



Associated Students of College of San Mateo

## Student Senate Regular Meeting Agenda

Monday, October 22, 2018, 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	Mondana Bathai
ii. Vice President	Georgia Giari
iii. Finance Director	Gaby Topete Eng Goon
iv. Vice Chair	Spencer (Sitt) Paing
v. 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 of 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 Bathai

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 Young

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.

#### c. Debrief of ASCSM Events

The Senate shall discuss and review any recent ASCSM events; no action to take place.

## **VIII. New Business: Action, Discussion, and Information Items**

### **a. Funding for Astronomy Club Banner**

The Senate shall discuss and consider funding the purchase of a vinyl banner for promotion of CSM's Astronomy Club; possible action to take place.

### **b. Funding for Robotics Club Equipment**

The Senate shall discuss and consider funding the purchase of new equipment for Robotics Club; possible action to take place.

### **c. Funding for Mental Health Fair Material by Active Minds Club**

The Senate shall discuss and consider funding the purchase of various materials for Active Minds Club's tables at the upcoming Mental Health Fair; possible action to take place.

### **d. Funding for Art Workshop by EOPS Club**

The Senate shall discuss and consider funding an art workshop for students that will be put on by EOPS Club; possible action to take place.

### **e. Funding for Dia de los Muertos Event by Puente Latinx Club**

The Senate shall discuss and consider funding the Puente Latinx Club's celebration of Dia de los Muertos; possible action to take place.

### **f. Funding for Open Mic Night by Creative Writing Club**

The Senate shall discuss and consider funding Creative Writing Club's open mic event for students to share their creative work; possible action to take place.

### **g. Funding for Movie Night by Cultural Awareness Board**

The Senate shall discuss and consider funding the Cultural Awareness Board's screening of *Freedom Riders* on October 24<sup>th</sup>; possible action to take place.

### **h. Confirmation of ASCSM Finance Director Position**

The Senate shall discuss and potentially confirm the new appointment for ASCSM Finance Director; possible action to take place.

### **i. ASCSM Budget Update**

The Senate shall discuss and review the current status of ASCSM's budget for the 2018-19 academic year; no action to take place.

### **j. ASCSM End-of-the-Year Scholarships**

The Senate shall discuss and review the terms of earning their allotted scholarships at the end of the year; no action to take place.

### **k. ASCSM Goals 2018-19**

The Senate shall discuss and approve ASCSM's revised goals and action steps for this academic year; possible 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, October 15, 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 Mondana Bathai; Vice President Georgia Giari (*late arrival*, 2:31); Finance Director Gaby Topete Eng Goon; Vice Chair Spencer (Sitt) Paing; Secretary Jordan Chavez; Senators Jose Barajas, John Burrigh, Max Gaines, Nuri Illini, Dorian King, Stephen Langi, Dinda Miqailla, Enya Nava, Joseph Park, Ashley Perrilliat, Szymon Ryng, April (Youn) Thu, Vitor Viana & Andrew Young.

Members Absent: Senator Rosemarie Taylor.

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 Burrigh; seconded by Senator Gaines. Hearing no objections, the motion carried.

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

Motion to approve the minutes of the Monday, October 8, 2018 meeting by Senator Park; seconded by Senator Perrilliat. Hearing no objections, the motion carried.

### ANNOUNCEMENTS AND HEARING OF THE PUBLIC

None.

### REPORTS

President Bathai thanked everyone for coming down to the Child Development Center to spend time with the children there. She recalled her attendance of the recent Academic Senate meeting, stating that a new Ethnic Studies requirement would potentially put in place; the opportunity to earn an Ethnic Studies degree was also brought up. Students may fulfill the Ethnic Studies requirement by “double-dipping” on Associate’s degree requirements. Ms. Bathai announced that the Disability Resource Center would be holding an open house that week from 12:00 p.m. to 2:00 p.m.

Finance Director Topete Eng Goon told the Senate that district policies regarding how the police get involved with 5150 holds on campus would be discussed. This issue arose from an incident that upset students, faculty, and administration due to poor handling of the situation by an SMPD officer.

Senator Thu announced that the Grab & Go Event would be moved from Tuesday, October 16<sup>th</sup>, to Wednesday, October 17<sup>th</sup>. She requested that members sign up again for times they would be able to volunteer during.

Senator Ryng reported that College/District Auxiliary Services Committee discussed the success of the Grab & Go program; he indicated that, even with little initial promotion, hundreds of meals had been given out. Mr. Ryng also stated that the campus would continue working on providing more accessible textbooks for students, noting that not many students were purchasing physical copies. He told the Senate that Beyond Burger had grown popular during the semester, and that it would potentially be subsidized due to its success and eco-friendliness.

Senator Young reminded the Senate that the Advocacy Board would be holding a voter registration drive on Tuesday, October 16<sup>th</sup>, and Wednesday, October 17<sup>th</sup>. Pizza would be handing out during the event.

Student Life and Leadership Manager Schaefer remarked that there would be a lot going on that week; he encouraged Senators to support each other and volunteer at these events. He also reiterated Senator Ryng's report, noting how successful the Grab & Go program had been during its early stages; Mr. Schaefer encouraged the Senate to continue promoting the program. He indicated that on-campus cafés would also work towards providing more affordable meals for students.

Student Life and Leadership Assistant Hamadeh reported that clubs were required to have their Presidents and Treasurers attend a Club Officer Workshop; several more dates were added for clubs to fulfill this requirement. Mr. Hamadeh also announced that the Multicultural/Dream Center was holding its undocumented student week, and that Family Science Day would take place on Saturday, October 20<sup>th</sup>.

## **APPOINTMENTS**

President Bathai made the following appointments:

- Jeffrey Gunawan to Cultural Awareness Board  
Motion to approve the appointment by Senator Ryng; seconded by Senator Langi. Hearing no objections, the motion carried.

## **LEGISLATIVE BILLS**

None.

## **FUNDING FOR DASHAIN EVENT**

The Nepalese Student Association planned on holding an event in celebration of Dashain, a 10-day long festival in Nepal. This event will be held on October 24<sup>th</sup>, from 4:00 p.m. to 6:30 p.m. in the College Heights Conference Room. Food, decorations, and student performances will be included in this celebration open to the campus community.

Motion to approve \$900.00 from the 5031 Club Assistance/ICC Account to fund the Nepalese Student Association's Dashain Event by Senator Thu; seconded by Senator King. By a vote of 15 in favor, 0 opposed, and 0 abstaining, the motion carried.

## **UPDATE ON SPARKPOINT**

Nicole Salviejo from SparkPoint provided the Senate with information on the program's on-campus services. Ms. Salviejo stated that the program was brought to CSM in response to the overwhelming student housing and food insecurity. SparkPoint offers students (and folks from the San Mateo area) with resources on financial literacy, including information on banking, insurance, and the food pantry, to name a few. The grand opening of the SparkPoint program will be held on November 14<sup>th</sup> in the Bayview Dining Room. Volunteers are needed to staff this event; this includes tour guides who must attend a mandatory training. This event will include tables sponsoring external partner programs; later on, the event will also take place around Building 1, where SparkPoint's offices are located. At this time, informational tables on on-campus resources will be set up.

## **FUNDING FOR WORLD VILLAGE EVENT**

The International Education Program planned on holding its fourth annual World Village Event on November 5<sup>th</sup>, 2018. This event will be held on the second floor of Building 10 and will be open to the whole campus community. The World Village Event will cover four different aspects: World Talk, World View, World Taste, and World Do. Performances, speeches, panels, and other activities by students and staff will take place during the event. Music, decorations, and cuisine from different cultures will also be provided throughout the event.

Motion to approve \$2,900.00 from the 5050 Ethnic and Cultural Affairs Account by Senator Langi; seconded by Senator Gaines. By a vote of 15 in favor, 0 opposed, and 0 abstaining, the motion carried.

## **REVIEW OF AB 705**

Finance Director Topete Eng Goon briefly summarized the California bill, AB 705, which would require community colleges to cut remedial/basic skills classes in hopes of helping students advance to transfer-level courses.

Professor Daniel Keller indicated that the English Department would be getting rid of placement tests, basing the course level on high school performance. The Department would eliminate ESL 828 and may keep ESL 838; it would also utilize ENGL 100 as practice for transfer-level English for returning students. Additional support will be provided for students taking ENGL 105, which is two units more than ENGL 100.

Professor Christopher Walker of the Math Department told the Senate that MATH 811 and MATH 110 would both be cut, replaced by just-in-time support classes or students in intermediate or pre-statistics classes. All students would be placed in at least intermediate algebra; extra support will be provided, including extra time in classes, more time with instructors, and hired student tutors for each class. Mr. Walker indicated that, while some students may be further behind than others, most did not need to relearn material. The Department is focused on getting students to transfer-level courses in one semester, rather than two or three. He noted that, other schools have found success in implementing this new kind of curriculum; Mr. Walker told the Senate that these advanced courses helped improve the equity gap among students, especially those who were first generation college students. Classes with extra support provided will have one or two units added onto the course.

More details will be shared out with the public through forums in Spring 2019.

## **FUNDING FOR VOTER REGISTRATION EVENT**

On behalf of the Advocacy Board, Senator Young requested funding for pizza from Costco as incentive for students to register to vote. Pizza would be handed out on both days of the event.

Motion to approve \$350.00 from the Student Representation Trust to fund pizza for the Voter Registration Drive Event by Vice Chair Paing; seconded by Senator Ryng. By a vote of 15 in favor, 0 opposed, and 0 abstaining, the motion carried.

## **SUPPORT FOR GET OUT THE VOTE RALLY WITH SAN MATEO COUNTY DEMOCRATS**

The Advocacy Board hoped to hold a civic engagement on Monday, November 5<sup>th</sup>, the day before mid-term elections. Prior to this Senate meeting, the San Mateo County Democrats had approached ASCSM about collaborating to have a speaker on campus. Concerns arose around the partisan nature of this partnership. A number of members expressed worry for not representing all students' perspectives; openly partnering with the San Mateo County Democrats may make students who do not align with the party feel alienated. Senator Young encouraged the Senate to consider the possibility, noting that something positive may come out of encouraging students to vote, regardless of who the partnership was with. Another concern brought up was that the implications of this partnership would cause tension with certain groups.

Motion to support the rally in partnership with San Mateo County Democrats by Vice Chair Paing; seconded by Senator King. By a vote of 3 in favor, 10 opposed, and 2 abstaining, the motion did not carry.

## **FUTURE AGENDA ITEMS**

- Funding for Astronomy Club Banner
- Funding for Robotics Club Equipment
- Funding for Mental Health Fair Material by Active Minds Club
- Funding for Art Workshop by EOPS Club
- Funding for Dia de los Muertos by Puente Latinx Club

- Funding for Open Mic Night by Creative Writing Club
- Funding for Movie Night by Cultural Awareness Board
- Confirmation of ASCSM Finance Director Position
- ASCSM Budget Update
- ASCSM End-of-the-Year Scholarships
- ASCSM Goals 2018-19

**FINAL ANNOUNCEMENTS AND HEARING OF THE PUBLIC**

None.

**ADJOURNMENT**

Motion to adjourn the meeting at 4:06 by Vice Chair Paing; seconded by Senator Perrilliat. Hearing no objections, the motion carried.

Submitted by,

Jordan Chavez  
ASCSM Secretary

## ASCSM Senate Vote Record for Monday, October 15, 2018

	Funding for Nepalese Student Association	Funding for Dashain Event-	Funding for World Village Event	Funding for Voter Registration Event	Support for Get Out the Vote Rally with San Mateo County Democrats							
Jose Barajas	Yes	Yes	Yes	No								
John Burrigh	Yes	Yes	Yes	No								
Max Gaines	Yes	Yes	Yes	No								
Nuri Illini	Yes	Yes	Yes	Abstain								
Dorian King	Yes	Yes	Yes	No								
Stephen Langi	Yes	Yes	Yes	No								
Hadifa Dinda Miqailla	Yes	Yes	Yes	Abstain								
Enya Nava	Yes	Yes	Yes	No								
Spencer (Sitt) Paing	Yes	Yes	Yes	No								
Joseph Park	Yes	Yes	Yes	Yes								
Ashley Perrilliat	Yes	Yes	Yes	No								
Szymon Ryng	Yes	Yes	Yes	No								
Rosemarie Taylor	Absent	Absent	Absent	Absent								
April (Youn) Thu	Yes	Yes	Yes	Yes								
Vitor Viana	Yes	Yes	Yes	No								
Andrew Young	Yes	Yes	Yes	Yes								
Georgia Giari*	n/a	n/a	n/a	n/a								
<i>Vote Count</i>	15-0-0	15-0-0	15-0-0	3-10-2								

\*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.

## **Debrief of ASCSM Events**

There is no printed material related to this item.



# 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, Oct. 17, 2018 / Senate: Monday, Oct. 22, 2018**

Title of Proposal **Banner for Astronomy club**

Being Proposed by **Astronomy Club** Lead Coordinator **Katie Toman**

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.

To purchase a vinyl banner that prominently displays the words "Astronomy Club" and "College of San Mateo" (exact wording and artwork to be submitted at a later date). This banner would be displayed for any event where we'd like to promote the astronomy club.

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. Vinyl Banner from FASTSIGNS	\$200.00
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
<b>Total Costs</b>	<b>\$200.00</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, Oct. 17, 2018 / Senate: Monday, Oct. 22, 2018**

Title of Proposal **Equipment for Robotics Club**

Being Proposed by **Robotics Club** Lead Coordinator **Xiaolu Zheng**

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 robotics club is lack of hardware supply. For example, soldering iron, screw driver, allen key. Also, lots of members in our club would like to work on radio control drones. We would like to get some micro indoor safe flying drone kits.

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>Soldering iron and supply</u>	<u>\$200.00</u>
2. <u>Radio controllers and drone kits</u>	<u>\$800.00</u>
3. <u>Arduino kits</u>	<u>\$200.00</u>
4. <u>Robot kits</u>	<u>\$300.00</u>
5. _____	
<b>Total Costs</b>	<b><u>\$1,500.00</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, Oct. 17, 2018 / Senate: Monday, Oct. 22, 2018

Title of Proposal Supplies for Mental Health Fair

Being Proposed by Active Minds Lead Coordinator Victorianna Tran

Event Date(s) if applicable Oct. 31, 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 Mental Health Fair will be done in collaboration with the Health Fair being held on Wed, Oct 31 from 10am-2pm in Building 10. The tables will be run and put together by CSM's Mental Health Peer Educators. We will have 3 tables at the event covering different topics: (1) LGBTQ+, (2) Relationships, and (3) Body Positivity. The activities at the LGBTQ+ table include painting pumpkins rainbow colors, LGBTQ+ terminology cards, and a "Rites of Passage" exercise. The Relationships table will have a board with different kinds of relationships on them (romantic, sibling, friendship) and people can write on post-it notes of what is a healthy or unhealthy relationship then place it within these categories. They will also have people write on post-its about what makes a relationship grow then stick it on a tree. The Body Positivity table will be putting together a photobooth with props and a cardboard cutout frame. They will also have an inflatable person which they will wrap in bandages (to look like a mummy for halloween) and have people write on them what their favorite part of their body is. The estimated cost for us to put these activities together is \$202.00.

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>Construction paper, table tree, lamination</u>	<u>\$28.00</u>
2. <u>Backdrop, white bandages, inflatable person</u>	<u>\$55.00</u>
3. <u>Assorted paints and brushes</u>	<u>\$43.00</u>
4. <u>Mini pumpkins</u>	<u>\$25.00</u>
5. <u>Multiple cardboard boards</u>	<u>\$51.00</u>
<b>Total Costs</b>	<b><u>\$202.00</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, Oct. 17, 2018 / Senate: Monday, Oct. 22, 2018

Title of Proposal Funding for Art Workshop

Being Proposed by EOPS Club Lead Coordinator Ismael Gillepsie Texidor

Event Date(s) if applicable November 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 EOPS Club would like to address the some of the stress faced by low income and hyper-marginalized students on this campus. We are hoping to be able to provide students with two workshops (one to fall during November while students are filling out transfer applications and the other during finals) which would allow them some time to use art as a creative outlet. We are partnering with EOPS the program which has already purchased most of the art supplies (canvases, easels, paint, etc). So our request will be for the remaining art supplies and the cost of the facilitator. We already inquired with art faculty on campus but they are unavailable because of their hectic schedules. We are hoping the artist that we partner with, will be able to instruct the students in an hour-long workshop of a quick painting technique that they could recreate to de-stress when needed.

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>Canvases</u>	<u>\$75.00</u>
2. <u>Paint</u>	<u>\$60.00</u>
3. <u>Brushes</u>	<u>\$40.00</u>
4. <u>Facilitator fee</u>	<u>\$400.00</u>
5. _____	_____
<b>Total Costs</b>	<b><u>\$575.00</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, Oct. 17, 2018 / Senate: Monday, Oct. 22, 2018  
 Title of Proposal Funding for Dia De Los Muertos Event  
 Being Proposed by Puente Latinx Club <sup>Lead</sup> Martin Ulloa <sub>Coordinator</sub>  
 Event Date(s) if applicable November 1, 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.

An informative event which will educate students on Latin American Culture. We will be introducing the students to traditional foods and drinks, as well as ensuring solidarity with other clubs with their participation and personal altars.

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>Gio Tag</u>	<u>\$10.00</u>
2. <u>Tamales</u>	<u>\$900.00</u>
3. <u>Performers – Aztec Dancers and Singers</u>	<u>\$870.00</u>
4. <u>Decorations – Papel Picado, Artifacts, Skulls, Mazetas (flowers)</u>	<u>\$200.00</u>
5. <u>Napkins/Spoons/Plates/Cups</u>	<u>\$20.00</u>
<b>Total Costs</b>	<b><u>\$2,000.00</u></b>

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 ICC: Wednesday, Oct. 17, 2018 / Senate: Monday, Oct. 22, 2018

Title of Proposal Funding for Open Mic Night

Being Proposed by Creative Writing Club Lead Coordinator Aida Leonardo

Event Date(s) if applicable Oct. 29, 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.

Creative Writing Club is planning to host an Open Mic to give CSM students an opportunity to perform their writing in an accepting and inviting environment. The event will run from 6.30 pm to 9pm. We need money for the food and drinks we will provide, and the cost of equipment and facilities service. As demonstrated by our previous Open Mic, we expect around 50 people to come.

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>Food and beverages</u>	<u>\$200.00</u>
2. <u>Facilities (Podium, speakers, service)</u>	<u>\$500.00</u>
3. _____	_____
4. _____	_____
5. _____	_____
<b>Total Costs</b>	<b><u>\$700.00</u></b>

For ASCSM Secretary Use Only

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





# Funding Proposal

For the meeting of Monday, October 22, 2018

Title of Proposal Funding for Movie Night

Being Proposed by Cultural Awareness Board Lead Coordinator Rosemarie Tayler

Event Date(s) Wednesday, October 24, 2018

Forwarded to the Student Senate by:

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

ASCSM Account **5050 Ethnic and Cultural Affairs**

### DESCRIPTION

The Cultural Awareness Board would like to host a movie night in 10-195 showing Freedom Writers. The event will be from 5-7PM and the board wishes to have pizza and drinks to give to students who come and participate.

Item Description	Cost
1. <u>Costco Pizza</u>	<u>\$120.00</u>
2. <u>Drinks</u>	<u>\$100.00</u>
3. <u>Movie – Freedom Writers</u>	<u>\$4.00</u>
4. _____	_____
5. _____	_____
<b>Total Costs</b>	<b><u>\$224.00</u></b>

For ASCSM Secretary Use Only

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

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

**Confirmation of ASCSM Finance Director Position**

There is no printed material related to this item.

**ASCSM Budget Update**  
**Monday, October 22, 2018**

<b>Income</b>			
<b>Account #</b>	<b>Description</b>	<b>Stage 1.0</b>	<b>Balance 10/22/18</b>
4020	ATM	\$ 1,000.00	
4070	Space Rental - Vendor	\$ 1,250.00	
4080	Student Body Fee/Card	\$ 200,000.00	
	Transfers from Reserves	\$ 25,000.00	
	<b>Total Estimated Income</b>	<b>\$ 227,250.00</b>	

<b>Expenses</b>			
<b>Account #</b>	<b>Description</b>	<b>Stage 1.0</b>	
<b>Non-Discretionary</b>			
5140	Office Supplies	\$ 5,000.00	
5145	Operation	\$ 5,000.00	
5182	Student Activity Card	\$ 2,500.00	
5183	Student Assistant - Salary	\$ 30,000.00	
5184	Student Assistant - Benefits		
<b>Discretionary</b>			
5010	Awards & Scholarships	\$ 3,000.00	\$ 3,000.00
5030	Ceremonies	\$ 2,500.00	\$ 2,500.00
5031	Club Assistance/ICC	\$ 30,000.00	\$ 24,940.00
5032	College Program Assistance	\$ 10,000.00	\$ 2,900.00
5033	Conference	\$ 30,000.00	\$ 26,000.00
5050	Ethnic and Cultural Affairs	\$ 15,000.00	\$ 9,700.00
5080	Hospitality	\$ 3,000.00	\$ 3,000.00
5147	Printing	\$ 2,750.00	\$ 2,750.00
5150	Programs	\$ 40,000.00	\$ 13,080.78
5151	Publicity	\$ 35,000.00	\$ 16,753.51
5171	Repair & Maintenance	\$ 1,500.00	\$ 1,500.00
5181	Furniture, Fixtures & Equipment	\$ 12,000.00	\$ 6,688.81
	<b>Total Estimated Expenses</b>	<b>\$ 227,250.00</b>	<b>\$ 112,813.10</b>
	<b>Total Estimated Discretionary Budget Balance</b>		<b>\$ 114,436.90</b>

Account #	Description	Date	Stage 1.0	Allocated	Spent	Account Balance
5150	Programs			\$ 40,000.00		
	Funding for ASCSM Summer Event	06/25/2018		\$ 650.00	\$ 198.00	\$ 39,802.00
	Funding for Welcome Week Fall 2018	07/23/2018		\$ 10,000.00	\$ 7,221.22	\$ 32,580.78
	Additional Funding for Fall Welcome Week 2018	08/27/2018		\$ 3,000.00	\$ -	\$ 32,580.78
	Funding for Ice Cream Social Event	10/01/2018		\$ 2,700.00		\$ 29,880.78
	Funding for Grab n Go Event	10/01/2018		\$ 800.00		\$ 29,080.78
	Funding for Halloween Event	10/08/2018		\$ 16,000.00		\$ 13,080.78
5151	Publicity			\$ 35,000.00		
	Funding for ASCSM Promotional Items for Welcome Day	07/09/2018		\$ 3,500.00	\$ 3,905.83	\$ 31,094.17
	Funding for ASCSM Promotional Items for Welcome Week Fall 2018	07/09/2018		\$ 15,000.00	\$ 12,140.89	\$ 18,953.28
	Funding for Student Planners	07/09/2018		\$ 7,500.00	\$ -	\$ 18,953.28
	Funding for ASCSM Apparel	07/09/2018		\$ 6,000.00	\$ 2,199.77	\$ 16,753.51
5181	Furniture, Fixtures & Equipment			\$ 12,000.00		
	Funding for Replacement Computers for ASCSM Office	07/09/2018		\$ 10,000.00	\$ 5,311.19	\$ 6,688.81
5032	College Program Assistance			\$ 10,000.00		
	Funding for Discount Grab-n-Go Pilot Program	08/27/2018		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
	High School Jazz Festival Funding	09/24/2018		\$ 2,100.00	\$ 2,100.00	\$ 2,900.00
5033	Conference			\$ 30,000.00		
	Funding for ASCSM Leadership Retreat Transportation	09/10/2018		\$ 4,000.00	\$ 4,000.00	\$ 26,000.00
5050	Ethnic and Cultural Affairs			\$ 15,000.00		
	HBCU Diversity Project	09/24/2018		\$ 2,400.00	\$ 2,400.00	\$ 12,600.00
	Funding for World Village Event	10/15/2018		\$ 2,900.00	\$ 2,900.00	\$ 9,700.00
5031	Club Assistance/ICC			\$ 30,000.00		
	Family Science Day Botany Exhibits	09/24/2018		\$ 1,100.00		\$ 30,000.00
	Mental Health Awareness Week Finger Paint Funding	09/24/2018		\$ 100.00		\$ 29,900.00
	Moon Festival Celebration	09/24/2018		\$ 800.00		\$ 29,100.00
	Club Fair Funding	09/24/2018		\$ 1,500.00		\$ 27,600.00
	Funding for Submittable	10/08/2018		\$ 1,760.00		\$ 25,840.00
	Funding for Dashain Event	10/15/2018		\$ 900.00		\$ 24,940.00

## **ASCSM End-of-the-Year Scholarships**

There is no printed material related to this item.

## ACSM Goals and Action Steps for 2018-19

Utilize our voices to promote the diversity, equity, and empowerment of all students.

- Consider the perspectives of all groups of students and speak up in committee meetings.
- Focus our events on raising awareness and educating the campus on critical student issues.
- Partner with different resource departments for events.

Ensure effective promotion and execution of ASCSM outreach and events.

- Develop and implement an event checklist.
- Send out a SignUpGenius early.
- Hold strategy meetings before each event.
- Assign shift leaders for each event.
- Create a public relations management team to facilitate social media outreach.
- Talk to our classes and to faculty in different departments.
- Utilize bulletins across the campus and our social media to post promotional materials.

Enhance communication among members of the Senate and the Boards.

- Encourage other Senators to participate in board events.
- Speak up during meetings and be open to different ideas.

Provide greater support and assistance to clubs in planning, executing, and promoting events.

- Hand out an event planning checklist at club officer workshops.
- Encourage clubs to bring a flyer or promotional items when presenting to Senate.
- Encourage other Senators to attend and volunteer at club events.
- Encourage clubs to use the prep room.

Explore and implement ways to enhance Senate cohesion.

- Randomized seating at Senate meetings.
- Hold social outings.
- Encourage Senators to use the Senate Office more often.
- Make an effort to rely on each other for personal academic support.