



## Student Senate Regular Meeting Agenda

Monday, August 6, 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 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 Senate on non-Agenda items.

**VI. Reports**

**a. Officers**

- |                       |                          |
|-----------------------|--------------------------|
| i. President          | Mondana Bathai           |
| ii. Vice President    | Georgia Giari            |
| iii. Finance Director | Gabriela Topete Eng Goon |
| iv. Vice Chair        | Sitt Spencer 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. Advisors**

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

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

**a. Appointments – President 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.

**VIII. New Action, Discussion, and Information Items**

**a. Student Trustee Nominee Election Timeline**

The Senate shall discuss and consider the election timeline to select a nominee for Student Trustee from College of San Mateo. Possible action to take place.

**b. Appointment of Election Commission**

The Senate shall discuss and consider establishing and appointing members to the Election Commission for the Student Trustee Nominee Election. Possible action to take place.

**c. Revision to Inter Club Council Bylaws**

The Senate shall discuss and consider changes to the ICC Bylaws regarding service hours and funding guidelines. Possible action to take place.

**d. Stage 1.0 Budget for 2018-19**

The Senate shall discuss and consider the Stage 1.0 Budget for the 2018-19 academic year. Possible action to take place.

**e. Goals for 2018-19**

The Senate shall discuss and consider adopting goals for the 2018-19 academic year. Possible action to take place.

**f. Welcome Day**

The Senate shall discuss plans for the upcoming Welcome Day event on Thursday, August 9. No action to take place.

**g. Event Planning Workshop**

The Senate shall review and discuss best practices for event planning. 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, July 23, 2018

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

### CALL TO ORDER

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

### ROLL CALL

Members Present: President Mondana Bathai; Vice President Georgia Giari; Finance Director Gabriele Topete Eng Goon; Vice Chair Sitt Spencer Paing; Senators John Burright, Vitor Gabriel de Oliveira Viana, Max Gaines, Dorian King, Enya Nava, Joseph Park, Ashley Perrilliat, Szymon Ryng, Youn April Thu, and Andrew Young.

Members Absent: Secretary Jordan Chavez; 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 Vice Chair Paing; seconded by Senator Young. Hearing no objections, the motion carried.

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

Motion to approve the minutes of the Monday, July 9, 2018, meeting by Senator King; seconded by Senator Perrilliat. Hearing no objections, the motion carried.

### ANNOUNCEMENTS AND HEARING OF THE PUBLIC

None.

### REPORTS

President Bathai reported that she and Vice President Giari had just returned from a District Student Council meeting at which, by a vote of 4 to 2, the Council had taken a vote of no confidence in the Student Trustee-elect. As per District Policy and Procedures, a vote of no confidence means that the Student Trustee-elect has been removed from their position. Therefore, we will be holding a special election early in the fall semester to select a new Student Trustee nominee from CSM.

Student Life and Leadership Manager Schaefer added that there are limits on what can be shared publicly because portions of the DSC meeting were in closed session. Mr. Schaefer explained that the Student Trustee-elect was involved in an ethical violation at Cañada. As mentioned prior, per District Policy and Procedure, a vote of no confidence in the Student Trustee leads to their automatic removal, which is what happened today. Normally under such circumstances, DSC would reconvene and select a new Student Trustee from the remaining nominees from the last election. Unfortunately, neither CSM nor Skyline had a nominee in the last election. Therefore, the position of Student Trustee is currently vacant. The Student Life and Leadership Managers will be working with the District and the A.S. leadership at each college to discuss next steps. As President Bathai mentioned, this will most likely lead to the calling of special elections at each of the colleges to select a new slate of nominees and forward them to DSC. In the meantime, the A.S. presidents will serve as the student representatives to the Board of Trustees. Mr. Schaefer asked that members of the Senate not inquire further with either President Bathai or Vice President Giari as to what took place at the meeting because the proceedings are confidential.

Finance Director Topete Eng Goon stated that a budget proposal would be brought to the Senate at its next meeting after being reviewed by Executive Cabinet.

Student Life and Leadership Manager Schaefer commented that we are approaching the end of the summer and that he hoped everyone is feeling rested and ready to start the fall semester. Mr. Schaefer reported that all promotional items have been ordered and should be arriving next week. To get ahead of the game, Mr. Schaefer and Mr. Hamadeh have advised Executive Cabinet to schedule a few bag stuffing “parties” to prepare the giveaway bags for Welcome Day and Welcome Week. Regarding Welcome Day, the event is coming up on Thursday, Aug. 9. As a reminder, all members of the Senate are expected to participate in the entire event. Mr. Schaefer encourages those members of the Senate with connections to clubs to encourage those groups to participate in Welcome Day as well. Clubs will have the opportunity to earn increased Service Hours for the event. Groups will also be able to table to promote their clubs, though this activity will not count towards Service Hours.

Student Life and Leadership Assistant Hamadeh reported that replacement computers for the ASCSM Office had been ordered and should arrive soon.

### **FUNDING FOR WELCOME WEEK FOR FALL 2018**

Programming Board Chair Thu reported that she is working with President Bathai and Finance Director Topete Eng Goon to begin planning for Welcome Week. So far, the group is planning to have the video game truck back on campus, as well as some standalone video games. The event will take place the week of Aug. 27.

Motion to approve \$10,000.00 from the Programming account (#5150) for the Fall 2018 Welcome Week event by Senator Gaines; seconded by Senator Nava. By a vote of 11 in favor, 0 opposed, and 0 abstaining, the motion carried.

### **SUMMER 2018 EVENT DEBRIEF**

Finance Director Topete Eng Goon stated that she felt the event well for a small summer activity. She reported that she was able to interact with quite a few folks, though it did take some time for people to figure out what was taking place. She did note that many more of the Bay Area Pathways students took advantage of the free giveaways than the college-age students.

Senator Thu commented that a friend made an announcement about the event in their class and that the professor allowed the class time to visit the table. Senator Thu also thought that it was good that all of the It’s-It supply was distributed during the event and that the folks in the cafeteria were very helpful. President Bathai thanked everyone for their work on the event and recognized Senator Thu for her the success of her first event.

Vice Chair Paing noted that it was not clear that ASCSM was sponsoring the event. He stated that there needed to be more of an ASCSM “presence” so that it was clear that the student government was sponsoring the event. Finance Director Topete Eng Goon noted that Vice President Giari was wearing her ASCSM T-shirt, but agreed with Vice Chair Paing’s overall assessment.

Senator Gaines noted that an off-campus group was present in the quad during the event, which may have been confusing. Mr. Hamadeh noted that other groups may be in the quad exercising their free speech rights, but that College groups have priority in the plaza immediately outside College Center. In the future, outside groups should be asked to relocate to another part of the quad if they are in the same area.

### **EVENT PLANNING WORKSHOP**

Due to time constraints, it was requested that this item be tabled until next meeting. Hearing no objections, the item was tabled until the Senate’s next meeting.

## **GOALS BRAINSTORMING SESSION**

To begin developing goals for the upcoming academic year, the Senate held a brainstorming session to discuss what the group would like to work on. The group discussed the following general topics:

- Publicity and advertising, visual and verbal – geo-fencing announcements of events and activities
- Work more with clubs, especially those about diversity and equity, can help amplify cultural events
- Communication – among the Senate, the boards, etc.; internal
- Consistency – participation, office hours, events: Unite Days, regularly scheduled events and activities
- More awareness of student government – what is ASCSM? Educate board members about student government; create organizational ways to funnel students with stamps, etc.
- Better event management – volunteers, resources, promotion, scheduling, organizational, time management
- Social engagement outside of meetings, events, etc.; ASCSM volunteering in the community (bay clean-up, do early in the year and continue to build)
- Provide direct student support (scheduling, resources, etc.); explore alternate methods of delivery; make sure events have an educational component (where logical)
- Peer mentorship; 2nd or 3rd-year students mentor 1st-year students
- School-wide volunteer activities: can food drive for parking tickets
- Hours reporting/tracking, checking-in with each other, presence in the group

The above list will be forwarded to Executive Cabinet for review, discuss, and the formulation of a final list of goals. That list will be brought back to the Senate for review and approval.

## **FUTURE AGENDA ITEMS**

The following items were recommended for the next Senate meeting:

- Stage 1.0 Budget
- Goals Review and Approval
- Event Planning Workshop
- Student Trustee Nominee Election Timeline
- Welcome Day

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

Finance Director Topete Eng Goon reminded members of the Senate to check their email for the upcoming Welcome Day bag stuffing “parties.”

## **ADJOURNMENT**

Motion to adjourn at 3:20 p.m. by Senator Gaines; seconded by Vice Chair Paing. Hearing no objections, the motion carried.

Submitted by,

Fauzi Hamadeh  
Student Life and Leadership Assistant

**Funding for Welcome Week Fall  
2018**

John Burrignt	Yes																			
Victor Gabriel de Oliveira Viana	Yes																			
Max Gaines	Yes																			
Dorian King	Yes																			
Enya Nava	Yes																			
Sitt Paing	Yes																			
Joseph Park	Yes																			
Ashley Perrilliat	Yes																			
Szymon Ryng	Yes																			
Rosemarie Taylor	Absent																			
Youn Thu	Yes																			
Andrew Young	Yes																			
Georgia Glari*	n/a																			
<b>Vote Count</b>	<b>11-0-0</b>																			

## **Appointments**

There is no printed material related to this item.

## **Legislative Bills**

There is no printed material related to this item.



# ASCSM Student Trustee Nominee Special Election Timeline – Fall 2018

**Monday  
Aug. 20, 2018**

## **CANDIDATE FILING PERIOD**

- Candidate eligibility forms and information packets available in the Center for Student Life.
- Petitions for placement on the ballot may begin to be circulated by candidates.
- No campaigning may take place until after the Mandatory Candidates Meeting.

**Thursday  
Aug. 30, 2018  
2:10 pm – 4 pm  
Building 12, Room 211**

## **MANDATORY CANDIDATES MEETING (attendance is mandatory)**

- All candidates must attend this meeting or be subject to disqualification.
- Photos for the Sample Ballot will be taken at this meeting. Photos may also be sent via email to [csmstudentlife@smccd.edu](mailto:csmstudentlife@smccd.edu).
- Signed petitions are due at this meeting. (Signatures will be checked against College records. Make sure that all signatures are from currently enrolled students.)
- Candidates' 150-word statements must be sent via email no later than 4:30 pm to the Center for Student Life at [csmstudentlife@smccd.edu](mailto:csmstudentlife@smccd.edu).
- Review of the election process, including the election, campaigning, and posting rules.
- Discuss plans for open forum(s), debate(s) or other campaign activities.

**Tuesday  
Sept. 4, 2018  
8 am**

## **CAMPAIGNING BEGINS**

- Eligible candidates may not campaign prior to this date/time.
- Any campaigning prior to this day/time shall result in sanctions against a candidate.

**Monday  
Sept. 17, 2018  
1 pm – 2 pm  
Building 12, Room 211**

## **FINAL DEADLINE & MANDATORY CANDIDATES MEETING FOR WRITE-IN CANDIDATES**

- Those who failed to file an eligibility form and ballot petition by the deadline date above will not have their name placed on the ballot. Those who still wish to be considered as a write-in candidate (and have write-in votes counted on their behalf in the election) must file a Candidate Eligibility form in the Center for Student Life and attend the Mandatory Write-In Candidates Meeting on this date.

**Tuesday, Sept. 18, 2018  
and  
Wednesday, Sept. 19, 2018**

## **ELECTION POLLS OPEN**

- 9 am to 1 pm —Location TBD  
Please note: Location may change due to weather or other circumstances
- 5 pm to 6:30 pm —Location: Center for Student Life (Building 12, Room 211)

**Thursday, Sept. 20, 2018  
AND/OR  
Friday, Sept. 21, 2018**

## **ELECTION RESULTS POSTED**

- Results will be posted by the Center for Student Life if available and if all campaign materials have been removed from the campus.
- Ballot counting shall take place on Thursday, Sept. 20, 2018, and/or Friday, Sept. 21, 2018. Candidates and other interested parties shall be notified of ballot counting duration.
- This date is subject to change based on availability or other circumstances.

**Friday, Sept. 28, 2018**

## **DISTRICT STUDENT COUNCIL MEETS TO INTERVIEW NOMINEES AND SELECTS STUDENT TRUSTEE**

## **Appointment of Election Commission**

There is no printed material related to this item.

## ASCSM Bylaws Article X – Inter Club Council (ICC)

### Section 1 Intent

- 1.1 The Inter Club Council (ICC) is an advisory council of the Student Senate. The ICC is a representative body of clubs and organizations that promotes communication and cooperation among the clubs at CSM.
- 1.2 The primary goals of the ICC are:
  - a. To aid clubs in becoming self-sufficient in order to support their own activities.
  - b. To co-sponsor those activities that would benefit a majority of the student body but might not otherwise be pursued because of the scope or cost of the event.

### Section 2 Officers

- 2.1 ICC Chair
  - a. As outlined in the ASCSM Constitution, the Student Senate Vice Chair shall be the Chair of Inter Club Council.
  - b. The Chair of ICC shall be responsible for:
    - i. Presiding over all meetings of ICC.
    - ii. Preparing agendas for the meetings of ICC.
    - iii. Acting as a liaison between the Senate and ICC and vice versa.
    - iv. Voting in case of a tie in ICC.
    - v. Keeping an accurate record of club/organization attendance and participation.
    - vi. And, any other duties necessary to ensure open communication, smooth operation, and cooperation between ICC and the Senate as may be required.
- 2.2 ICC Vice Chair
  - a. The ICC Vice Chair shall be elected from among the members of the Inter Club Council.
  - b. The ICC Vice Chair shall be responsible for:
    - i. Serving as presiding officer in the absence of the ICC Chair.
    - ii. Preparing minutes for ICC meetings.
- 2.3 Vote of No Confidence
  - a. The membership of the Inter Club Council may call for a vote of no confidence in the Chair or Vice Chair.
  - b. A petition signed by a majority (50 percent plus 1) of the members of shall be sufficient to initiate a vote of no confidence against the ICC Chair or Vice Chair.
    - i. This petition shall include a statement of intent for the vote of no confidence and the names, signatures, and club affiliations of those calling for the vote of no confidence.

- c. If a sufficient number of signatures have been gathered to initiate a vote of no confidence, the item shall be placed on the agenda for the next regularly scheduled meeting of the Inter Club Council.
- d. Sitting as a committee of the whole, the Inter Club Council shall be read the petition.
- e. The Officer against whom the petition is directed shall have the opportunity to speak to the charges.
  - i. Should the Officer being removed not be present, the Inter Club Council shall have the power to move forward with the vote of no confidence.
- f. Upon a two-thirds (2/3) vote of those in attendance, the vote of no confidence shall be considered passed.
- g. Upon passage, a resolution of removal shall be drafted against the officer in question and forwarded to the Student Senate for appropriate action.

### **Section 3 Membership & Participation**

- 3.1 All officially recognized student clubs and/or organizations are required to send a representative to the Inter Club Council.
- 3.2 In order to become a fully recognized member of ICC, a club shall have all required paperwork approved by the Coordinator of Student Activities and on file with the Center for Student Life and Leadership Development.
- 3.3 Club paperwork must be updated each semester.
- 3.4 Each club or organization shall be given one (1) vote in ICC.
- 3.5 No ICC Representative may represent more than one (1) club or organization.
- 3.6 A club may not miss more than three (3) ICC meetings per semester.
  - a. If a club misses the maximum amount of absences the club shall be placed on probation and all club privileges shall be suspended.
  - b. The Center for Student Life shall notify the club presiding officer and advisor in writing within 24 hours of the club's suspension.
  - c. To be removed from probation the club presiding officer and advisor must meet with the Coordinator of Student Activities or his or her designee within two (2) school weeks from the time of notice. If the meeting is not held within two week the club shall loss its charter and cannot reform until the next academic semester (excluding summer session or any other intercessions).
- 3.7 Active members of ICC shall have the following rights and privileges:
  - a. Voting on proposals brought before ICC.
  - b. Proposing requests for funding and other items for ICC consideration and action.
  - c. Use of any equipment or resources made available by the ASCSM Senate.

- d. Use of Club Trust accounts in the ASCSM system.
- 3.8 If a club has been inactive for four (4) or more semesters (excluding summer session and any intercessions), all debts and/or loans shall become null and void. Any funds left in any account in the name of the club shall revert to the Senate.

**Section 4 ICC Meetings**

- 4.1 All meetings and actions taken by the Inter Club Council shall be governed by the Ralph M. Brown Act, where applicable.
- 4.2 All meetings of the Inter Club Council shall be conducted in accordance with the current edition of Robert's Rules of Order. The presiding officer may employ a relaxed approach to Robert's Rules of Order whenever practical to do so, subject to the agreement of the membership.
- 4.3 The presiding officer of the Inter Club Council may call a special meeting in accordance with the Ralph M. Brown Act.
- 4.4 Any member of the Inter Club Council may call a special meeting with at least 50 percent plus 1 of the members of the body giving written consent. Such meetings shall be held in accordance with the Ralph M. Brown Act.
- 4.5 The Inter Club Council may not call Emergency Meetings.
- 4.6 A quorum of members of Inter Club Council shall be present before business is discussed or acted upon. A quorum shall be defined by the Ralph M. Brown Act.
- 4.7 Except where otherwise provided for in these Bylaws, action taken by the Inter Club Council shall require a simple majority vote (50 percent plus 1) of the members present.

**Section 5 Agendas & Minutes**

- 5.1 ICC Agendas include, at minimum, the following items:
  - a. Roll Call
  - b. Approval of Agenda and Minutes
  - c. Hearing of the Public
  - d. Chair, Advisor, and Club Reports
  - e. Unfinished Information, Discussion, and Action Items
  - f. New Information, Discussion, and Action Items
- 5.2 ICC Minutes shall include, at minimum, the following:
  - a. Date, time, place, and type of meeting;
  - b. Attendance report;
  - c. Summary of special presentations;
  - d. Correction of previous meeting minutes;
  - e. Summaries of all motions, including maker, seconder, and vote;
  - f. Specific funding account names and/or numbers for funding requests;
  - g. Summary of public comments.

## Section 6 Funding Guidelines

- 6.1 It is the policy of the Senate to annually set aside funds within the ASCSM Budget for club use. These funds are to support events, activities, programs, etc. While the Senate makes this money available to approved/chartered clubs, clubs should not expect the Senate to fund 100 percent of the event, activity, or program.
- 6.2 The Inter-Club Council shall serve as the recommending body to the Senate. The Senate shall have the ultimate authority to approve funds for clubs.
- 6.3 The following shall serve as the funding policy guidelines for clubs:
- a. Clubs must be officially chartered (have completed all steps to become a club).
  - b. Seed money for fundraisers may not exceed \$100. An activity shall be considered a fundraiser if students with a valid CSM Student ID are being charged.
    - i. This cap may be waived with the approval of the Student Life and Leadership Manager and a majority vote of the Executive Cabinet.
  - ~~c. A club cannot request more than \$2,000 without a 2/3 majority vote of the ICC.~~
  - d. A club cannot request more than \$2,500 per semester and no more than \$3,500 in an academic year.
    - i. For on campus activities only, clubs may request an additional \$1,000 per academic year with a 2/3 majority vote of ICC and a 2/3 majority vote of the Student Senate.
  - e. Funding requests shall only be for events occurring within the same semester.
    - i. The ASCSM Executive Cabinet in agreement with the Student Life and Leadership Manager may grant an exception to this rule in situations where a club can show demonstrable financial impact due to deadlines or other considerations.
  - f. Clubs may not split funding requests for the same event across multiple semesters.
  - g. If applicable, first priority for funding shall be given, if possible, to clubs that have not yet received funding in the current academic year.
  - h. Clubs requesting funding shall be required to complete services hours for any and all funds received from the Senate.
    - i. Service hours shall not be accrued for events and activities that contribute to the academic or cultural life of the campus, as deemed by the Center for Student Life and Leadership Development. These events shall be open to all students, free of charge, and held during normal operating hours of the College.

- ii. Service hours shall be accrued at one (1) hour for every \$100 approved by the Senate for on-campus events and activities ~~taking place on campus~~ that do not meet the criteria in (i) above, materials or equipment purchased for club use, or events and activities that primarily benefit members of the club or organization.
  - iii. Service hours shall be accrued at ~~three (3)~~ two (2) hours for every \$100 approved by the Senate for events and activities taking place off campus.
  - iv. Service hours may only be served by providing assistance at any ~~ASCSM sponsored on-campus~~ event or activity, as approved by ~~the A.S. President and~~ the Student Life and Leadership Manager.
    - a) The Student Life and Leadership Manager may authorize exceptions to the above for off-campus volunteer opportunities that impact the college community.
  - v. Other guidelines for Service Hours may be formulated by the Student Life and Leadership Manager in consultation with the Executive Cabinet provided that they do not conflict with these Bylaws.
  - vi. Clubs may send multiple representatives simultaneously to satisfy service hours (e.g. 5 people at 1 hour each shall equal 5 hours of service time).
    - i. The Senate shall not fund events, activities, or programs that are not open to all CSM students.
    - j. The Senate shall not fund off campus events that do not directly involve or impact the students of CSM.
    - k. The Senate shall not fund the purchase of apparel for clubs.
    - l. The Senate shall not fund requests for services, supplies, or other needs that are freely provided to the clubs by the Center for Student Life or the college.
    - m. All funding requests must have sufficient explanation of how money shall be utilized. The Senate may request, at its discretion, documentation of quotes for services, equipment, etc.
    - n. The Senate may deny any request at its discretion. The Senate has sole discretion and authority over A.S. funding and funding requests.
- 6.4 The following shall serve as the procedure for clubs requesting funding from ICC:
- a. The club shall submit an A.S. Proposal Form to the ICC Chair and request that it be placed on the ICC agenda. The ICC Chair, in conjunction with

the Center for Student Life and Leadership Development, shall specify a deadline by which proposal forms shall be submitted.

- b. If the proposal is an event, activity, fundraiser or program, any and all college required paperwork must accompany the proposal.
- c. If the request is in regards to an off campus conference or event, a program or itinerary of the conference/program must be submitted with the proposal (if it is available).
- d. The proposal must be heard and discussed at a regular or special meeting of the ICC, and it must receive a majority vote (50 percent + 1) of the council to be considered by the Senate.
- e. Executive Cabinet must review the proposal before it is placed on the Senate agenda.
- f. The proposal must receive a majority vote (50 percent + 1) of the Senate for approval.
- g. A representative of the club must be in attendance at BOTH the ICC meeting and the Senate meeting in which the proposal is being discussed and/or considered AND be prepared to answer questions regarding the proposal. The representative must be a student member of the club; advisors may only provide additional support.
- h. Any and all equipment requests must be purchased through the Center for Student Life. A "Property of the Associated Students" sticker must be affixed before the club takes possession.
- i. Any equipment or supplies purchased with ICC funds are the sole property of the Associated Students and are on "loan" to the club.
- j. Any advertising for events, programs, or activities funded by the Associated Students must have the A.S. logo attached and state that the event, program or activity is being co-sponsored by the A.S.

6.5 Should a club be granted funding and fail to continue to participate in ICC, amounts previously granted by ICC shall become loans that must be repaid to the ICC. The ICC reserves the right to debit the club or organization's account for the amount granted if the loan is not repaid by the end of the current semester.

Also:

- a. The club or organization would be deemed inactive as an ICC member and would lose ICC rights and privileges until the entire debt to ICC is repaid.
- b. ICC funds granted in the current semester shall become a loan to be repaid by the club or organization prior to the end of the semester.
- c. Payment of the debt would be necessary before future ICC funding would be provided.

**Section 7****Amendment of the ICC Bylaws**

- 7.1 Bylaws of the Inter Club Council shall be ratified by a two-thirds majority of the Inter Club Council at a duly noticed regular meeting and by a two-thirds vote of the Senate at a duly noticed regular meeting of the Senate.
- a. The Senate shall have the power to add, change, or amend the Bylaws of the Inter Club Council at its own discretion with a two-thirds majority vote of the Senate at a duly noticed regular meeting of the Senate.

<b>Income</b>		
<b>Account #</b>	<b>Description</b>	<b>Stage 1.0</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
5030	Ceremonies	\$ 2,500.00
5031	Club Assistance/ICC	\$ 30,000.00
5032	College Program Assistance	\$ 10,000.00
5033	Conference	\$ 30,000.00
5050	Ethnic and Cultural Affairs	\$ 15,000.00
5080	Hospitality	\$ 3,000.00
5147	Printing	\$ 2,750.00
5150	Programs	\$ 40,000.00
5151	Publicity	\$ 35,000.00
5171	Repair & Maintenance	\$ 1,500.00
5181	Furniture, Fixtures & Equipment	\$ 12,000.00
<b>Total Estimated Expenses</b>		<b>\$ 227,250.00</b>

# ASCSM Goals for 2018-19

- Ensure effective project and event management for ASCSM events and activities.
- Create systems that will help ensure consistent and effective promotion and outreach.
- Enhance communication among members of the Senate and the Boards.
- Provide greater support and assistance to clubs in planning, executing, and promoting events.
- Explore and implement ways to enhance Senate cohesion.

## **Welcome Day**

There is no printed material related to this item.

## **Event Planning Workshop**

Any printed material related to this item will be distributed at the meeting.