mandy (Yaxuan) Wang.

Advisors Present: Aaron Schaefer, Student Life and Leadership Assistant; 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 Senator Bathai. Hearing no objections, the motion carried.

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

Motion to approve the minutes of the Monday, February 5, 2018 meeting by Senator Bathai; seconded by Senator Briones. Hearing no objections, the motion carried.

### ANNOUNCEMENTS AND HEARING OF THE PUBLIC

None.

### REPORTS

President Riley thanked everyone for their hard work during the beginning of the semester; he also encouraged members of the Senate to support Umoja's Black History Month events. Mr. Riley recalled a very poignant film that was screened for the event, and hoped that others would be able to attend other similar events during the month.

Vice Chair Paing reported that the Writers' Project was postponing submissions for a while; the new deadline for submissions is March 16<sup>th</sup>. Anyone interested in submitting their creative work was encouraged to do so. Mr. Paing told the Senate that the Inter Club Council had elected Cami del Rio from Psychology Club as their Vice Chair, and also reminded Senators that Club Fair would take place that week; the Spring 2018 Club Fair would be held from 10:00 a.m. to 2:00 p.m. on Wednesday, February 14<sup>th</sup>, and Thursday, February 15<sup>th</sup>. The deadline for clubs to register to partake in the event would be Tuesday, February 13<sup>th</sup>.

Secretary Chavez announced that filing for CSM Student Trustee Nominee candidates had begun; election packets for anyone who interested in running needed to be picked up at the Center for Student Life. Mr. Chavez reported that the Sustainability Committee would hold their meetings on the second and last Wednesdays of each month, from 2:00 p.m. to 3:00 p.m. in City View Conference Room. He also reported that Botany Club had started to meet, and that the club was doing research on various native plants that could be grown on campus. Lastly, Mr. Chavez reminded Senators that both Friday, February 16<sup>th</sup>, and Monday, February 19<sup>th</sup>, were holidays, so class would not be in session; thus, there would be no Senate meeting the following week.

Senator Briones promoted the International Student Office's upcoming annual photo contest in March; she requested that individuals join if they were interested, and help spread word about the contest to others.

Student Life and Leadership Manager Schaefer indicated that, because of the four-day weekend, the next Senate meeting would take place in two weeks, on February 26<sup>th</sup>; he emphasized that attendance was particularly important at the next meeting. A report on the recent study on campus safety will be brought to the Senate.

## **APPOINTMENTS**

President Riley made the following appointments:

Simon Ring to Advocacy Board

Motion to approve the appointments by Senator Briones; seconded by Senator Langenbacher. Hearing no objections, the motion carried.

## **LEGISLATIVE BILLS**

On behalf of the Advocacy Board, Senator Topete Eng Goon presented the following legislative bill and recommendation:

- **H.R. 4585 — Save Net Neutrality Act of 2017**

The purpose of this bill is to repeal the Federal Communications Commission's recent decision to revoke net neutrality. This will uphold the protection of equal internet access and prevent internet service providers from charging extra fees to promote certain websites over others. The Advocacy Board agreed that this bill would help enable a free and open internet that is necessary for information, academics, and other aspects that involve the lives of students.

Recommendation from Advocacy Board: Support

Motion to support H.R. 4585, Save Net Neutrality Act of 2017, by Vice Chair Paing; seconded by Senator Thu. By a vote of 11 in favor, 0 opposed, and 0 abstaining, the motion carried.

## **FUNDING FOR SPRING 2018 WORLD GALA EVENT BY INTERNATIONAL EDUCATION PROGRAM**

For the past few years, the International Education Program has put on the popular World Gala during the spring semester, showcasing the diversity and uniqueness of cultures on campus. The event also highlights a number of international issues that the community may not be aware of, and exhibits a variety of performances, foods, and other activities originating from different backgrounds. The World Gala, which will be held in Building 10 on the evening of Friday, April 27<sup>th</sup>, 2018, will be free for CSM students and \$10.00 for others; food at the event will be free for those who bring their student ID's.

Due to last year's drastic increase in attendance at the World Gala, it is expected that more individuals will come to the event this April. Because of this, the International Education Office has requested more funds to cover catering, decorations, supplies, and a number of other activities.

A total of \$4,800.00 from the 5032 College Program Assistance Account was proposed to fund the event.

Motion to approve \$4,800.00 to fund the International Education Program's World Gala event by Senator Meneses; seconded by Senator Barajas. By a vote of 11 in favor, 0 opposed, and 0 abstaining, the motion carried.

## **FUNDING FOR ARCHITECTURE CLUB SUPPORT FUNDS**

Due to the absence of a representative from Architecture Club, this item was tabled for a future ASCSM Senate meeting.

## **FUNDING FOR WORLD CHAT DAYS BY GLOBAL EXPLORERS CLUB**

This semester, the Global Explorers Club will be sponsoring several World Chat events on February 28<sup>th</sup>, March 7<sup>th</sup>, and

March 14<sup>th</sup>, from 2:00 p.m. to 2:30 p.m; these World Chat Days will be, respectively, on Malay, Korean, and Portuguese languages and cultures. Each day, the Global Explorers club will provide different snacks from each country for attendees and presenters.

A total of \$400.00 from the 5031 Club Assistance Account was proposed to cover catering and utensils for the Global Explorers Club's World Chat Days.

Motion to approve \$400.00 to fund the purchase of utensils and food for Global Explorers Club's World Chat events by Senator Bathai; seconded by Senator Barajas. By a vote of 11 in favor, 0 opposed, and 0 abstaining, the motion carried.

### **FUNDING FOR ASCSM FEMINISM WEEK**

From March 13<sup>th</sup> to March 15<sup>th</sup>, the ASCSM Cultural Awareness Board will be putting on a Feminism Week, highlighting various issues of women's rights. One of the goals of this three-day event will be to promote the Cultural Awareness Board for potential members. Tuesday will focus on education of different aspects of sex and sexuality, Wednesday, a Janaya Khan, a founder of the Black Lives Matter movement in Canada, will come to speak on campus along with hopefully other female speakers in different professional areas, and on Thursday, the focus will be on transgender awareness. Various educational opportunities, tables, and food will be served throughout the event.

A total of \$16,200.00 to cover food, speaker(s), and other supplies for Feminism Week was proposed to be taken out of the 5050 Ethnic and Cultural Affairs Account.

Motion to approve \$16,200.00 to fund ASCSM's Feminism Week by Senator Gaines; seconded by Senator Meneses. By a vote of 11 in favor, 0 opposed, and 0 abstaining, the motion carried.

### **COLLEGE MISSION, VISION, AND VALUES STATEMENT(S)**

A draft of the college's mission statement, along with statements of its values and visions was presented to the Senate for discussion and approval. A new mission statement for the college was drafted to better emulate the college's current state, rather than simply covering the requirements of accreditation and other slightly vague goals; the new statement also aimed to be more aspirational. Along with the updated mission statement of the college, a draft of various visions and values were also presented to the Senate. To better capture the scope of the mission statement, four of the college's visions and values (equity, academics, community, and governance) were explained in an accompanying statement. Each of these ideals were included to give more context to the mission statement.

After reviewing both documents, the Senate approved the college's updated mission, vision, and values statements by a vote of 10 in favor, 0 opposed, and 0 abstaining.

### **CAMPUS SYLLABUS STATEMENT ON EQUITY**

A statement on equity to be included on class syllabi was explained by President Riley. To illustrate the importance of equity to students, and to demonstrate that they would not be discriminated against, or denied equal access to resources they needed for success, a statement presented by faculty to their classes may be presented in each syllabus. Mr. Riley indicated, however, that after presenting a draft of the statement to administration and faculty, it was met with quite a bit of contention. Many faculty members felt that the statement threatened their freedom to educate in ways they saw fit and challenged it.

Members of the Senate agreed about its importance to the wellbeing of students, not just as a statement, but as a promise of giving students equal opportunity and tools to excel. Advisors Schaefer and Hamadeh noted that, for the college as a whole, the retention rate was 72%; when accounting for people of color, that rate was reduced to 30%, thus highlighting the difference in success. This statement will address ways to bridge that gap, and hopefully list resources that students may turn to when they feel that their teachers fail to provide equitable environments in the classroom.

Aside from helping faculty members understand the imperativeness of this statement, another suggestion was to make it more concise.

## **EXPANSION OF ASCSM OUTREACH AND ACCOUNTABILITY**

President Riley noted that, this year, overall participation from the Senate has not met expectations. To ameliorate this issue, the possibility of setting a requirement to table, recruit, and promote for ASCSM was discussed. The option of having Senate office hours was also brought up, as well. Another crucial issue that was brought up included the scarce committee reports from members of the Senate. Advisor Schaefer emphasized the importance of attending and reporting on participatory governance committee meetings as required by their Senator roles.

Should any issues arise that prevent members from tending to their duties as Senators, including volunteering for events or attending committee meetings, such issues needed to be communicated to President Riley, Vice President Relos, or either advisor.

## **FUNDING FOR ALLAN R. BROWN AWARD**

The Allan R. Brown Award is a scholarship that recognizes six students who have demonstrated exemplary leadership and involvement on campus and off campus. Nominations may be made by any member of the campus community and will be reviewed by a committee; the selected candidates will be recognized at CSM's Scholarship Awards Convocation this May. Each awardee will receive a grant up to \$500.00 each.

A total of \$3,000.00 to fund the Allan R. Brown Award for six recipients was proposed to be taken out of the 5010 Awards and Scholarships Account.

Motion to approve \$3,000.00 to fund the Allan R. Brown Award by Senator Meneses; seconded by Senator Bathai. By a vote of 11 in favor, 0 opposed, and 0 abstaining, the motion carried.

## **FUTURE AGENDA ITEMS**

- Funding for Southern California University Tour by Transfer Club
- Funding for Stanford University Clinical Anatomy Lab Tour by Medical Scholars Club
- Funding for Robotics Supplies by Robotics Club
- Funding for *Labyrinth* Reception by the Writers' Project
- Funding for ASCSM Power of Words Event
- Report on Campus Safety
- Study of CSM Educational Master Plan

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

Senator Bathai reminded members to RSVP for the upcoming Board Mixer on March 8<sup>th</sup>, at Gyu Kaku in San Mateo.

President Riley told members to forward names of potential Finance Directors to him.

## **ADJOURNMENT**

Motion to adjourn the meeting at 3:13 p.m. by Senator Gaines; seconded by Senator Thu. Hearing no objections, the motion carried.

Submitted by,  
Jordan Chavez  
ASCSM Secretary



# 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 ICC: Wednesday, February 21, 2018 / Senate: Monday, February 26, 2018

Title of Proposal Southern California University Tour

Being Proposed by Transfer Club Lead Coordinator Cici Xue

Event Date(s) if applicable March 26 – 27, 2018

Forwarded to the Student Senate by:

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

ASCSM Account Number/Name 5031 Club Assistance/ICC

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 allow students an opportunity to visit each of the University that they are interested in, ask questions and explore the campuses and talk to admission reps and current students that attending the school. There will be five chaperones. Time: March 26th and 27th, 2018. Location: UCLA, USC, UCSB and CUS Long beach.

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>Hotel expenses</u>	<u>\$3,000.00</u>
2. _____	_____
3. _____	_____
4. _____	_____
<b>Total Costs</b>	<b><u>\$3,000.00</u></b>

**For ASCSM Secretary Use Only**

Motion by \_\_\_\_\_ Second by \_\_\_\_\_

Result of Vote    In Favor \_\_\_\_\_    Opposed \_\_\_\_\_    Abstained \_\_\_\_\_    Passed \_\_\_\_\_    Failed \_\_\_\_\_



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For the meeting of ICC: Wednesday, February 21, 2018 / Senate: Monday, February 26, 2018

Title of Proposal Stanford University Clinical Anatomy Lab Tour

Being Proposed by Medical Scholars Lead Coordinator Danielle Rataczak

Event Date(s) if applicable TBD

Forwarded to the Student Senate by:

- Executive Cabinet  
  Advocacy  
  Cultural Awareness  
  Programming  
  ICC  
  Other

ASCSM Account Number/Name 5031 Club Assistance/ICC

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.

The Medical Scholars Club of CSM propose a trip to Stanford University's Clinical Anatomy Lab. The tour takes 1.5 hours. There will be no transportation services to or from the event so the participating students need to arrange their own transportation.

The lab tour will consist of touring their Research and Development area, their Anatomage Dissection Table, and their spectacular specimens of which include human cadavers. Not only is this an incredible opportunity for students who want to go into the fields of medicine or health care, but those who do not plan pursuing this career have the opportunity see Stanford's new technology but and a real human cadaver. Seeing a cadaver in-person for the first time an eye-opening experience that not many people have the privilege to. Students will also have the option to touch the specimens while wearing lab gloves.

The Medical Scholars Club is requesting \$1,000 for 20 CSM students to see the lab as it is \$50 per person. The trip will be free to CSM students age 15 and older(due to the cadaver viewing) and spots will be reserved on a first-come-first-served basis. Professor Theresa Martin, our club advisor, will be accompanying us at the event.

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>20 CSM Students' access to Stanford's Anatomy Lab (at \$50 per student)</u>	<u>\$1,000.00</u>
2. _____	_____
3. _____	_____
4. _____	_____
<b>Total Costs</b>	<b><u>\$1,000.00</u></b>

**For ASCSM Secretary Use Only**

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





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For the meeting of ICC: Wednesday, February 21, 2018 / Senate: Monday, February 26, 2018

Title of Proposal Robotics Club Supplies

Being Proposed by CSM Robotics Club Lead Coordinator Thomas Ragsac

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 5031 Club Assistance/ICC

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.

The CSM Robotics Club is requesting funds from ICC and ASCSM. This proposal has mainly 3 parts.

Last semester we ordered drone kits, and our club is building them. We need a radio controller in order to control the drone, and we did not include it in the proposal the last semester. The 600 dollars listed is to purchase two radio controllers.

Our club is also lacking tools for our club. If possible, we would like money for tools. Tools like wrenches, screwdrivers, controllable soldering irons, etc. The club will also need money for circuit components, mechanical parts, etc.

Lastly, the 3D printer in the ISC has broken down. We need funding to replace the part, as the printer is often used by students in the ISC.

We hope you consider our proposal.

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>Radio Controllers for Drones</u>	<u>\$600.00</u>
2. <u>Robotics Supplies (Tools, components, etc.)</u>	<u>\$400.00</u>
3. <u>3D Printer Replacement Parts</u>	<u>\$200.00</u>
4. _____	_____
<b>Total Costs</b>	<b><u>\$1,200.00</u></b>

**For ASCSM Secretary Use Only**

Motion by \_\_\_\_\_ Second by \_\_\_\_\_

Result of Vote   In Favor \_\_\_\_\_   Opposed \_\_\_\_\_   Abstained \_\_\_\_\_   Passed \_\_\_\_\_   Failed \_\_\_\_\_



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**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 ICC: Wednesday, February 21, 2018 / Senate: Monday, February 26, 2018

Title of Proposal Funding for Labyrinth Reception

Being Proposed by Writers' Project Lead Coordinator Gabriela Topete Eng Goon

Event Date(s) if applicable March 22, 2018

Forwarded to the Student Senate by:

- Executive Cabinet  
  Advocacy  
  Cultural Awareness  
  Programming  
  ICC  
  Other

ASCSM Account Number/Name 5031 Club Assistance/ICC

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.

The Writers' Project will be hosting a reception to celebrate their recent national honors award, second place for best newsletter.

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>Printing</u>	<u>\$300.00</u>
2. <u>Facilities</u>	<u>\$800.00</u>
3. <u>Food</u>	<u>\$400.00</u>
4. _____	_____
<b>Total Costs</b>	<b>\$1,500.00</b>

**For ASCSM Secretary Use Only**

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