



Associated Students of College of San Mateo

Student Senate Regular Meeting Agenda

Monday, September 19, 2022, 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/82086467144>
Dial-In Number: (669) 444-9171 | Webinar ID: 820 8646 7144

For the latest information regarding SMCCCD COVID-19 masking requirements, please visit
<https://smccd.edu/return-to-campus/>.

Please silence all cell phones and other electronic devices.

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 Enzo Ferreira
 - iii. Finance Director
 - iv. Vice Chair Jane Petelo
 - v. Secretary
 - vi. District Student Trustee Lesly Ta
 - 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. College of San Mateo Administration**
Including the College President, the Vice President of Student Services, members of President's Cabinet, Deans, and any other College administrators wishing to report to the Student Senate.

d. Advisors

- i. Aaron Schaefer, Student Life and Leadership Manager
- ii. Fauzi Hamadeh, Student Life and Leadership Assistant
- iii. Mondana Bathai, Student Life Staff Assistant

VII. Action 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. Funding for ASCSM Recruitment Event

The Student Senate shall discuss and consider allocating funds to support an event encouraging students to get engaged with ASCSM Boards and activities. Possible action to take place.

VIII. Information and Discussion Items

a. District No-Smoking Policy Implementation

The Student Senate shall engage in a discussion with representatives from Breathe California regarding the District's no-smoking policy and how it is being implemented. No action to take place.

b. CSM Equity Initiatives

The Student Senate shall engage in a discussion with David Galvez, CSM director of equity, regarding the College's equity initiatives and how ASCSM can engage and support those activities. No action to take place.

IX. Future Agenda Items

During this time, members of 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 Meeting Minutes (Unapproved)

Monday, August 29, 2022

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

ROLL CALL

Members present: President Andrea Morales; Vice President Enzo Ferreira; Vice Chair Jane Petelo; Senators Michelle Aguilar, Sydney Bao, Iris Budiman, Carissa Chang, Amrit Dhillon, Shun Myat Wai Ko, Michelle Lopez Grijalva, Aung Phone Myat, Czar Ryan Palomar, Brittany Shive, Alex Stonehewer Bird

Advisors present: Aaron Schaefer, Student Life and Leadership Manager; Fauzi Hamadeh, Student Life and Leadership Assistant; Mondana Bathai, Student Life and Leadership Staff Assistant

Others present: Dr. Joshua Moon-Johnson, CSM Vice President of Student Services; Dr. Carla Grandy, CSM Interim Vice President of Instruction; Hilary Goodkind, CSM Dean of Planning, Research, Innovation and Effectiveness; Lesly Ta, SMCCCD Student Trustee

APPROVAL OF THE AGENDA

Motion to approve the agenda as presented by Senator Palomar; seconded by Senator Dhillon. Hearing no objections, the motion carried.

APPROVAL OF THE MINUTES OF PRIOR MEETING(S)

Hearing no objections, this item was tabled until the next meeting.

ANNOUNCEMENTS AND HEARINGS OF THE PUBLIC

None.

REPORTS

President Morales reported that the Student Senate needs to set aside time to clean the Event Prep Room. She also notified the Senate that Senator May Phyu Sin had resigned her position due to her hectic work and class schedule. Therefore, there is an open seat on the Student Senate. Board chairs may make recommendations as to who should be appointed directly to President Morales. Finally, President Morales said that ASCSM needs to appoint a representative to the screening committee that will be searching for the district's next chancellor. The position will be paid. Anyone interested in serving on the screening committee should contact President Morales. Mr. Hamadeh noted that serving on the screening committee will be a significant commitment and that all members of the committee are expected to participate in all meetings and interviews.

Student Trustee Ta said SB 893 has been approved by the California State Senate and Assembly. If signed by the governor, the bill would extend the Promise Program to all students in San Mateo County. The first implementation will be in spring 2023. In addition, District Student Council is developing language to add to Board Policy that will allow for and standardize payment for students serving on participatory governance and screening committees across the district. Anyone interested in serving on the writing committee can contact Student Trustee Ta for more information.

Dr. Carla Grandy, interim vice president of instruction, introduced herself and said that she looks forward to working with the Student Senate while she is in the vice president role at CSM. She has already had some preliminary discussions with Mr. Hamadeh about engaging the Senate in a conversation about enrollment management and class scheduling. Ms. Grandy will be returning to a future meeting to initiate that discussion.

Dr. Joshua Moon-Johnson, CSM vice president of student services, extended thanks and congratulations to the Student Senate

for the success of the Welcome Week event. Dr. Moon-Johnson said that he was able to participate in portions of the event and saw a lot of student interactions and noted that students felt very included on campus. He encouraged the Senate to keep up the excellent work of welcoming students to campus and looks forward to continuing to engage with students at future events. Vice President Moon-Johnson said that the Student Services division is looking for feedback on hours of availability for campus programs and services. He wants to make sure that the appropriate services are open when students need them. Several Student Services offices have extended their hours until 7 pm on Tuesdays and Wednesdays, and on Fridays until 4 pm. Anyone with feedback can contact Dr. Moon-Johnson directly. Finally, Vice President Moon-Johnson said his open office hours will be announced soon, and he encouraged anyone who is interested to come by and share their thoughts, idea, or concerns.

Vice President Ferreira extended thanks on behalf of the Student Senate to Dr. Moon-Johnson and the rest of the administration for supporting the Welcome Week event and for engaging directly with students. Vice President Ferreira said that it meant a lot to the students to see the administration out supporting student events.

Mr. Schaefer noted that the Student Senate did a great job on the Welcome Week event. He said that the organization and communication that went into the event were exemplary, especially for an event so early in the semester. Mr. Schaefer said that Mr. Hamadeh will be sending out a sign-up link for the retreat. It will be held Friday, September 23, through Sunday, September 25. Mr. Schaefer encouraged board chairs to invite members of their boards to attend the retreat. Finally, Mr. Schaefer asked that anyone who is a member of a club or attached to a club to encourage the group to turn in their paperwork for the fall semester. The Center for Student Life has noted that some groups have gone “underground” and need to have their status as an officially recognized club restored.

Mr. Hamadeh encouraged members of the Student Senate to utilize the ASCSM Office in Building 17. He noted that there are small lockers available, but that no one should claim one without checking in with him first.

APPOINTMENTS

President Morales made the following appointments:

- Wei Wong to the Cultural Awareness Board. Motion to approve the appointment by Senator Palomar; seconded by Senator Dhillon. Hearing no objections, the motion carried.
- Senator Shive and George Stevenson to the Diversity in Action Group (DIAG). Motion to approve the appointment by Vice Chair Petelo; seconded by Senator Palomar. Hearing no objections, the motion carried.
- Senator Chang to the Learning Support Center Coordination Committee. Motion to approve the appointment by Senator Palomar; seconded by Vice Chair Petelo. Hearing no objections, the motion carried.
- Senator Shive and Vice President Ferreira to the Student Discipline Committee. Motion to approve the appointments by Senator Dhillon; seconded by Senator Budiman. Hearing no objections, the motion carried.

FEEDBACK ON INSTITUTIONAL PRIORITIES

Hilary Goodkind, dean of the College’s Planning, Research, Innovation, and Effectiveness Office, echoed Vice President Moon-Johnson’s praise for the Welcome Week event. She said that she enjoyed seeing all the students engaging in the event and congratulated the Student Senate for putting on a successful activity.

Dean Goodkind, Vice President Moon-Johnson, and Interim Vice President Grandy provided an overview of the College’s integrated planning process, student services strategic plan, and instructional strategic plan. The members of the Student Senate then engaged in an activity to provide direct feedback on the proposed plans. This feedback will be integrated with input from the rest of the campus community as the plans are updated and finalized. At the conclusion of the activity, Dean Goodkind, Vice President Moon-Johnson, and Interim Vice President Grandy thanked the Student Senate for their participation and feedback.

FALL 2022 WELCOME WEEK DEBRIEF

The Student Senate discussed the Welcome Week event and identified areas of success and areas that needed improvement for future activities. President Morales extended her thanks to everyone who volunteered and supported the Welcome Week event. She thanked Senators Palomar and Shive, Vice Chair Petelo, and Vice President Ferreira for their work on the planning task force. President Morales is confident that she can trust and rely on members of the Senate to be committed and to get things done.

Vice President Ferreira said that prior to Welcome Week he was concerned because the Student Senate had not worked together to put on an event yet. He said that he was happy to see every member of the Senate contributing in some way to the event. Mr. Ferreira said that he was also happy to see members of all the boards participating in the event. He is confident that the Senate will be able to build on the success of the Welcome Week event going forward.

Senator Palomar reiterated the comments made by President Morales and Vice President Ferreira. He thanked the members of the Student Senate for their support and participation, especially during the first week of the semester when things are so hectic. Senator Palomar said that the event was a success because it welcomed students back to campus and raised awareness of ASCSM. He noted that the wind was an issue, and that canopies and other equipment will need to be secured in the future. Mr. Palomar said that the games were not put out due to the issues with the wind and having to secure the canopies. He also noted that the event was initially somewhat disorganized, but that was remedied once more people showed up and things got going. Senator Palomar wants to improve communication regarding which volunteers are assigned to which tasks going forward. Overall, the event was a great success and Senator Palomar thanked everyone for their contributions.

President Morales said that the first block of time before an event gets started is the opportunity for everyone to get on the same page regarding tasks and assignments. She said that there needs to be better communication about who is the main contact person during each shift, so folks know who to go to with questions. Ms. Morales said that she would like to see one person designated as the lead during each shift. That person will have the schedule and sign-up sheets so they know who will be helping and what task they will be assigned to.

There was a suggestion that more food be ordered for future events because there are more students on campus. Senator Stonehewer Bird noted that there were a lot of vegetarian sandwiches and they moved very slowly. He suggested reevaluating the number of vegetarian sandwiches that are ordered. Senator Palomar said that the Programming Board has already discussed ordering food for 250 versus 200 going forward. He also said that last semester there were requests for more vegetarian sandwiches, so the task force wanted to gauge the demand and will adjust accordingly. It was also noted that the boba arrived late on the second day of the event. President Morales said there was miscommunication about where and when to pick up the boba order and that the issue has already been addressed. Senator Palomar said that future events may start later due to the ebb and flow of students on campus.

Mr. Schaefer requested that the board chairs send him and Mr. Hamadeh their cell phone numbers so that they can get in touch on event days. Mr. Schaefer said that there was a lot of discussion around how much food to order. He noted that there comes a point in the semester where the number of students on campus starts to decline, so there needs to be constant adjustment to the amount of food that is ordered. Mr. Schaefer really appreciated the amount of organization that went into the event, particularly the information written on the white board in the Event Prep Room. He thanked the task force for sending the list of supplies that needed to be ordered well ahead of time. Mr. Schaefer noted that the Welcome Week event is oftentimes the hardest event of the semester because it happens so quickly after classes start. Given those challenges, Mr. Schaefer said that this was one of the most organized Welcome Week events that has taken place in recent memory. He thanked everyone for the great feedback on the event and said that he has received positive comments from faculty, staff, and administrators. Mr. Schaefer encouraged the Senate to continue recruitment for the boards in order to provide more support going forward.

EVENT PLANNING AND COMMUNICATION WORKSHOP

Mr. Schaefer provided an overview of the process for planning events. He highlighted the paperwork that must be submitted

to the Center for Student Life to initiate the event planning process. Mr. Schaefer reviewed the Activities Request Form and the required information needed on the form. He also spoke about the necessity of submitting all the required paperwork – including the Activities Request Form and any additional documents, such as contracts – in a timely manner. Mr. Schaefer noted the requirements around serving food to the public and the fact that Pepsi has an exclusive contract with the district.

Mr. Hamadeh will conduct a workshop on budgeting, insurance, and contract requirements at a future meeting.

FUTURE AGENDA ITEMS

- ASCSM Goals for 2022-2023
- Conversation with David Galvez, director of equity
- Update from Community Relations and Marketing

FINAL ANNOUNCEMENTS AND HEARING OF THE PUBLIC

Senator Stonehewer Bird noted that there is no water fountain available in Building 17. The issue will be referred to the administration to be addressed.

Mr. Hamadeh reminded the group that Monday, September 5, is the Labor Day holiday, so there will be no classes and no Student Senate meeting. He also asked the board chairs to get back to him regarding the training to develop

ADJOURNMENT

Motion to adjourn at 3:26 p.m. by Vice Chair Petelo; seconded by Senator Palomar. 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.



Funding Proposal

For the meeting of Monday, September 19, 2022

Title of Proposal ASCSM Recruitment Day

Being Proposed by Senator Palomar Lead Coordinator Programming Board

Event Date(s) October 3, 2022

Forwarded to the Student Senate by:

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

ASCSM Account **5150 Programs**

DESCRIPTION

ASCSM Programming, Cultural Awareness, Public Relations, and Advocacy Board will be tabling to recruit students. Food will be provided.

Item Description	Cost
1. <u>Food and Decorations</u>	<u>\$3,000.00</u>
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
Total Funding Request	<u>\$3,000.00</u>

For ASCSM Secretary Use Only

Motion by _____ Second by _____

Result of Vote In Favor _____ Opposed _____ Abstained _____ Passed _____ Failed _____

District No-Smoking Policy Implementation

There is no printed material related to this item.

CSM Equity Initiatives

There is no printed material related to this item.