



Student Senate Regular Meeting Minutes (Approved)

Monday, June 6, 2022

The meeting was called to order at 2:19 p.m.

SWEARING IN

Mr. Hamadeh administered the ASCSM Oath of Office to President Morales for the 2022–2023 academic year. President Morales then administered the oath of office to the members of the Student Senate for the 2022–2023 academic year.

ROLL CALL

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

Members Absent: Senator Michelle Lopez Grijalva

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

APPROVAL OF THE AGENDA

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

APPROVAL OF THE MINUTES OF PRIOR MEETING(S)

Minutes of the previous meeting were not available. Hearing no objections, this item was tabled until the next meeting.

ANNOUNCEMENTS AND HEARINGS OF THE PUBLIC

None.

REPORTS

President Morales welcomed and congratulated the members of the 2022–2023 Student Senate. Ms. Morales said that she is excited to work with the new Senate and looks forward to continuing the great work that was done last year.

Vice President Ferreira also greeted the members of the 2022–2023 Student Senate. Mr. Ferreira said that he was grateful to be a part of the group and asked for patience as he learned how to chair the meetings.

Mr. Schaefer welcomed the members of the 2022–2023 Student Senate. He explained that the Student Senate meetings during the summer will entail a lot of trainings and information sharing, and that he and Mr. Hamadeh may do a lot of the talking initially. As the members of the Student Senate get more comfortable in their roles, Mr. Schaefer and Mr. Hamadeh will step back because these are the Student

Senate's meetings. The training that happens over the summer will culminate in the ASCSM Leadership Retreat, which will take place prior to the beginning of the fall semester. Mr. Schaefer said that the summer meetings are structured this way so that the Student Senate may hit the ground running once the fall semester starts.

Mr. Schaefer said that there are several changes taking place within the senior administration at CSM. A search is currently underway for a permanent vice president of student services (Kristi Ridgway has been serving as acting vice president since fall 2021 and has decided not to pursue the permanent position). In addition, Mike Holtzclaw, the vice president of instruction, is leaving the college for a new position in New Mexico, and Micaela Ochoa, the vice president of administrative services, may be leaving the college at the end of month. Mr. Schaefer also noted that CSM's president, Dr. Jennifer Taylor-Mendoza, is just wrapping up her first year in the position. With all these changes, CSM will have an entirely new Cabinet team at the end of the spring 2023 semester. It will be up to the members of the Student Senate to maintain the positive relationships with the administrative team that have been built up over the past several years.

Mr. Hamadeh reminded the group that the summer 2022 session begins next Monday, June 13, 2022. Members of the Student Senate who are on campus are encouraged to take advantage of the ASCSM Office in Building 17, Room 155. The space is available anytime that the Center for Student Life is open and until 10 p.m., Monday through Thursday.

Mr. Hamadeh also announced that the Board of Trustees has voted to suspend collection of the parking fee and the health services fee for the 2022–2023 academic year. He noted that in the past few years the District has inadvertently also waived the student body fee due when waiving other fees, in particular the health services fee. The Student Life staff have alerted the Business Office and administration to be alert for the any impact to the student body fee.

APPOINTMENTS

President Morales said that anyone interested in becoming a board chair should reach out to her directly. The current ASCSM Boards are the Advocacy Board, the Cultural Awareness Board, the Programming Board, and the Public Relations Board. No experience is necessary, only the commitment to the position and the desire to learn. President Morales stressed the importance of anyone stepping up to be a board chair to be conscious of their class schedule and workload so that they have the time and energy to devote to the position. Ms. Morales hopes to have the Board chairs named by the next scheduled Student Senate meeting on Monday, June 20. Senator Stonehewer Bird asked if the boards already have set meeting schedules. President Morales said that it is up to the board chairs to schedule the board meetings and that they will usually work with potential members. Mr. Schaefer noted that the only two groups that have permanent meeting times are the Student Senate (Mondays at 2:15 p.m.) and ICC (Tuesdays at 1:15 p.m.). Mr. Hamadeh said that board chairs should be sure to share their planning for meeting times with him and Mr. Schaefer as one of them must be present at all board meetings. He also noted that during the regular semesters the advisors are generally available Mondays through Thursdays from 8 a.m. to 4:30 p.m. and on Fridays from 8 a.m. to 12 p.m. (noon).

Mr. Schaefer noted that the vice chair position is open. The vice chair is not an appointed position but is elected from among the members of the Student Senate. The vice chair works with the Center for Student Life to oversee the clubs and chairs the Inter Club Council (ICC) meetings. The vice chair will most likely

be elected at the next meeting on June 20.

INTRODUCTIONS AND ICE BREAKERS

Members of the Student Senate introduced themselves to the group and shared one interesting fact about themselves and what they hope to accomplish during the upcoming year.

INTRODUCTION AND OVERVIEW OF STUDENT GOVERNMENT

Mr. Schaefer presented an overview of the role and functions of student government at College of San Mateo. He highlighted the importance of the student voice in the college's participatory governance and decision-making process; the advocacy work that the Student Senate does locally, statewide, and nationally; and the student life programming that the group sponsors.

PARLIAMENTARY PROCEDURE (ROBERT'S RULES OF ORDER)

Mr. Hamadeh provided an overview of Robert's Rules of Order, the form of parliamentary procedure that the Student Senate uses to run meetings. He highlighted some of the most used language such as making a motion, seconding a motion, and amending a motion. Mr. Hamadeh stressed that the Student Senate employs a "loose" interpretation of Robert's Rules of Order as a tool to facilitate communication and get things done. Mr. Hamadeh said that parliamentary procedure is designed to ensure that the majority can get things done while also ensuring that the voice of the minority is heard, and that it should never be used as a "weapon" to shut down debate or silence anyone's voice.

COMMUNICATION STRATEGIES

The Student Senate engaged in a conversation regarding best practices and tools for internal communication. Mr. Schaefer and Mr. Hamadeh said that the primary form of communication between the Center for Student Life and members of the Student Senate is via email and that members should be sure to check their email once or twice a day for important messages. Mr. Hamadeh said that it was up to the Student Senate to decide what communication tools they would like to use internally, but that any such communications needed to comply with the requirements of the Ralph M. Brown Act (California Government Code section 54950 et seq.). President Morales said that she wants to improve upon the communication from last year's group and would like to have routine check-ins with the members of the Student Senate. With the agreement of the Student Senate, President Morales said she would setup a Discord server for the 2022–2023 Student Senate. Each board will have its own channel in addition to the main Student Senate group. President Morales said she would also reach out to members of the Student Senate to schedule one-on-one meetings to discuss goals for the year.

Mr. Hamadeh said that he and Mr. Schaefer may share their personal mobile phone numbers with some members of the Student Senate to facilitate emergency communication. He noted that those who have the advisors' mobile phone numbers should not share them with other folks – including other members of the Student Senate – without checking with him or Mr. Schaefer first. Mr. Hamadeh also encouraged members of the Student Senate not to use their personal email addresses on any type of front-facing materials such as event fliers.

FUTURE AGENDA ITEMS

- ASCSM IDEAL Fellowship
- Appointment of Board Chairs

- Election of Vice Chair
- ASCSM Goals for 2022–2023

FINAL ANNOUNCEMENTS AND HEARING OF THE PUBLIC

Mr. Hamadeh said that the Center for Student Life is looking to hire a student assistant who will serve as ASCSM Secretary. Anyone interested in the position must be able to attend the Student Senate meetings on Mondays at 2:15 p.m. and the Executive Cabinet meetings (which have yet to be scheduled). Members of the Student Senate may not be hired as secretary unless they resign their elected office.

Mr. Hamadeh also noted that the finance director position is open as no one ran in the election. The finance director is responsible for working with the Center for Student Life to develop the ASCSM budget, monitor expenditures and income, and process any check requests. President Morales would appoint the finance director with the advice and consent of the Student Senate.

ADJOURNMENT

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

Submitted by,

Fauzi Hamadeh
Student Life and Leadership Assistant