



Associated Students of College of San Mateo

Student Senate Regular Meeting Agenda

Monday, September 25, 2023, 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/83157047240>
Dial-In Number: (669) 444-9171 | Webinar ID: 831 5704 7240

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.

1. Call to Order

2. Roll Call

3. Approval of the Agenda

4. Approval of the Minutes of Prior Meeting(s)

5. Announcements and Hearings of the Public

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

6. Reports

a. Officers

- i. President Enzo Ferreira
- ii. Vice President Brittany Shive
- iii. Finance Director Montse Morales
- iv. Vice Chair Paola Tagashira
- v. Secretary Lianna Lim
- vi. District Student Trustee Arthur Veloso

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 the executive leadership team, 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

- 7. Appointments – President Ferreira**
The 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.
- 8. Introduction and Welcome of CSM Interim Vice President of Student Services**
The Student Senate will introduce and welcome Alex Guiriba, the College’s newly appointed interim vice president of student services. No action to take place.
- 9. Funding for New Student ID Card System**
The Senate shall discuss and consider allocating funds to purchase a new platform to produce student ID cards. Possible action to take place.
- 10. ASCSM Budget for 2023–2024**
The Senate shall discuss and consider adopting an updated budget for the 2023–2024 fiscal year. Possible action to take place.
- 11. Debrief of Fall 2023 Club Fair**
The Senate shall review and discuss the Fall 2023 Club Fair to identify successes and areas for improvement. No action to take place.
- 12. Future Agenda Items**
During this time, members of the Senate may suggest agenda items for consideration for future meetings.
- 13. Final Announcements and Hearing of the Public**
During this time, members of the Senate and the public may voice any concluding comments. Limit of 15 minutes per topic and 3 minutes per speaker.
- 14. Adjournment**



Associated Students of College of San Mateo

Student Senate Regular Meeting Minutes (Unapproved)

Monday, September 18, 2023

The meeting was called to order at 2:16 pm.

ROLL CALL

Members Present: President Enzo Marini; Vice President Brittany Shive; Finance Director Montse; Secretary Lianna Lim; Vice Chair Paola Tagashira; Senators Jake Austin, Andy Cheng, Jasper Cheng, Marlo Cowan, Luana Ferreira, Michelle Lopez Grijalva, Ryan Luftman, Ashley Phyu, Antu Sosa, Megan Sullivan, Eugene Teng, Karina Viner; District Student Trustee Arthur Veloso

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

Others Present: Lia Thomas, CSM Librarian; Aiden Takaguchi

APPROVAL OF THE AGENDA

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

APPROVAL OF THE MINUTES OF PRIOR MEETING(S)

Mr. Hamadeh noted that on page 3 of the minutes, the amount approved for the Club Fair should be \$5,500 instead of \$3,500.

Motion to approve the minutes as amended by Senator J. Cheng; seconded by Senator Sullivan. Hearing no objections, the motion was carried.

ANNOUNCEMENTS AND HEARING OF THE PUBLIC

Aiden Takaguchi is interested in partnering with the Student Senate to help raise awareness about the District's Study Abroad program. Although the program is primarily housed at Skyline College, it is open to any student in the District. Mr. Hamadeh suggested that it would be a good idea to work with the Cultural Awareness Board on this matter.

REPORTS

President Ferreria reported that he would be meeting with CSM Interim President Richard Storti tomorrow. President Ferreira asked anyone with questions or concerns for Mr. Storti to let him know.

Vice President Shive noted that more volunteers are needed to help with this week's Club Fair event.

Vice Chair Tagashira said that she sent out the SignUp Genius link so folks could volunteer.

District Student Trustee Veloso reported that he had sent an email to all the student governments in the District asking them to provide feedback regarding the proposed changes to the Board policy on minimum class sizes and class cancellations. Mr. Veloso said that the interim chancellor will be attending the next District Student Council (DSC) meeting to hear the student perspective.

Student Trustee Veloso also said that the Board has established a screening committee to search for the District's permanent chancellor. The screening committee has two seats for students. Mr. Veloso will be working with DSC to determine the students who will be appointed to the committee.

Student Life and Leadership Manager Schafer reminded the group that the link to register for the Club Fair will be open until 4 pm today. He encouraged groups to sign up to participate. Tomorrow, ice cream will be distributed as part of the fair and each club will have different toppings to hand out.

Mr. Schaefer announced that Alex Guiriba has been named the interim vice president of student services. He also noted that a screening committee, including a student representative, will be established to find an interim vice president of administrative services.

APPOINTMENTS

President Ferreira made the following appointments:

- Adonna Ribus Cobra to the Cultural Awareness Board
Motion to approve the appointment by Senator Teng; seconded by Senator Luftman. Hearing no objections, the motion carried.
- Jimmy Morocca to the Public Relations Board
Motion to approve the appointment by Senator Lopez Grijalva; seconded by Senator Luftman. Hearing no objections, the motion carried.

CSM LIBRARY UPDATE

CSM Assistant Professor and Librarian Lia Thomas provided an update on the services and programs offered by the CSM Library. Library staff have already conducted tours for new and returning students and distributed 160 laptops to students. There are also 226 wireless hotspots that are available for students. Ms. Thomas said that the Library Makerspace is available for any club or student organization that may want to hold events or activities.

Ms. Thomas noted that the Library building has not been updated in many years, and that it is not equipped to address the needs of today's students. The Library staff are trying to accommodate students by making additional spaces available, but there is only so much that can be done with the current facility. The College and the District are working to secure local and state funding to upgrade the building.

Ms. Thomas mentioned that the snack vending machine located in the Library building was removed towards the end of the summer. Initially, the District's new vendor had no intention of returning the machine. Ms. Thomas said that the Library is open late into the evening and on Saturdays, making the snack machine in the building the only source of food for students and staff, including KCSM employees.

Folks have been advocating for the return of the machine. Mr. Hamadeh said that the new vendor has agreed to return the machine and it should be back in place by the end of this month.

Finally, Ms. Thomas invited everyone to participate in the Family Astronomy and Science Day Festival on Saturday, September 30. She noted that many activities will be taking place around the campus. The Library Makerspace will also be participating in the event.

FUNDING FOR FOOD FOR HEALTH FAIR

On behalf of the Wellness Center, Mr. Hamadeh said that the Fall Health Fair will be taking place in October. Because the District is not assessing the Health Services Fee, the Wellness Center does not have funding available to provide food for exhibitors and attendees at the fair. The Wellness Center is asking for \$2,500.00 for this purpose.

Motion to approve \$2,500.00 from the College Program Assistance account (#5032) by Senator Teng; seconded by Senator Sullivan. The motion was carried unanimously with all members present voting in favor.

FUNDING FOR MOON FESTIVAL EVENT

The Cultural Awareness Board and the Chinese Students and Scholars Association (CSSA) are planning to hold an event to celebrate the Moon Festival. The event will take place Wednesday, September 21, from 11:30 am to 1 pm, and will include games, giveaways, and food.

Motion to approve \$1,710.00 from the Ethnic and Cultural Affairs account (#5050) to support the Moon Festival event by Senator J. Cheng, seconded by Senator Lopez Grijalva. The motion was carried unanimously with all members present voting in favor.

ADDITIONAL FUNDING FOR FALL 2023 CLUB FAIR

Vice Chair Tagashira said that plans for the Club Fair have expanded, and the group would like to offer additional opportunities for engagement. Additionally, the costs for food came in higher than anticipated. Therefore, Vice Chair Tagashira is requesting an additional \$3,100.00 in funding for the Club Fair.

Motion to approve \$3,100.00 from the Club Account Reserve to provide additional funding for the Club Fair by Senator A. Cheng; seconded by Senator Teng. The motion was carried unanimously with all members present voting in favor.

DISCUSSION ON DISTRICT MINIMUM CLASS SIZE POLICY

Following up on the comments from Student Trustee Veloso, Mr. Hamadeh explained that before the pandemic, there was a Board policy in place that stated that classes with fewer than 20 enrolled students were to be automatically canceled. During the COVID-19 pandemic, the threshold was lowered to 10 students. There has been interest in reinstating the original policy. As Student Trustee Veloso mentioned, Interim Chancellor Melissa Moreno will be attending the next DSC meeting to hear student feedback.

Members of the Student Senate raised concerns about classes that students need to graduate or to transfer being canceled without alternatives available. They also expressed concerns about classes that are not part

of a core curriculum being canceled, such as Art or Music classes. Members of the Senate asked if there is data available regarding the number of classes that are typically canceled. Mr. Hamadeh said that he did not have that data, but that the Instruction Office would. He suggested inviting Vice President of Instruction Carla Grandy to answer some of the Senate's questions. The Senate agreed and requested that Mr. Hamadeh contact Vice President Grandy and ask her to attend a future Student Senate meeting to engage in a discussion about class cancellations.

FUTURE AGENDA ITEMS

- Class Cancellation Discussion with VPI Carla Grandy
- Debrief of Club Fair

FINAL ANNOUNCEMENTS AND HEARING OF THE PUBLIC

None.

ADJOURNMENT

Motion to adjournment at 3:04 pm by Senator A. Cheng; seconded by Senator Luftman. Hearing no objections, the motion carried.

Submitted by,

Lianna Lim
ASCSM Secretary

ASCSM Student Senate -- Vote Record for September 18, 2023

Senator Name	Funding for Food for Health Fair	Funding for Moon Festival Event	Additional Funding for Fall 2023 Club Fair
Jake Austin	Yes	Yes	Yes
Andy Cheng	Yes	Yes	Yes
Jasper Cheng	Yes	Yes	Yes
Marlo Cowan	Yes	Yes	Yes
Luana Ferreira	Yes	Yes	Yes
Michelle Lopez Grijalva	Yes	Yes	Yes
Ryan Luftman	Yes	Yes	Yes
Ashley Phyu	Yes	Yes	Yes
Antu Sosa	Yes	Yes	Yes
Megan Sullivan	Yes	Yes	Yes
Paola Tagashira	Yes	Yes	Yes
Eugene Teng	Yes	Yes	Yes
Karina Viner	Yes	Yes	Yes
Brittany Shive*	n/a	n/a	n/a
Total	13-0-0	13-0-0	13-0-0

Yes-No-Abstain / *Only votes in event of a tie

Agenda Item #7: Appointments

The 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.

Agenda Item #8: Introduction and Welcome of CSM Interim Vice President of Student Services

The Student Senate will introduce and welcome Alex Guiriba, the College's newly appointed interim vice president of student services. No action to take place.



Funding Proposal

For the meeting of Monday, September 25, 2023

Title of Proposal Funding for New Student ID Card System

Being Proposed by Center for Student Life Lead Aaron Schaefer and Fauzi Hamaeh
Coordinator

Event Date(s) n/a

Forwarded to the Student Senate by:

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

ASCSM Account **ASCSM Reserves**

DESCRIPTION

The current student ID card system runs on outdated software. It is difficult to work with and hard to customize. Last summer, Skyline’s Center for Student Life moved to a cloud-based system that is much more flexible, allows for remote printing, and provides greater customization options. Given the age of our system and the challenges it currently poses, we would like to upgrade to the same platform that Skyline is using.

Item Description	Cost
1. <u>ID Card System Upgrade, One-Year Service Agreement, and Additional Supplies</u>	<u>\$10,000.00</u>
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
Total Funding Request	<u>\$10,000.00</u>

For ASCSM Secretary Use Only

Motion by _____ Second by _____

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

ASCSM Budget 2023-2024

Stage 1.5 (Proposed)

Income

Account #	Description	Stage 1.0	Stage 1.5	Change
4070	Space Rental - Vendor	\$ -	\$ -	\$ -
4080	Student Body Fee/Card	\$ 160,000.00	\$ 195,000.00	\$ 35,000.00
Total Estimated Income		\$ 160,000.00	\$ 195,000.00	\$ 35,000.00

Expenses

Non-Discretionary

Account #	Description	Stage 1.0	Stage 1.5	Change
5140	Office Supplies	\$ 3,000.00	\$ 3,000.00	\$ -
5145	Operations	\$ 3,000.00	\$ 3,000.00	\$ -
5182	Student Activity Card	\$ 2,000.00	\$ 2,500.00	\$ 500.00
5183	Student Assistant - Salary	\$ 25,000.00	\$ 25,000.00	\$ -
5184	Student Assistant - Benefits			

Discretionary

Account #	Description	Stage 1.0	Stage 1.5	Change
5010	Awards and Scholarships	\$ -	\$ -	\$ -
5030	Ceremonies	\$ 3,000.00	\$ 3,000.00	\$ -
5031	Club Assistance/ICC	\$ 20,000.00	\$ 33,000.00	\$ 13,000.00
5032	College Program Assistance	\$ 15,000.00	\$ 10,000.00	\$ 5,000.00
5033	Conference	\$ 15,000.00	\$ 35,000.00	\$ 20,000.00
5050	Ethnic and Cultural Affairs	\$ 25,000.00	\$ 30,000.00	\$ 5,000.00
5080	Hospitality	\$ 1,000.00	\$ 1,000.00	\$ -
5147	Printing	\$ 1,000.00	\$ 2,500.00	\$ 1,500.00
5150	Programs	\$ 35,000.00	\$ 35,000.00	\$ -
5151	Publicity	\$ 10,000.00	\$ 10,000.00	\$ -
5171	Repair and Maintenance	\$ 1,000.00	\$ 1,000.00	\$ -
5181	Furniture, Fixtures, and Equipment	\$ 1,000.00	\$ 1,000.00	\$ -

Total Estimate Expenses		\$ 127,000.00	\$ 161,500.00	\$ 34,500.00
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Agenda Item #11: Debrief of Fall 2023 Club Fair

The Senate shall review and discuss the Fall 2023 Club Fair to identify successes and areas for improvement. No action to take place.