

## **Student Senate Regular Meeting Minutes (Approved)**

Monday, June 10, 2024

The meeting was called to order at 2:18 pm.

### **ROLL CALL**

Members Present: President Anthony Pena Vasquez; Vice President Aidana Rysbekova; Finance Director Diana Kunze; Secretary Vanshika Sharma; Senators Jericho Batac, Matthew Chang, Jasmine Cheng, Guillermo Garcia Zacarias, Mya Hmuu Han, Simon Htet, Sam LaCarruba, Michael Llanell, Nathan Low, Max Magidin, Amy Nguyen, Alessandra Rengifo Herrada, Joey Situ

Members Absent: Senators Garrett Field, Jing Ee Ong, Jewel Phyu

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

Others Present: Interim Vice President of Student Services Alex Guiriba; Student Trustee-elect Chloe Johnson

### **SWEARING IN**

Student Life and Leadership Assistant Hamadeh administered the ASCSM Oath of Office to President-elect Anthony Pena Vasquez. President Vasquez then administered the oath of office to the newly elected members of the Student Senate for the 2024–2025 academic year.

### **APPROVAL OF THE AGENDA**

Motion to approve the agenda as presented by Senator Han; seconded by Senator Llanell. Hearing no objections, the motion was carried.

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

To give members the opportunity to review the minutes of the May 6, 2024, meeting and hearing no objections, this item was tabled until the next meeting.

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

None.

### **REPORTS**

Vice President Rysbekova extended a heartfelt greeting to the members of the Student Senate. She expressed her hope that the group will learn and grow together over the next year.

Secretary Sharma said that she hopes the Senate will get along and have a successful year together.

Interim Vice President of Student Service Guiriba extended a welcome and his congratulations to the 2024–2025 Student Senate. He apologized that he could not attend in person but said he will be present for future meetings.

Student Life and Leadership Manager Schaefer welcomed the Student Senate and expressed his optimism for the upcoming year. Mr. Schaefer said that the summer meetings provide the opportunity for a lot of training. Mr. Schaefer will be doing a lot of talking today and providing guidance to Vice President Rysbekova as the group gets started, but his role will diminish as the year progresses.

Mr. Schaefer mentioned that the Student Senate should keep the dates of August 8 and September 6 through 8 open. August 8 is the annual Welcome Day event, which is an opportunity for new students to visit the college before the semester starts. Mr. Schaefer said that Welcome Day is a “semi-mandatory” event for the Student Senate. He said that the event is a great chance to recruit members for the ASCSM Boards.

The ASCSM Fall Leadership Retreat will be held September 6 through 8. It will be off-campus and all expenses will be covered by the Associated Students. The retreat is an opportunity to learn about leadership, communication styles, and build bonds among members of the Senate. Because the event will start on a Friday afternoon, Mr. Schaefer can provide verification that students are participating in an official college-sponsored event if professors request it.

Mr. Schaefer said that the advisors are available to serve as resources for the Student Senate. He encouraged members of the Senate to reach out to the advisors before they make any change in their class schedules that may impact their eligibility to serve on the Senate. Mr. Schaefer said that it is not the roll of the advisors to change anyone’s mind, but to provide them an overview and additional information about the options. He noted that the advisor’s advice should not be a substitute for meeting with an academic counselor.

Student Life and Leadership Assistant Hamadeh welcomed the new Student Senate and expressed optimism about the upcoming year. Mr. Hamadeh said that the Center for Student Life will be open Monday through Thursday during the summer, and that members of the Senate are welcome to make use of the ASCSM Office in Building 17, Room 155. He said that members are welcome to claim a locker/cubby in the office, but that they should check with him before doing so as he will need to record which locker/cubby each person claims. Mr. Hamadeh said members should make sure they are checking their my.smccd.edu email accounts on a regular basis as that is one of the advisors’ primary ways of communicating with the Senate. Mr. Hamadeh noted that members should keep in mind that all the advisors have things going on outside of their jobs and that any messages or requests sent outside of business hours may not be acted upon until the following business day.

Student Life Staff Assistant Bathai welcomed the members of the Senate. Ms. Bathai said she had previously served as ASCSM President and is available as a resource for all members of the Senate. While she primarily works behind the scenes processing paperwork, Ms. Bathai said that her door is always open.

## **APPOINTMENTS**

None.

## **INTRODUCTIONS AND ICE BREAKER**

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

## **INTRODUCTION AND OVERVIEW OF STUDENT GOVERNMENT**

Mr. Schaefer provided an overview of the role and function of student government at College of San Mateo. He noted that the Student Senate has three main functions: Sponsoring events and activities that contribute to and enhance CSM’s student life; advocating for student issues at the local, state, and federal levels; and representing the student voice in the college and district participatory governance process. Mr. Schaefer said that the Senate oversees two funding streams: The \$15 per semester Student Body Fee, which is used for general expenses; and \$1 of the \$2 Student Representation Fee, which by law may only be used for specific services related to training and advocacy. At the local level, the Student Senate serves as the officially recognized voice of the students in areas outlined by Title 5, such as grading, codes of conduct, discipline, curriculum and educational programs, budgeting and planning, fees, and faculty evaluation and hiring. As part of the college’s participatory governance process, the president, vice president, and finance director serve on the Institutional Planning Committee (IPC).

## **PARLIAMENTARY PROCEDURE (ROBERT'S RULES OF ORDER)**

Mr. Schaefer presented a high-level overview of parliamentary procedure as it applies to the Student Senate. He noted that the Senate uses a somewhat less formal interpretation of Robert's Rules of Order. He said that rather than use parliamentary procedure as a weapon to shut down debate, it is used in the Senate as a framework to encourage orderly discussion and provide everyone an opportunity to be heard. The nuances of Robert's Rules of Order should never get in the way of the Senate getting things done. Members of the Senate received a grid highlighting the most used parts of Robert's Rules of Order.

## **OVERVIEW OF THE RALPH M. BROWN ACT**

Mr. Schaefer provided an overview of the requirements of the Ralph M. Brown Act (California Government Code § 54950 *et seq.*) as they pertain to the Associated Students and the Student Senate. He noted that agendas must be posted at least 72 hours in advance, that items may not be added to the agenda after it has been posted, and that all votes must be taken in an open and public meeting. Furthermore, Mr. Schaefer explained what constitutes a serial meeting and why members of the Senate must not discuss business outside of a meeting.

## **APPROVAL OF LEAVES OF ABSENCE FOR SUMMER 2024**

Article III, Section 1.6.1 of the ASCSM Constitution allows the Senate to grant leaves of absence for the summer for members who are unable to attend meetings due to extenuating circumstances such as extended summer travel, unavoidable class conflicts, and, for international students, the requirement to return to their home countries. For the Summer 2024 session, Senator Jing Ee Ong has requested a leave absence due to a summer internship in his home country.

Motion to approve the Summer 2024 leave of absence for Senator Jing Ee Ong by Senator Htet; seconded by Senator Cheng. The motion was carried with all members present voting in favor.

## **COMMUNICATION STRATEGIES**

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

## **FUTURE AGENDA ITEMS**

None.

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

None.

## **ADJOURNMENT**

Motion to adjourn at 3:49 pm by Senator Cheng; seconded by Senator Llanell. Hearing no objections, the motion was carried.

Submitted by,

Vanshika Sharma  
ASCSM Secretary