



Associated Students of College of San Mateo

## Student Senate Regular Meeting Agenda

Monday, August 23, 2021, 2:15 p.m.

**In-Person:** Center for Equity, Leadership and Community Building 17, Room 146  
College of San Mateo; 1700 W. Hillsdale Blvd.; San Mateo, CA 94402

**Via Zoom:** Join Link: <https://smccd.zoom.us/j/83578419584>  
Dial-In Number: (669) 900-9128 | Webinar ID: 835 7841 9584

**As per District policy, face coverings will be required while indoors in any campus buildings for individuals who attend the meeting in person, regardless of COVID-19 vaccination status.**

The public is invited and encouraged to attend ASCSM Student 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 Student 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. The Student Senate reserves the right to suspend the orders of the day if necessary to conduct business.

- I. Call to Order**
- II. Roll Call**
- III. Approval of the Agenda**
- IV. Approval of the Minutes of Prior Meeting(s)**
- V. Announcements and Hearings of the Public**

During this time, members of the public may address the Student Senate on non-agenda items. Limit of 15 minutes per topic and 3 minutes per speaker.

### **VI. Reports**

#### **a. Officers**

- |                              |                |
|------------------------------|----------------|
| i. President                 | Andrea Morales |
| ii. Vice President           | Anna Mahoney   |
| iii. Finance Director        | Tania Farjat   |
| iv. Vice Chair               | Nicole Hong    |
| v. Secretary                 | vacant         |
| vi. District Student Trustee | Ashley Garcia  |

#### **b. Senators**

Including reports from ASCSM boards and committees, ASCSM task forces, College and District participatory governance committees, and other boards, committees, or organizations.

#### **c. CSM Administration**

- i. Dr. Jennifer Taylor-Mendoza, CSM President
- ii. Mike Holtzclaw, CSM Vice President of Instruction

#### **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 Morales**

The Student Senate shall discuss and consider any and all appointments and/or recommended appointments to the Student Senate, ASCSM Boards and/or task forces, 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**

The Student Senate shall discuss and consider recommendations from the Advocacy Board regarding positions on local, state, and national legislation. Possible action to take place.

### **c. Debrief of ASCSM Events**

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

### **d. Fall 2021 Campus Reopening**

The Student Senate shall discuss and consider information and plans regarding the reopening of the CSM campus for the fall 2021 semester. Possible action to take place.

### **e. Welcome Event for Fall 2021**

The Student Senate shall discuss and consider plans for a welcome event for fall 2021. Possible action to take place.

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

### **a. ASCSM Goals and Welcome Statement for 2021–2022**

The Student Senate shall discuss and consider adopting goals and a welcome statement for the 2021–2022 academic year. Possible action to take place.

### **b. Centennial Update**

The Student Senate shall review and discuss an update regarding plans for the College's 100-year anniversary celebration. No action to take place.

### **c. ASCSM Stage 1.0 Budget for 2021-2022**

The Student Senate shall discuss and consider the Stage 1.0 budget for the 2021–2022 academic year. Possible action to take place.

## **IX. Future Agenda Items**

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

## **X. Final Announcements and Hearing of the Public**

During this time, members of the Student Senate and the public may voice any concluding comments. Limit of 15 minutes per topic and 3 minutes per speaker.

## **XI. Adjournment**



## Student Senate Regular Meeting Minutes (Unapproved)

Monday, July 26, 2021

### CALL TO ORDER

The meeting was called to order at 2:18 p.m.

### ROLL CALL

Members Present: President Andrea Morales; Vice President Anna Mahoney; Treasurer Tania Farjat; Vice Chair Nicole Hong; Senators Tito Barquero, Nerissa Chang, Airu Chen, Alani Frias, Jiana Javier-Ramos, Nomin Khurelchuluun, Min Kyaw Myat, Sofiana Skinas, Susan Sun, Yoon Wadi Zaw

Members Absent: Senator Brittany Arriharan

Advisors Present: Aaron Schaefer, Student Life and Leadership Manager

Others Present: CSM President Dr. Jennifer Taylor Mendoza; Edna Letran, Executive Assistant to the President

### APPROVAL OF THE AGENDA

Motion to approve the agenda as presented by Vice Chair Hong; seconded by Senator Kyaw Myat. Hearing no objections, the motion carried.

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

Motion to approve the minutes of the Monday, July 12, 2021, meeting by Senator Chang; seconded by Senator Wadi Zaw. Hearing no objections, the motion carried.

### ANNOUNCEMENTS AND HEARINGS OF THE PUBLIC

None.

### REPORTS

President Morales reminded the group that the board chair positions are still open. She encouraged members of the Student Senate to step out of their comfort zones to take on a leadership role. President Morales is still considering who to appoint as chair of the Programming Board. She asked anyone interested in leading a board to reach out to her directly. Mr. Schaefer said that anyone who may have a question about being a board chair should reach out to him or Mr. Hamadeh. Mr. Schaefer also echoed President Morales's encouragement to members of the Student Senate to take on a leadership position.

Vice President Mahoney expressed support for the comments by President Morales and Mr. Schaefer.

Student Life and Leadership Manager Schaefer noted that CSM President Dr. Jennifer Taylor-Mendoza would be joining today's meeting. Mr. Schaefer extended apologies on the behalf of Mr. Hamadeh who could not be at today's meeting because he is attending a conference. Regarding the return to campus, Mr. Schaefer reported that the Campus Safety Committee held a meeting a last week where there was overwhelming support for instituting a requirement that face masks be worn inside district buildings, regardless of an individual's vaccination status. The Safety Committee is holding an additional meeting concurrent with this meeting to adopt a formal

recommendation to the district regarding the mask mandate. Mr. Schaefer again encouraged members of the Student Senate to volunteer to chair one of the boards. Mr. Schaefer also announced that Kim Lopez, the college's vice president of student services, has been named the interim president of Cañada College effective August 2. In addition, CSM's vice president of administrative services, Micaela Ochoa, has accepted the executive vice chancellor position at the district. President Taylor-Mendoza has expressed a strong desire to have students on the search committees for senior administration positions, but some of the details still need to be worked out.

## **APPOINTMENTS**

Mr. Schaefer noted that there are currently three hiring committees that students may have the opportunity to serve on. They are for the director of community relations and marketing, the interim vice president of administrative services, and the acting vice president of student services. The members of the committees will be reviewing resumes, selecting candidates to interview, and attending first-level interviews. They will need to be able to keep the information shared as part of the hiring process confidential. The director of community relations and marketing committee will most likely start meeting in September and will require a significant time commitment because it is open to the public. The other two committees are on a shorter timeline because they are for acting and interim positions. Mr. Schaefer is working with the college and district to find a way to compensate students who serve on hiring committees. He is hoping to be able to hire the student members of the committees as student assistants and pay them \$15.00 to \$16.00 per hour to review applicant materials and participate in the interviews. Mr. Schaefer mentioned that involving students in the hiring process is a demand that came from the "Speak Truth to Power" student town hall held last summer. He asked that anyone interested in serving on the hiring committees should contact President Morales.

President Morales asked if executive officers are eligible to serve on the hiring committees. Mr. Schaefer said they are. Vice President Mahoney asked when the interviews would be held. Mr. Schaefer said interviews usually take place over the span of a day and are held back-to-back. The interviews may extend over multiple days depending on the number of candidates the committee decides to invite in. President Morales asked if the committees would extend for the entire academic year. Mr. Schaefer said the entire process usually takes three to four weeks, depending on the number of applicants and the nature of the position. He also noted that last year's ASCSM vice president, Dyana Huaraz, was a part of the president hiring committee. Ms. Huaraz made such a positive impression on the rest of the committee that it helped push the importance of student involvement to the forefront.

## **LEGISLATIVE BILLS**

None.

## **DEBRIEF OF ASCSM EVENTS**

None.

Hearing no objections, New Business Item A, Welcome and Introductions with CSM President Dr. Jennifer Taylor-Mendoza, was tabled until President Taylor-Mendoza joined the meeting.

## **PARTICIPATORY GOVERNANCE**

Mr. Schaefer shared that one of the roles of the members of student government is to sit on one of the college's participatory governance committees. There are several committees that cover a broad range of topics, from curriculum to auxiliary services, such as food service and vending. Mr. Hamadeh will provide more information, including a list of committees, by the next meeting.

Vice Chair Hong asked if executive officers are required to serve on a participatory governance committee. Mr. Schaefer said that some executive officers serve on certain committees by virtue of their positions. If an executive officer is not automatically assigned to a participatory governance committee, they have the option to be appointed to one after all senators have been assigned to a committee. Vice Chair Hong also asked how many students are appointed to each participatory governance committee. Mr. Schaefer said that the number of student appointments depends on the committee, but most groups have one or two seats for students. He noted that most committee meetings are open to the campus community and that members of the Student Senate may attend without being formally appointed. Mr. Schaefer said that Mr. Hamadeh would send out a list of the participatory governance committees along with descriptions and meeting schedules (where available).

### **FUNDING FOR STUDENT PARTICIPATION ON CAMPUS HIRING COMMITTEES**

Mr. Schaefer explained that students who would serve on hiring committees would be hired as student assistants. This would not preclude them from being hired elsewhere on campus, but the position would count towards the 20 work hours per week limit for student assistants. The proposal being considered would provide \$10,000.00 in base funding, but the hope is that the college will also provide financial support. Students would be paid \$19.00 per hour for serving on a hiring committee.

Motion to approve allocating \$10,000.00 from the Student Assistant Salaries account (#5183) to support students serving on campus hiring committees by Senator Barquero; seconded by Vice Chair Hong. The motion carried with 11 voting in favor, 0 voting against, and 0 voting to abstain.

### **FUNDING FOR ASCSM LEADERSHIP RETREAT**

Mr. Schaefer said that the Center for Student Life is requesting \$3,500.00 to provide food, learning materials, and other supplies for the upcoming ASCSM Leadership Retreat.

Motion to approve allocating \$3,500.00 from the Conference account (#5033) for the ASCSM Leadership Retreat by Senator Chang; seconded by Senator Wadi Zaw.

Mr. Schaefer noted that because the Student Senate is not holding a traditional off-campus retreat, there are significant cost savings. President Morales asked if the executive officers would be needed to help setup anything prior to the retreat. Mr. Schaefer thanked President Morales for the offer of assistance but said it would probably be unnecessary. Senator Skinas asked if attending the leadership retreat is mandatory. Mr. Schaefer said that it is not required, but it is very strongly encouraged because of the learning and community building that takes place.

The motion carried with 11 voting in favor, 0 voting against, and 0 voting to abstain.

At this time, Dr. Jennifer Taylor-Mendoza joined the meeting, and the Student Senate took up New Business Item A, Welcome and Introductions with CSM President Dr. Jennifer Taylor-Mendoza.

### **WELCOME AND INTRODUCTIONS WITH CSM PRESIDENT DR. JENNIFER TAYLOR-MENDOZA**

CSM's new president, Dr. Jennifer Taylor-Mendoza, thanked members of the Student Senate for inviting her to today's meeting. Dr. Taylor-Mendoza was joined by Edna Letran, executive assistant to the president. Dr. Taylor-Mendoza shared some of her background, including her experience as a tenured faculty member of psychology and counseling at a community college in Southern California. She spoke about her transition to CSM as director of the Learning Center, then the founding dean of the Academic Support and Learning Technologies division, and her transfer to Skyline College as the vice president of instruction. Dr. Taylor-Mendoza noted that as she

starts her tenure as CSM's president, she is also starting her tenth year in the San Mateo County Community College District.

Dr. Taylor-Mendoza said that she is currently a resident of the coast side city of Montara, where she lives with her husband. She has two children, one who is 18 and just graduated high school, and a 25-year-old son. Dr. Taylor-Mendoza began her journey in higher education by attending El Camino College in Torrance, California. She received her bachelor's in psychology, a masters, and a Ph.D. in education. Dr. Taylor-Mendoza credits who she is today to influence from her mother, who raised her as a single parent, and her grandmother.

Edna Letran shared that she is from Guatemala and came to the United States in 1988 with her two-year-old son. Upon arriving in the United States, Ms. Letran took part in the English Institute at Cañada College to improve her language skills. She then pursued an associate degree in accounting. Upon graduating, she went to work for a non-profit organization as a financial aid officer. She then went to work for the San Mateo County Office of Education, where she stayed for over twenty years. Ms. Letran joined College of San Mateo as the executive assistant to the president in December 2019. Ms. Letran's son attended CSM before transferring to San Francisco State University, where he completed a degree in mechanical engineering.

President Morales thanked Dr. Taylor-Mendoza and Ms. Letran for being at the Student Senate meeting. Members of the Student Senate then introduced themselves.

Dr. Taylor-Mendoza said that she interested in having a partnership with the Student Senate that includes continuous dialogue and regular check-ins. Dr. Taylor-Mendoza is focused on students and making sure that all students are successful. Dr. Taylor-Mendoza said she looked forward to sharing her community college story with the campus community. Although she is now here as CSM's president and with a Ph.D., her journey had its ups and downs, and it's important to know that although everyone's path is different, we are all here with a common goal.

Dr. Taylor-Mendoza asked if the Student Senate had started planning for the academic year or if that would take place at the leadership retreat. Mr. Schaefer said that the Student Senate has an item later on the agenda to start brainstorming goals for the year. Dr. Taylor-Mendoza said she looks forward to hearing the Student Senate's goals. Dr. Taylor-Mendoza reminded the group that next year marks CSM's 100-year anniversary, and with that comes opportunities for innovation and new directions. She also noted that she would like to have student input into the centennial planning. The centennial celebration will kick off on March 31, 2022, with a gala, and Dr. Taylor-Mendoza is ensuring that students will be able to attend free of cost.

Regarding the campus recovery, Dr. Taylor-Mendoza said that students should have received a communication informing them that services are returning to campus for the fall semester. She noted that the district's Emergency Operations Center (EOC) has disbanded, but that the Chancellor's Cabinet has taken on the decision-making responsibilities that used to sit with the EOC. Dr. Taylor-Mendoza said that the district is still in negotiations with the bargaining unit for classified staff, which is why more details regarding service hours haven't been shared. Mr. Schaefer shared that the Student Senate has been discussing what student events and activities may look like in the fall, and how clubs will function.

Dr. Taylor-Mendoza discussed the transitions that will take place with the vice president of administrative services and the vice president of student services positions. She said that she has spoken with Mr. Schaefer and Mr.

Hamadeh about student participation in the hiring process and hopes to have both vice president positions filled by the college Flex Day.

Finally, Dr. Taylor-Mendoza said that the college is looking at relocating the Wellness Center to Building 5 from its current location in Building 1. Discussions are still in the early stages as funding and possible designs need to be considered, but there is a sense that a relocation would help increase usage. She asked that the Student Senate think about the possible move and provide feedback.

With Dr. Taylor-Mendoza present, Mr. Schaefer suggested that the Student Senate discuss goals for the academic year. Hearing no objections, the Student Senate took up New Business Item F, ASCSM Goals and Welcome Statement for 2021–2022.

### **ASCSM GOALS AND WELCOME STATEMENT FOR 2021–2022**

The Student Senate identified and discussed the following items as possible goals:

- Improvements to technology provided to students for remote classes
- Support for students who may not be able to immediately return to the area
- Ways to communicate to students that the district and college are taking steps to ensure student safety
- Increase mental health services for students
- Rebuild a sense of community and connections among students (academic and social)
- Rejuvenate the campus club culture
  - Find ways to encourage staff and faculty to serve as club advisors
- Explore ways to offer lab and center service hours and appointments to students who may not be in the area (e.g., out of state and international students)
- Improve communication and transparency between ASCSM, students, and administration
- Integration in Building 17 among ASCSM, learning communities, and other programs
- Monthly updates directly from ASCSM to students
- Explore ways to partner with the Multicultural and Dream Center, learning communities, and other student support and service programs
- Engage in advocacy work and other activities around social justice, anti-racism, and other equity-based work to build stronger connections among the student government, the student body, and faculty.
- Regularly scheduled student town halls

Dr. Taylor-Mendoza said she had to leave but thanked President Morales for mentioning the unfinished work around social justice, equity, and anti-racism. She said that she recognizes that there is much more that needs to be done and is committed to making progress on these issues. Dr. Taylor-Mendoza thanked the members of the Student Senate for allowing her and Ms. Letran to be a part of today's meeting. She looks forward to returning to a future Student Senate meeting.

President Morales and Senators Chang, Skinas, and Wadi Zaw volunteered to serve on a task force to work with Mr. Hamadeh to further develop the Student Senate goals and welcome statement. Mr. Schaefer said that if anyone else had suggestions for goals, they should send them directly to President Morales.

After the conclusion of this item, the Student Senate returned to the order of the day and took up New Business Item G, Fall 2021 Campus Reopening.

## **FALL 2021 CAMPUS REOPENING**

Mr. Schaefer suggested that this item be added to future agendas as a standing item so the Student Senate can review and discuss developments as they occur.

Mr. Schaefer shared that Vice President of Student Services Kim Lopez had communicated that the administration would like to encourage student clubs and organizations to resume meeting on campus. However, this may become challenging if groups cannot find faculty and staff who will be present to monitor their in-person, on-campus meetings. Mr. Schaefer said that the Center for Student Life will send out a communication to current advisors outlining the requirements and possible options. Vice President Mahoney asked if the same rule applied if a group is using an outside facility. Mr. Schaefer said that he would need to seek guidance from the administration.

Mr. Schaefer announced that the Center for Student Life will be open Monday through Thursday from 10 a.m. to 2 p.m. starting in early August. In addition, the Student Senate will hold in-person, on-campus meetings at least twice per month once the fall semester starts. Mr. Schaefer also encouraged members of the Student Senate to utilize their office space in Building 17, which will initially be available the same hours as the Center for Student Life is open for business. Mr. Schaefer stressed that flexibility is going to be an important consideration for the fall semester. The administration is hoping for a phased reopening with most services returning to regular service hours by the end of the fall semester. He stressed that the student voice is going to be vital as the college moves forward with reopening.

## **WELCOME EVENT FOR FALL 2021**

Mr. Schaefer suggested tabling this item until the next meeting to give members of the Student Senate time to come up with ideas. Hearing no objections, the item was tabled until the next meeting.

## **FUTURE AGENDA ITEMS**

- Welcome Event for Fall 2021
- Fall 2021 Campus Reopening
- Participatory Governance
- Recruitment for ASCSM Boards
- Mask Requirements for Students
- Funding for Zoom Webinar Extension

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

On behalf of Mr. Hamadeh, Mr. Schaefer reminded members of the Student Senate to RSVP for the welcome social for President Taylor-Mendoza if they planned to attend. The event will be held on Thursday, August 5, at 1 p.m.

Finance Director Farjat reported that the Safety Committee adopted a recommendation to the district endorsing a masking requirement in campus buildings, regardless of an individual's vaccination status. The committee also supported a requirement that students provide proof of vaccination before returning to campus. Mr. Schaefer suggested that the Student Senate add a discussion item for the next meeting regarding this item. Finance Director Farjat also said that the colleges will be hosting pop-up vaccination clinics on August 10 (Cañada), August 12 (Skyline), and August 13 (CSM). The clinics will be open to students and the community.



**ADJOURNMENT**

Motion to adjourn at 4:10 p.m. by Senator Wadi Zaw; seconded by Senator Khurelchuluun. Hearing no objections, the motion carried.

Submitted by,

Fauzi Hamadeh

Student Life and Leadership Assistant



## Student Senate Regular Meeting Minutes (Unapproved)

Monday, August 2, 2021

### CALL TO ORDER

The meeting was called to order at 2:32 p.m.

### ROLL CALL

Members Present: President Andrea Morales; Vice President Anna Mahoney; Treasurer Tania Farjat; Vice Chair Nicole Hong; Senators Tito Barquero, Airu Chen, Jiana Javier-Ramos, Min Kyaw Myat, Sofiana Skinas, Yoon Wadi Zaw

Members Absent: Senators Brittany Arriharan, Nerissa Chang, Alani Frias, Nomin Khurelchuluun, Susan Sun

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 Kyaw Myat; seconded by Senator Barquero. Hearing no objections, the motion carried.

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

The minutes from the Monday, July 26, 2021, meeting was not available. Hearing no objections, this item was tabled until the next meeting.

### ANNOUNCEMENTS AND HEARINGS OF THE PUBLIC

None.

### REPORTS

President Morales encouraged anyone interested in serving as a chair for an ASCSM Board to contact her directly. She is hoping to have the boards up and running prior to the start of the fall semester. Currently, the Public Relations Board is the only group in need of a chair.

Vice President Mahoney wished President Morales happy birthday on behalf of the Student Senate, and the group sang 'Happy Birthday.'

Student Life and Leadership Manager Schaefer reminded members of the Student Senate to communicate to himself, Mr. Hamadeh, President Morales, or Vice President Mahoney if they were going to be late or not able to attend a Student Senate meeting so that adjustments may be made accordingly.

Student Life and Leadership Assistant Hamadeh announced that San Mateo County and several other counties in the Bay Area will be reinstating a mask mandate for all indoor spaces regardless of an individual's vaccination starting Tuesday, August 3. He also reminded the group that the welcome ice cream social event will still take place Thursday, August 5, at 1:30 p.m.

## **APPOINTMENTS**

None.

## **LEGISLATIVE BILLS**

None.

## **DEBRIEF OF ASCSM EVENTS**

None.

## **PARTICIPATORY GOVERNANCE**

Mr. Hamadeh provided an overview of how participatory governance functions at College of San Mateo and the role that students play. He stressed the importance of the student voice in the participatory governance process. Mr. Hamadeh noted that he is in the process of compiling the list of participatory governance committees, including descriptions and meeting schedules. He will send the information to the Student Senate when it is available. Once Mr. Hamadeh sends the list, members of the Student Senate should select the top three committees they would like to serve on and send their preferences to President Morales. She will use that information to decide who to appoint to which committees.

Vice Chair Hong asked if she is required to serve on a participatory governance committee. Mr. Hamadeh said that she is.

## **FUNDING FOR ZOOM WEBINAR ADD-ON EXTENSION**

Mr. Hamadeh explained that the Student Senate meetings and board meetings are setup as webinars via Zoom to help prevent “zoom-bombing” and other issues. This requires an add-on that allows webinars of up to 1,000 participants with no time-limit. The add-on costs approximately \$1,400.00 for an annual license. As the Student Senate transitions back to campus and begins to hold in-person meetings again, it is desirable to maintain remote access to increase accessibility hopefully promote participation.

Motion to approve allocating \$1,400.00 from the Operations account (#5145) to extend the Zoom webinar add-on for another year by Vice Chair Hong; seconded by Senator Skinas. The motion carried with 6 voting in favor, 1 voting against, and 0 voting to abstain.

## **FALL 2021 CAMPUS REOPENING**

Mr. Schaefer reported that the district is still in negotiations with the classified staff bargaining unit, CSEA, regarding a memorandum of understanding (MOU) on returning to the campuses and district office. The original plan was that most staff would return to campus on August 2, but that date has now been pushed back to August 16. Most services will not reopen until the MOU is in place and staff have had the opportunity to discuss schedules with staff.

Regarding Student Life, starting Monday, August 9, the office will be open Monday through Thursday from 10 a.m. to 2 p.m. primarily to facilitate students picking up their student ID cards. Students will be asked to make an appointment, but drop-ins will not be turned away. Members of the Student Senate will have access to the ASCSM Office in Building 17 during the hours that Student Life is open (please be reminded that the district has adopted a mandate that all individuals wear face coverings inside campus buildings, regardless of an individual’s vaccination status). Within the next month, the hiring process for the staff assistant position will hopefully

conclude. When that person starts, the Student Life hours will be reviewed and possibly extended. Student Life hours may also be adjusted based on student demand for services.

President Morales asked if the Learning Center is available for students to use. Mr. Schaefer said the space is likely still closed but that it should open once the MOU is finalized with the staff union. Mr. Schaefer will be attending the first managers' meeting later this week and will specifically ask about student access to on-campus spaces prior to the start of the semester. He noted that the outdoor campus spaces are currently open for anyone to use.

### **MASKING AND VACCINATION MANDATES FOR FALL 2021**

Mr. Hamadeh noted that the Board of Trustees and district administration have adopted a policy that mandates everyone—regardless of vaccination status—wear a mask when inside any campus building. This applies to both employees and students. In addition, students and employees will be required to be vaccinated before returning to campus. There are currently three exemptions to the vaccine requirement: 1.) If an individual has deeply held religious beliefs that prevent them from receiving the vaccine; 2.) If an individual is medically not able to receive the vaccine; and, 3.) If an individual refuses to receive the vaccine while the vaccine is under emergency authorization from the government. However, once the current vaccines receive full government approval, the third exemption will be rescinded. If an individual refuses to be vaccinated or declines to indicate their vaccination status, they will be required to be tested weekly. The district is currently developing a way for employees to upload proof of vaccination status via WebSMART. No information on how students will provide proof of vaccination has been provided yet.

Mr. Hamadeh reminded the group that the district colleges will be hosting free drive-thru pop-up vaccination clinics next week. The clinics will be open from 10 a.m. to 6 p.m. at Cañada College on Tuesday, August 10; at Skyline College on Thursday, August 12; and at CSM on Friday, August 13. They will be open to the public as well as the district and campus communities. Finance Director Farjat noted that the clinics will have the Pfizer and Johnson & Johnson vaccines available, and that the Pfizer vaccine seemed to be particularly effective against the Delta variant of COVID-19. Mr. Hamadeh said that all the currently available vaccines have been proven effective against the Delta variant, but that those who receive the Johnson & Johnson vaccine may need a booster shot. Mr. Schaefer pointed out that all the vaccines, including the Johnson & Johnson vaccine, have been shown to be effective at keeping people from experiencing severe COVID-19 symptoms, even in cases of breakthrough infections.

Mr. Hamadeh said that there are still some questions regarding the district's new masking policy, including how students, employees, or members of the community who may refuse to put on a mask will be handled. For students, will refusal to put on a mask be a violation of the Student Code of Conduct and subject to disciplinary action?

### **WELCOME EVENT FOR FALL 2021**

The district and college have not provided concrete guidelines for the scope of in-person events for the fall semester. The Student Senate discussed holding a virtual event but expressed interest in doing something on-campus. One of the unknown factors is how many students may be on campus any given day. Vice President Mahoney asked if this event would be open to all students or just first-year students. Mr. Hamadeh said that the Center for Student Life will not be holding Welcome Day, which is marketed solely towards new students, for the fall. There are discussions about holding a modified Welcome Day for the spring 2022 semester. Vice President Mahoney expressed hope that the welcome event would provide opportunities for students to meet new

people and create new connections. Mr. Hamadeh said that the welcome event for fall 2020 primarily focused on providing workshops to support students in the transition to remote learning.

Mr. Schaefer said that there are still questions about whether the Student Senate would be able to distribute food as part of an on-campus event. He suggested that the group could hold an event to distribute ASCSM branded giveaways. President Morales asked it would be possible to reach out to the EOPS program and Promise Scholars to invite their students to participate. Mr. Hamadeh noted that those programs usually hold their own specific welcome events, but that the Student Senate can make a concerted effort to conduct outreach to those programs. Mr. Hamadeh suggested doing an inventory of the promotional items that are available to distribute. Vice President Mahoney suggested integrating “yard games” such as cornhole and other activities into the event. Mr. Schaefer pointed out that the challenge will be trying to find activities that will draw people to the campus but that are also simple enough to maintain social distancing. He also mentioned that it will be hard to gauge how much food or how many drinks to order to minimize leftovers. Mr. Hamadeh said that the group will need to consider how many members of the Student Senate will be on-campus or willing to come to campus to assist with the event. President Morales asked if it would be possible to use Building 10 for the event. Mr. Schaefer said that he believes the administration wants to see activities on campus and would be open to activities taking place in College Center.

Mr. Schaefer suggested establishing a task force to discuss plans for a welcome event. President Morales, Vice President Mahoney, Vice Chair Hong, and Senator Skinis volunteered to be part of the task force.

### **ASCSM BOARD RECRUITMENT**

Vice Chair Hong suggested that the boards be promoted through the Bulldog Bulletin e-newsletter. She also suggested advertising involvement via the Canvas platform. Finance Director Farjat suggested that members of the Student Senate conduct outreach to the student clubs and organizations once they are up and running. Vice President Mahoney noted that announcements can also be made in classes. Mr. Hamadeh reminded the group that those interested in joining a board are asked to complete an online application, which is forwarded to the board chair and the president. They then conduct a short interview with the applicant to gauge their interest. If the president and the board chair are okay with moving forward with the appointment, President Morales first brings the suggestion to Executive Cabinet for review. After review by Executive Cabinet, the appointments are then brought to the Student Senate for final approval.

Vice President Mahoney suggested doing targeted outreach to certain classes for specific boards. Mr. Hamadeh said that advertising can also go out on Facebook and Instagram. Vice Chair Hong suggested providing incentives to encourage students to follow ASCSM social media accounts. Mr. Hamadeh that as clubs get up and running for the semester, the opportunity to do outreach to those groups will also be an option.

### **FUTURE AGENDA ITEMS**

- ASCSM Goals and Welcome Statement for 2021–2022
- Welcome Event Update
- ASCSM Budget Overview Presentation
- CSM E-Sports Program

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

None.

**ADJOURNMENT**

Motion to adjourn at 4:03 p.m. by Senator Skinas; seconded by Senator Wadi Zaw. Hearing no objections, the motion carried.

Submitted by,

Fauzi Hamadeh

Student Life and Leadership Assistant



## Student Senate Regular Meeting Minutes (Unapproved)

Monday, August 9, 2021

### CALL TO ORDER

The meeting was called to order at 2:23 p.m.

### ROLL CALL

Members Present: President Andrea Morales; Vice President Anna Mahoney; Treasurer Tania Farjat; Vice Chair Nicole Hong; Senators Brittany Arriharan, Tito Barquero, Nerissa Chang, Airu Chen, Nomin Khurelchuluun, Min Kyaw Myat, Sofiana Skinas, Yoon Wadi Zaw

Members Absent: Senators Airu Chen, Alani Frias, Jiana Javier-Ramos, Susan Sun

Advisors Present: Aaron Schaefer, Student Life and Leadership Manager, Fauzi Hamadeh, Student Life and Leadership Assistant

Others Present: CSM President Dr. Jennifer Taylor-Mendoza; CSM Dean of Kinesiology, Athletics, and Dance Andreas Wolf

### APPROVAL OF THE AGENDA

Motion to approve the agenda as presented by Senator Kyaw Myat; seconded by Vice Chair Hong. Hearing no objections, the motion carried.

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

The minutes from the Monday, July 26, 2021, and Monday, August 2, 2021, meetings were not available. Hearing no objections, this item was tabled until the next meeting.

### ANNOUNCEMENTS AND HEARINGS OF THE PUBLIC

None.

### REPORTS

Student Life and Leadership Manager Schaefer reminded the group that they now have access to the ASCSM Office in Building 17. He mentioned that parking permits are not required for the fall 2021 semester and that students may park in the lot adjacent to the building.

In addition, Mr. Schaefer shared that he and Mr. Hamadeh had just learned that due to an error at the district level, the student body fee is not being assessed of a significant number of students for the fall 2021 semester. This follows the loss of student body fee income for the spring 2021 semester due to classes being coded as distance education courses. Currently, students who are receiving the California College Promise Grant (CCPG, formerly the BOG waiver) are being automatically exempted from the student body fee. This error has been traced back to a miscommunication regarding an update to Board Policy that was supposed to remedy the issue that emerged in spring 2021. The change to Board Policy was implemented by ITS without going through the appropriate governance process, and the district has again expressed that the shortfall in income will be up to the colleges to address. Mr. Schaefer and Mr. Hamadeh have a meeting with Vice President of Instruction Mike Holtzclaw and Vice President of Administrative Services Micaela Ochoa scheduled for Tuesday of this week to discuss the

situation. The Student Life staff at Cañada College and Skyline College are doing the same. Mr. Schaefer will provide an update at the next meeting.

In recognition of Dean Wolf's time, Mr. Hamadeh asked that the Student Senate take up New Business Item A, CSM E-Sports Program. Hearing no objections, the Student Senate suspended the order of the day and took up New Business Item A.

### **CSM E-SPORTS PROGRAM**

Andreas Wolf, CSM Dean of Kinesiology, Athletics, and Dance, greeted members of the Student Senate and thanked President Morales for inviting him to today's meeting. Dean Wolf said that the idea for an e-sports program at CSM was initially born out of the student e-sports club. The president of the club approached Dean Wolf about implementing a broader program on campus. Despite not being familiar with gaming, Dean Wolf was drawn in by the passion and the commitment of the students in the club. As discussions progressed, Dean Wolf began exploring the possibility of securing a permanent space on campus for e-sports. The request was integrated into his department's annual program review evaluation and resource request. From that, it was suggested that the former KCSM TV studio might be a viable option. There are currently three components being developed as part of the e-sports program: The student club component, the intercollegiate component, and the career and technical education (CTE)/degree component. A course outline has already been taken through the college's Curriculum Committee, so an intervarsity class in e-sports can be offered in the future. Being in Silicon Valley, CSM is well-situated to offer a pipeline for students from the classroom to e-sports companies in the area.

Dean Wolf stressed that e-gaming and e-sports is an effective way to enhance student engagement and student success. By having a dedicated facility on campus, students will have the opportunity to remain on campus and hopefully find other ways to become connected to the institution. Dean Wolf said that the athletics program also teaches discipline, desire, and hard work as part of their curriculum, something students don't necessarily get inside a classroom. Being able to offer this training to students outside of a typical sports setting is an opportunity that Dean Wolf is excited about.

The next step in developing this program is outfitting the facility with equipment and furnishings. In the future, Dean Wolf hopes that the Associated Students will consider partnering with the institution for the initial purchase of computers and other equipment. The second phase of the buildout would hopefully be done in partnership with the Strong Workforce program, but to tap that funding, the institution needs to have a certificate or degree program in place, which is currently in development. Dean Wolf also sees the opportunity for partnerships with local e-sports and e-gaming companies in the future and has already had some initial meetings with representatives that are excited about the possibilities.

Vice President Mahoney and Finance Director Farjat thanked Dean Wolf for sharing this information with the Student Senate and expressed excitement at the possibility of moving forward with the development of the program. Dean Wolf noted that there are a broad range of opportunities connected with e-sports that range from engineering and programming to announcing and script writing. Mr. Wolf acknowledge that given Mr. Schaefer's announcement earlier regarding the student body fee that opportunities for support may be limited in the near-term, he hopes that the Student Senate will consider providing whatever support they can. Dean Wolf said that one of the strengths of the e-sports and e-gaming worlds are their accessibility and how open they are to a broad range of folks. President Morales said that this is an opportunity for the Student Senate to contribute to a space that is inspired by students and directly supported by students. Dean Wolf said that he has had conversations with



a CSM alumnus who is now working in the competitive e-sports industry, and that there is broad interest among CSM alumni to see something like this come to fruition.

At the conclusion of this item and hearing no objections, the Student Senate moved back to Reports so that CSM President Dr. Jennifer Taylor-Mendoza could provide an update.

Dr. Taylor-Mendoza thanked the members of the Student Senate for the ice cream social welcome event held on Thursday, August 5. She said she had the opportunity to meet President Morales and Vice Chair Hong in person, and she enjoyed getting to know them more. Dr. Taylor-Mendoza noted that the college had sent out a communication regarding student services and learning center hours for the fall semester, including a link to a website that lists the office hours for many departments. She asked if members of the Student Senate had any feedback on the communication or the website. Dr. Taylor-Mendoza said that the website will be routinely updated and will evolve as the return to campus ramps up and that there may be opportunities to expand or scale back service hours based on demand. Vice President Mahoney said having all the information about service hours in one central location is extremely helpful. Dr. Taylor-Mendoza mentioned that there will be approximately 2,000 students attending in-person classes for the fall semester. Mr. Hamadeh pointed out that the service hours webpage is not linked from the college homepage, which would make it more accessible. Vice President Mahoney suggested including a reminder about the service hours website in an upcoming edition of the Bulldog Bulletin. Finance Director Farjat said she appreciated the reminders about the COVID-19 drive-thru pop-up clinics that were included in the email communication from the college. President Taylor-Mendoza said that further clarification from the district regarding the vaccine mandate for students and steps for providing proof of vaccination status will be forthcoming. She said the college and the district want to be sensitive to those who may still be hesitant about getting the vaccine. Finally, Dr. Taylor-Mendoza said she looks forward to joining the members of the Student Senate at their leadership retreat later this week.

Regarding the vaccine requirement for students, Senator Skinas asked President Taylor-Mendoza if accommodations would be made for individuals hesitant to get the vaccine to do personal negative experiences with health care. Dr. Taylor-Mendoza said that there need to be further discussions regarding situations like this, and that those discussions are ongoing at the president and chancellor levels within the district. President Taylor-Mendoza said she would provide an update when a decision has been made.

At this time, the Student Senate resumed the order of the day.

## **APPOINTMENTS**

President Morales made the following appointments:

- Finance Director Farjat to the hiring committee for the director of community relations and marketing. Motion to approve the appointment Vice Chair Hong; seconded by Senator Wadi Zaw. Hearing on objections, the motion carried.
- Senator Arriharan as chair of the Cultural Awareness Board. Motion to approve the appointment by Senator Wadi Zaw; seconded by Senator Chang. Hearing no objections, the motion carried.
- Senator Chang as chair of the Advocacy Board

Motion to approve the appointment by Senator Barquero; seconded by Vice Chair Hong. Hearing no objections, the motion carried.

- Senator Wadi Zaw as chair of the Programming Board

Motion to approve the appointment by Senator Chang; seconded by Senator Kyaw Myat. Hearing no objections, the motion carried.

## **LEGISLATIVE BILLS**

None.

## **DEBRIEF OF ASCSM EVENTS**

None.

## **FALL 2021 CAMPUS REOPENING**

Mr. Schaefer announced that the classified staff bargaining unit, CSEA, and the district have reached a tentative agreement on a memorandum of understanding (MOU) regarding return to work. Once the MOU is officially approved, the college will move forward with opening services for the fall semester. Mr. Schaefer noted programs may have very different operating schedules and that students should always check with the website President Taylor-Mendoza spoke about earlier. In addition, programs may scale their availability based on student demand. Mr. Schaefer also mentioned that folks can still refuse to be vaccinated against COVID-19 because the vaccines are currently available under emergency approval. Once the vaccines are given full approval, however, that exemption will most likely be eliminated. Mr. Schaefer stated that the Center for Student Life will be purchasing a supply of disposable masks that will be made available to folks coming into the office. The Center for Student Life also has feminine hygiene products available for students. Additionally, the hiring process for the staff assistant that will support Student Life, SparkPoint, and Promise should conclude shortly, at which point there will be a third member of the Student Life staff to hopefully help extend availability.

Vice President Mahoney asked if it would be possible to setup stations around campus with free masks for students. Mr. Schaefer said that it would be a challenge to offer masks campus wide due to funding and because of staffing availability through Student Life. He said that the college may be able to implement something on that scale, but that Student Life cannot manage it at this point. Mr. Schaefer said additional supplies, such as masks and feminine hygiene products, may be available through the Wellness Center, but that the center may not have fully reopened yet.

## **WELCOME EVENT FOR FALL 2021**

Vice President Mahoney said that the planning task force met to discuss the welcome event. The group would like to have the in-person event on campus across two days to cover both the Monday, Wednesday, Friday students and the Tuesday and Thursday students, from 10 a.m. to 3 p.m. The task force is also recommending giving out pre-packaged sandwiches and soda on one day and either boba or It's-It ice cream sandwiches on another day. Activities would include field games such as cornhole, mini-golf, and other low-key interactive games. Students would also receive giveaway bags for following the ASCSM Instagram social media account. In addition, the group would like to hand out items such as stress-balls or candles to help students relax to help manage their mental health.

President Morales asked if it would be too late to order reusable face masks with the ASCSM logo to distribute as part of this event. Mr. Schaefer said that it will depend on the timing of the event. He also said that we may

already have a stock of other giveaway items, such as bags, highlighters, and pens. Mr. Schaefer said that the group should look at the last week of August or first week of September for holding the event and suggested doing activities on a Wednesday instead of Monday. He also recommended that the group utilize an RSVP system to get an estimate of how many students may participate. Vice President Mahoney asked if it would be possible to donate any left-over food to local food banks. Mr. Schaefer said that it would be up to the food bank and that some organizations do not accept certain food due to the risk of spoilage and foodborne illness. Mr. Hamadeh suggested also contacting the SparkPoint program to see if they can accept left-over food.

Mr. Hamadeh pointed out that President Taylor-Mendoza mentioned that there will be approximately 2,000 students on-campus taking in person classes. He is going to try to confirm that number. Mr. Schaefer said that he usually sends an email to all students talking about opportunities to get involved and that if there is enough information, he can include the welcome event in the email. However, he needs the information ASAP as there is usually a seven-day turnaround time to get the email out through the marketing department. Vice President Mahoney said the group also wants to include information about support programs in the giveaway bags. Finance Director Farjat suggested partnering with the Active Minds club to include information about mental health support programs. President Morales said that the QR codes for the board applications can be integrated into a promotional flier. Vice President Mahoney said that the group also discussed distributing plants and providing materials so students can decorate the pots. Mr. Hamadeh said that the Student Senate had done something similar in the past and it wasn't very successful.

Mr. Schaefer noted that masks can be ordered through CustomInk, which is the vendor we normally use, and be delivered in two weeks. He recommended allocating \$6,000.00 to fund the welcome event, with a portion of that money going to custom face masks.

Motion to approve \$6,000.00 from the Program account (#5150) for the fall 2021 welcome event by Senator Chang; seconded by Vice Chair Hong. The motion carried with 8 voting in favor, 0 voting against, and 0 voting to abstain.

### **ASCSM BUDGET PRESENTATION**

Mr. Hamadeh provided an overview of the ASCSM budget, including the sources of income and major expense accounts. He noted that the Student Senate's major source of income is the student body fee, which as was noted earlier has been impacted by errors by the district over the past two semesters. He also mentioned that the Student Senate has the largest discretionary budget on campus. Mr. Hamadeh said that once the issues with the student body fee have been addressed, he will work with Finance Director Farjat and the rest of Executive Cabinet to develop a budget recommendation for the Student Senate.

### **CSM CENTENNIAL UPDATE**

Because Mr. Hamadeh was not able to confirm a presenter for this item, he requested that the Student Senate table it until the next meeting. Hearing no objections, the item was tabled until the next meeting.

### **SUSPENSION AND MODIFICATION OF ASCSM BYLAWS**

Mr. Hamadeh explained that due to the shift to remote operations last year, the Student Senate suspended the portion of the bylaws dealing with eligibility to serve on the Student Senate and to be a club officer. The change modified the unit requirement for members of the Student Senate to include distance education units. For club officers, the unit requirement was changed to one for-credit course at College of San Mateo. All other eligibility

requirements remain the same. Because remote operations are continuing, the Center for Student Life is recommending that these changes be extended for the fall 2021 semester only.

Motion to approve the suspension and modification of the ASCSM Bylaws for the fall 2021 semester by Senator Skinas; seconded by Senator Barquero. Hearing no objections, the motion carried.

### **ASCSM GOALS FOR 2021–2022**

Due to time constraints, Mr. Schaefer suggested tabling this item until the next meeting. Hearing no objections, the item was tabled until the next meeting.

### **FUTURE AGENDA ITEMS**

- ASCSM Goals and Welcome Statement for 2021–2022
- CSM Centennial Update

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

Mr. Schaefer said that Mr. Hamadeh will be sending out information regarding meals for the retreat. Please be sure to reply with your preference. Mr. Schaefer also said that he will be sending out information regarding the Meyer-Briggs assessment and asked members to complete the assessment prior to the start of the retreat on Thursday.

### **ADJOURNMENT**

Motion to adjourn at 3:59 p.m. by Senator Skinas; seconded by Senator Chang. Hearing no objections, the motion carried.

Submitted by,

Fauzi Hamadeh  
Student Life and Leadership Assistant

## **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.

## **Fall 2021 Campus Reopening**

There is no printed material related to this item.



## **Welcome Event for Fall 2021**

There is no printed material related to this item.

# **ASCSM Goals for 2021-2022**

## **Draft 1.0**

### **Student Support**

- Improvements to technology provided to students for remote classes
- Support for students who may not be able to immediately return to the area
- Increase mental health services for students
- Explore ways to offer lab and center service hours and appointments to students who may not be in the area (e.g., out of state and international students)

### **Communication and Transparency**

- Ways to communicate to students that the district and college are taking steps to ensure student safety
- Improve communication and transparency between ASCSM, students, and administration
- Monthly updates directly from ASCSM to students
- Regularly scheduled student town halls

### **Campus Culture and Clubs**

- Rebuild a sense of community and connections among students (academic and social)
- Rejuvenate the campus club culture
- Find ways to encourage staff and faculty to serve as club advisors
- Integration in Building 17 among ASCSM, learning communities, and other programs

### **Social Justice, Equity, and Inclusion**

- Explore ways to partner with the Multicultural and Dream Center, learning communities, and other student support and service programs
- Engage in advocacy work and other activities around social justice, anti-racism, and other equity-based work to build stronger connections among the student government, the student body, and faculty.

Dear CSM Students,

On behalf of the Associated Students of College of San Mateo, your student government, I am writing to welcome you to the fall 2021 semester. We are looking forward to a year full of emotional and mental strength as we start our return to campus and recovery from the COVID-19 pandemic. As we return, we look forward to partnering with CSM's new president, Dr. Jennifer Taylor-Mendoza, our faculty, our staff and administrators, and our student support programs to kick-off a new start that creates a flourishing campus community for all of us.

As your student government, we are committed to working to improve communication between the campus and its students. We are dedicated to increasing student engagement in campus decision-making, advocating for robust mental health and student support programs, improving student access to better technology, and working to implement culturally responsive and equity-based education on campus.

We will also continue to unapologetically keep advocating on issues of social justice, equity, and inclusion for our hypermarginalized students. We will teach students to use their self-agency and encourage them to be advocates for themselves. We will press our local, state, and national leaders to support higher education and our community colleges so that all students have the resources necessary to succeed.

As we look forward to CSM's 100th birthday and our full return to campus in spring 2022, we know there is much work to be done. CSM has a rich history of serving its community and providing students a pathway to higher education. As the college starts its next 100 years, it is important that we continue to be the community's college by exploring new opportunities to communities that may have been overlooked in the past.

...Any definition of a culture of peace must address the problem of achieving justice for communities and individuals who do not have the means to compete or cope without structured assistance and compassionate help. (Mahnaz Afkhami)

Preservation of one's own culture does not require contempt or disrespect for other cultures. (Cesar Chavez).

## **CSM Centennial Update**

There is no printed material related to this item.

**ASCSM Stage 1.0 Budget for 2021-2022**

Information related to this item will be distributed at the meeting.