



## Associated Students of College of San Mateo

### Student Senate Minutes

Monday February 9, 2015

2:15 pm

College of San Mateo, College Center, College Heights Conference Room (Building 10, Room 468)

#### **I. Call to Order 2:24 pm**

#### **II. Roll Call**

- a. Members Present: Vice President Javokhir Inatov; Vice Chair Danuta Wang; Secretary Tim Exner; Student Trustee Rupinder Bajwa; Senators Daria Anshakova, Ruben Ayestas, Francisco Duarte, Eric Ferroggiaro, Caroline Khoury, Xue Michelle Li, James Roe, George Silva, Samantha Trump, Yanrui Xu, Marco Zavala.
- b. Advisors present: Aaron Schaefer, Student Life and Leadership Manager, Fauzi Hamadeh, Student Life and Leadership Assistant.
- c. Members absent: Finance Director Lana Bakour, Senator Marissa Garcia.

#### **III. Approval of the Agenda**

- a. Motion to approve the Agenda by Senator Silva and seconded by Senator Roe. Hearing no objections the motion is carried.

#### **IV. Approval of the Minutes of Prior Meeting(s)**

- a. Motion to approve the Minutes from November 24, 2014 by Senator Trump and seconded by Senator Silva. Hearing no objections the motion is carried.
- b. Motion to approve the Minutes from December 8, 2014 by Senator Ferroggiaro and seconded by Senator Zavala. Hearing no objections the motion is carried.
- c. Motion to approve the Minutes from February 2, 2015 by Senator Silva and seconded by Senator Roe. Hearing no objections the motion is carried.

#### **V. Announcements & Hearing of the Public (15 minutes per topic, 3 minutes per speaker)**

- a. None.
- b. Advisor Hamadeh asked to move to the Funding for Black History Month Karamu Agenda item first.

#### **VI. Reports**

##### **a. Officers**

- i. President Maggie Garcia said hi to everyone. She reminded everyone, if they are going to be absent, to please send an email to her Advisor Hamadeh, or Advisor Schaefer. She stated that she will be starting a Newsletter Taskforce this week. If anyone is interested let her know.
- ii. Vice President Javokhir Inatov said hi. He reminded us that the meeting starts at 2:15 pm so please be on time. He understands we are busy but he, Fauzi and only a couple others were here.
- iii. Finance Director Lana Bakour was not present.
- iv. Vice Chair Danuta Wang stated that ICC is going to organize the Club Fair on Wednesday, April 11<sup>th</sup>. Advisor Hamadeh: Yes, the first ICC meeting is Wednesday and we will discuss Club Fair.
- v. Secretary Tim Exner had no reports.

##### **b. Senators**

- i. No reports. Vice President Inatov: No reports from Committees? OK, none. President Garcia: Please email me if you are not on a participatory governance committee. I know some of you have schedule changes or class conflicts but please be sure to reconnect with me when you sort that out.
- ii. Student Trustee Rupinder Bajwa: Unintelligible. Senator Trump: We're going to Sacramento. Our first meeting is when we will discuss it. Advisor Schaefer: The application is not due for a while. Senator Trump: Yeah, we haven't even signed up. Student Trustee Bajwa: I don't know if we have

to change anything. Advisor Schaefer: They haven't sent us anything yet. Student Trustee Bajwa: They are going to send out a newsletter or something but basically, they're going to meet up on a Monday, the Monday we go there and in the morning there's going to be a couple rallies centered around education and students on the equity issues. And then there will be workshops after that. They say to bring students. Advisor Schaefer: Again, this is what they do every year. They say they're not going to do it and then they say they are. There's no way we can busload students out there. When we do this we start in October. There's no way we can get it approved, get the buses and get it all together by the beginning of March. It's not your fault. I'm just laughing because they do this every year. Advisor Hamadeh: Maybe you should communicate that to the SSCCC.

**c. Advisors**

- i. Aaron Schaefer, Student Life and Leadership Manager: I deeply apologize for being late. I had another meeting with the district that ran long. We were talking about all the wonderful money that comes from your guy's group. Since I mentioned it, I'll give you guys a quick update. We were reviewing all the policies of how we spend our money, what we spend our money on, and all the legal requirements. A couple hiccups are that some of the training from the district that came out of Skyline is that they're saying that student governments should not be allowed to give gifts or scholarships. We have a different interpretation of that rule. We are going to get a legal ruling on it. We are saying that since it's not actually state money, it's a voluntary fee that you guys use. It's not actually public money. It's fundraised money so it doesn't count. That'll probably be where we end up with it. We are just generally looking at all our procedures and making sure, at a higher level, we are getting all the proper signatures, etcetera because we have been pretty much audit free, we haven't had any pings on our audit for a few years and they want to keep it that way. We just want to make sure that the way me, Fauzi and my boss are doing it is the way the auditors want to do it and so far everything is hunky-dory. Because you guys have really good bylaws and really good procedures. And this group for the past 8 years has done a really good job of keeping those up and making sure that we've kept proper minutes and that sort of stuff. Other than that, we are still waiting for the DC group to get stuff put in. Unfortunately, there seemed to be a miscommunication. The applications were due on Friday. Nobody turned in their applications. I've moved the deadline to Wednesday at noon. After that we will shut it down. If we don't get people who want to go we won't go this year. We're not going to spend money and stuff just for the sake of going. I think that's it for me. I hope you had a good weekend. Don't forget there is no school on Friday or Monday. Vice President Inatov: Will you be able to provide recommendation letters for scholarships? Advisor Schaefer: Yes. If you would like recommendations for scholarships Fauzi or myself would be happy to do them. Fauzi and I both have the same requirements so I'll go through them with you. You need to email us that you would like it. Anything you want included outside of your AS stuff you need to kind of list. It doesn't have to be in resume format but just a list of any club stuff you want us to include, any volunteer work if you do thing like that, or anything special you want us to integrate into your recommendation, that need to be in the email. And we want it. When do you want it Fauzi? Advisor Hamadeh: 72 hours. Advisor Schaefer: A week. We can't guarantee we'll have it in 72 hours. When we say a week, that's like 5 working days. President Garcia: I thought it wasn't a recommendation anymore. They just ask questions. Advisor Schaefer: they ask questions but they also leave a space for us to add comments and that's usually a letter of recommendation. Vice president Inatov: But there are some scholarships that require you to upload it. President Garcia: So we can't just put your emails on there as a reference. Advisor Schaefer: You tell us. You send us an email and tell us you're going to do it. Don't just do it. Advisor Hamadeh: Right. This new system they are using. Everyone please pay attention to this. What happens is that you put in the name of the email address of the person you want a letter of recommendation from. It will automatically send that person an email saying that you have requested a letter of recommendation. I received one this morning from someone who has not talked to me about

getting a letter of recommendation. So I need to follow up with that person and be like, “hey I would have liked a heads-up.” Advisor Schaefer: And it’s not just about a heads-up. In the future, and for your growth, you always, always ask somebody ahead of time if they’ll serve for you as a reference or as a letter of recommendation before you send them anything. Because you have to give them the option. It’s professional and polite. I promise you if you write me down as a reference and you do not ask me I will never call that person back. No matter how much I like you. I find it extremely rude just to assume. And I’ve done it. Most of the time if you ask me to do it, especially if it’s just as a reference and a phone call, I will usually be more than happy to serve as a reference for people. If, time permitting, and I think you deserve it, I will even write you a letter of recommendation. But please note, if I don’t know you very well it will probably be very short. And people can tell when it’s written by somebody who doesn’t know you well.

- ii. Fauzi Hamadeh, Student Life and Leadership Assistant: Very quickly, I’m just going to echo what Java said. Please remember that the meeting starts at 2:15. The sooner we have everyone in the room, the sooner we can start the meeting. If we have a long Agenda like we do today it will take as long as it takes. We will be done when we’re done. Okay? So please be on time.

## **VII. Unfinished Action, Discussion, and Information Items**

### **a. Appointments – President Garcia**

President Garcia: I only have one appointment today. It’s for Advocacy Board but unfortunately they won’t be able to be here today but their name is Min Black. But we can still do it. President Inatov: I know we can still do it. Advocacy Board, right? Can you tell us some more about that person? Advocacy Board Chair Trump: We interviewed him last semester but at the time he couldn’t make our meeting time. He came to the first meeting this semester and told us that his schedule now allows it. He already attended the first meeting; he’s interested in going to DC, and he seems very enthusiastic. He could not make it to this meeting because he has a lab. Motion to appoint Min Black to Advocacy Board by Senator Roe and seconded by Senator Xu. Hearing no objections, the motion passes.

### **b. Legislative Bills – Advocacy Board Chair Trump**

Advocacy Board Chair: We’ll be looking at legislative bills tomorrow. Advisor Hamadeh: Week After. He’s not here.

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

### **a. Funding for Black History Month Karamu – Krystal Romero, CSM Director of Student Support**

Krystal Romero introduced herself and told us that her first job here was working with the Associated Students and they created her current position 15 years ago to help support students through their college experience here at CSM. She passed out flyers from last year’s event and explained that the reason they don’t have current flyers is that they haven’t secured the total funding yet. They are asking for \$750.00 for the Black History Month Karamu event. The ASCSM gave them \$1500.00 last year to serve 100 students. This year they expect to feed about 50 so they are asking for half that amount. They secured another \$750.00 which will make the total \$1500.00 to serve a traditional soul food, catered lunch. The event will be Friday, February 27<sup>th</sup>. It will be open to all students and following one of the Eyes on the Prize series of films. Every Friday they show one of six films in the series that documents the civil rights movement from 1954 to 1965, including the marches and student protests and activism that started the movement. The film on the 27<sup>th</sup> is about college students taking an active part in the civil rights movement and then they will have the Karamu soul food lunch. It will consist of fried chicken, baked chicken, greens, macaroni and cheese, yams, peach cobbler, sweet potato pie, and southern sweet tea. They want to bring an African American feel to the food. But it’s also for everyone to enjoy.

Motion to approve \$750.00 for the Black History Month Karamu by Senator Silva and seconded by Vice Chair Wang.

President Garcia asked if the new flyers would look similar to last year's. Krystal misheard or misinterpreted the question and explained that this year they had gotten a late start but they have to do something for Black History Month so they are showing the Eyes on the Prize films. The first movie shown will be Red Tails on Wednesday, February 11. The second will be Great Debaters on Wednesday, February 18<sup>th</sup>. The third one will be 12 Years a Slave on Wednesday, February 25<sup>th</sup>. Tomorrow she will be able to talk about Alfred Crowley, who invented the modern ice cream scoop. So they will be doing a little ice cream presentation with the kids in the Child Development Center. Vice President Inatov: February 26<sup>th</sup>? Krystal: 27<sup>th</sup>. It's going to be Friday this year because we really want people to come out and see the Eyes on the Prize film involving college students. We will do the Karamu right after that. Advisor Hamadeh: Which room will this be in? Krystal: It's going to be in this building, 10-180, the EOPS meeting space. Vice President Inatov: Are there any other questions? President Garcia: I just have one question. Will this month's event include the I Have a Dream speech? Krystal: No. Last year Mohsen got permission to recreate the speech in its entirety. You have to get all kinds of permissions which we didn't do this year. Mohsen probably still has it on disc and could show you. One assignment was to use the speech but you actually have to have the rights to use it. Even in Selma they couldn't use the whole speech. President Garcia: Ok, thank you. Krystal: Thanks you guys. Thanks for always supporting us. I'm selling chocolate too! Vice President Inatov: If there are no questions we will take it to a vote.

By a vote of 12 in favor, 0 opposed, and 0 abstaining, the motion to approve \$750.00 to fund the Black History Month Karamu event carried. Advisor Hamadeh: It's coming out of account (#5150), Cultural Affairs. FYI: Professor Janatpour will be here around 3 pm. So can we table this next item until he arrives?

**b. Art & Science Lecture Reception – Professor Mohsen Janatpour**

Professor Janatpour: Thank you. This is actually the 28<sup>th</sup> time we are doing this. Every Spring we do an art and reception. The idea is to bring the students from both sides of the campus together, students from the science and art. Basically we give a lecture, then there is an art presentation and we have the telescopes out so people can see objects in the sky. Math and science department provides the funding for the presentation and I believe it is very beneficial for us. Students get a taste of science and students get a taste of art. One of the things we do is give a small reception. And traditionally, this body has sponsored that. So we are asking for \$500.00. Generally, it's a little bit lower but that's the amount but that's the amount I'm asking for. Up until three years ago two or three Senate members took the responsibility to organize the reception. They put it all together and as well as funding it. If not I will find other ways to do it. Since we are running kind of late this time with Spring Break is coming early, we will be out of school in a month. So I had the cards printed with the assumption that things are going to work out. I'm going to pass the cards around so you can see what they look like. And I'm here to answer any questions you have regarding this event.

Motion to approve \$500.00 for the Art & Science Lecture Presentation by Senator Duarte and seconded by Senator Silva. Hearing no objections, the motion passes. President Garcia: What day is this on? Professor Janatpour: Friday, April 3<sup>rd</sup> at 7:30 pm. The assumption is that the theater will be done. Generally it goes to about 8:30 or 9:00 pm. People generally hang around, especially with the telescopes out. They get excited. Vice Chair Wang: Are you going to have this in the theater? I'm concerned because there is construction going on, right? Professor Janatpour: The deadline for it to be completed is April 3<sup>rd</sup> but it's supposed to be done in mid-March. However, I have reserved a second place in this building as a contingency plan. Professor Janatpour: I know you already approved it. Thank you so much. Are there any volunteers here that want to help with this? President Garcia: I think if we give out service hours to the clubs it would help. Advocacy Board Chair Trump: I think if we give out service hours to the clubs we would have a lot of people volunteering. Advisor Hamadeh: My only concern is, while this would normally be a good idea, a lot of the clubs aren't up and running yet. And if they are going to commit to it they need to commit to it

now. So if there are members of the Senate who want to help out step forward now. Otherwise, Professor Janatpour will be able to find other students who can do it. Senator Zavala: I will help. Advisor Hamadeh: Is anyone interested in helping Marco? Advocacy board Chair Trump: We could make a list and send you an email. We will send a piece of paper around and we will right our names and emails on it. Professor Janatpour: Thank you so much. Please make sure I get that email.

By a vote of 12 in favor, 0 opposed, and 0 abstaining, the motion to approve \$500.00 for the Art & Science Lecture Presentation carried.

**c. Transfer Tribute Funding - President Garcia**

President Garcia: Each Spring we ask for money to do the Transfer Tribute. Did anyone go last year? This is my first time going? This event is to recognize students that are transferring to another institution who will not be graduating and will not be receiving an AA or AS degree. This event is open to students and a limited number of guests. We are asking for \$3000.00. Fauzi I have a question. Will this be for students transferring and students receiving an associate's degree? Advisor Hamadeh: This is how it works. Students who are transferring only, who complete for a UC, or State, or for private schools, generally don't receive an AA or AS degree. So they are not participating in the college's graduation/commencement ceremony. Commencement and graduation ceremonies are only for students who receive an Associate's of Arts or an Associate's of Science degree. Up until a couple years ago the college did not in any sort of way celebrate the students who are just transferring. So this Transfer Tribute is a way to recognize those students who are transferring to another institution. They mostly give speeches. Some students get up and mention what CSM meant to them and that kind of stuff. There is some food. It's just a little reception, party thing. I think it's limited to one or two guests because they don't want to overload the people who are there. It's a pretty fun night. They usually do it around the 28<sup>th</sup> in the evening so families can come.

Motion to approve \$3000.00 to fund the Transfer Tribute event by Senator Zavala and seconded by Senator Trump. Hearing no objections, the motion passes. Advisor Hamadeh: This is on Thursday the 28<sup>th</sup> from 4 pm to 6:30 pm in the Bayview Dining Room.

By a vote of 12 in favor, 0 opposed, and 0 abstained, the motion to approve \$3000,00 for the Transfer Tribute event carried. Each year for Valentin's Day we give out free roses. Last year we gave out hot chocolate and condom roses.

**d. Valentine's Day Event Funding – Programming Board Chair Garcia**

Vice President Inatov: She is absent today so I will place this on next week's agenda. President Garcia: No, I'll just go ahead and do it for her. Each year we give out roses. Last year we gave out hot chocolate and rose condoms. Advisor Hamadeh: So this year we are going to get rose condoms and we are also going to get regular condoms, hot chocolate, cookies and other sorts of pastries in a Valentine's theme. We are also going to have a photo booth on campus. For those of you who don't know, the rose condoms are condoms that are folded in a rose-like shape and are on a green stem. They are perfectly usable. They are sealed and everything. Advisor Schaefer: But they don't smell like roses or anything. Vice President Inatov: What do you do with it? President Garcia: I still have it. But we usually buy a lot of roses as well. Advisor Hamadeh: We are not getting flowers this year because we did not get a as good a price as we needed. Vice President Inatov: Flowers die.

Motion to approve \$900.00 to fund the Valentine's Day event by Senator Silva and seconded by Senator Zavala. Advisor Hamadeh: Normally we send the sign-up sheet around at Programming Board. Like we normally do, we'll put it up in the Senate office so people can sign up for additional times. Advisor Schaefer: Usually we send it around here but Marissa isn't here. Senator Roe: So it's February 12<sup>th</sup>?

Advisor Hamadeh: Yes, Thursday because there is no school Friday and Valentine's Day is on Saturday.  
Senator Trump: Do you know what time? Advisor Hamadeh: 11 am to 1 or 2 pm.

By a vote of 12 in favor, 0 opposed, and 0 abstaining, the motion to approve \$900.00 for the Valentine's Day event carried.

e. **Campus Student Life Engagement Survey Incentive Funding – Advisor Schaefer**

Advisor Schaefer: OK, this is a little bit funny but it's one of the things we are doing. One of the things that Accreditation requires that all of the department do something called Program Review. So for our Program Review, me and Fauzi look at our program and look at the SLO's we've set out, the goals we've set out to gauge are we accomplishing them to make sure we are growing and doing the program. This is data driven. In other words, they don't want me to tell them what a great job the AS is doing. I see it anecdotally from watching you but they want data. I'd say 95% of the departments can draw data from what we call the Campus Climate Survey. It usually goes out once a year and it asks questions like, "do you feel safe on campus?" and "did you get all the classes you wanted?" and "who is the enrollment process?" All these different things, "are there services to support you?" and so on. One of the things they neglect to put in this gigantic survey is any questions about Student Life. "Do you know student government exists?" "Do you know how to get a Student ID?" "Do you know that there is a Student ID?" "Do you know that there are clubs on campus?" "If you don't belong to a club, why don't you belong to a club?" We need this data, one, not only so we can justify our program, but when we go out asking for new things. Like you noticed, we lost a staff member with Kevin leaving. If we want a new staff member, we need to show them that this data shows that if we need to expand our program in this way, we need more staffing. So what we want to do, instead of lumping another 20 or 30 questions on top of what is already a 120 question survey, they've decided they'd just like us to do our own survey. It was put together by the Research Office. If you want to take a look at it, you're more than welcome to. If you've got any feedback on it please let us know. Like anything you think is missing. These are all worded in a way that we can get the data that we need. But if there are things that you think we may want to know let us know. We don't ask things like, "do you want to see more activities on campus?" because the default answer to that is yes. We ask it in a way to say, "are you going to participate?" And "why don't you?" and things like that. So if there are any holes in it let us know so we can talk to the Research Office so we can come up with some good additional questions. So like all surveys, we want a good response so that we know it's a good representative sample. If only 10 people respond to the survey it's not a good representative sample. We need a good cross-section. So we would like you guys to help us and yourself by funding it. It will be a drawing where you take the survey and we put your name into a drawing. We don't know what it's going to be yet but something around \$250.00. No more than \$250.00 to incentivize and get the numbers up. We're hoping for as many people to respond as possible. For a good representational rate, we are looking for about a 10 to 20% response rate. President Garcia: Can we send it by email. Advisor Schaefer: Yeah, we'll send it out via email. At Programming Board some people asked why we don't have them take it in class. We don't do that because if the same student is in three classes and takes the survey three times, it skews the sample. This way we send it out via email, it's linked to your G number, and you can only take the survey once.

Motion to approve \$250.00 to fund the Campus Student Life and Engagement Survey Incentive by Senator Anshakova and seconded by Senator Ferroggiaro. Hearing no objections, the motion passes. Senator Zavala: Is any information provided? Advisor Schaefer: It's additional information. It's not informative because if we provide information with the survey it taints the sample. What we need to know is what students know now. For example, we need to know why only 2500 to 3000 student come and get their student IDs? We want to make new initiatives to grow that. You guys approved money to fund the Merchant Discount program but we haven't launched it yet because we would like to get the baseline data to see, that once we've launched the Merchant Discount Program, what effect that will it have next year

when we put this same survey out next year. Are more students getting their students IDs? Because then we can directly correlate it to it. So, this is more to get data to tell us where we need to provide students with more information. So if students say they know about student activities on campus but just don't care, we aren't wasting our time running out and telling students about it. President Garcia: Just a quick comment. On question number 18, it looks a little wordy. Maybe they could reword it or something. I know what you're asking but it's just a little wordy. Advisor Schaefer: OK, we'll talk to the Research Office and see if they can reword it a little bit. That's great feedback. Thank you.

By a vote of 12 in favor, 0 opposed, and 0 abstaining, the motion to approve \$250.00 to fund the Campus Student Life and Engagement Survey Incentive carried.

**f. Proposed Revisions to District Policies and Procedures – President Garcia**

President Garcia: We did send an email of the district policies. Are there any questions about them?

Senator Roe: I have a question. In the part about the chancellors and another committee, do they decide on what the chapter is going to be evaluated on together? Advisor Hamadeh: So James, you talked about Board Policy 2.02 number 9. Senator Roe: Now this makes sense to me. They do the process together and that's fine. President Garcia: They might change the word 'delegated' but that's all. At the last meeting there was some discussion about what 'delegated' means. But honestly, I think it's going to stay the same. Vice President Inatov: So, if they may change it, we don't need to vote on this one? Advisor Schaefer: The vote is acceptance with recommendations.

Motion to accept District Board policies by Senator Silva and seconded by Senator Xu. Hearing no objection, the motion carried. Advisor Hamadeh: These ones are pretty mundane. They are just cleaning up changes and stuff but sometimes the changes in here really impact students. So even if this time it seems a little mundane, but in the future it might be a little more impactful. President Garcia: Make sure you do read them because they could have an impact.

By a vote of 12 in favor, 0 opposed, and 0 abstaining, the motion to accept the District Board policy passes.

**g. Proposed Changes to the Printed Schedule of Classes – President Garcia**

President Garcia: It was at our last IPC meeting there was some discussion about possibly getting rid of the printed schedule. Like the ones that we receive through the mail and are in Building 17. I think that the reason why is that they're expensive. Advisor Hamadeh: There are a couple of reasons. IPC is asking all of the constituents to take this back and get feedback. Some people are ready to just get rid of the printed schedule and some people are just talking about revising it so that instead of including all the other stuff, it just is a list of classes. Rather than have all that information, and the Featured Students, and all that other stuff in there, just a list of classes. As soon as the schedules are printed it is obsolete. Classes change, teachers change and then it is no longer accurate. There is a lot of production involved and the Instruction Office has to deal with, Admission office has to deal with it, and other areas have to deal with it. There is a lot that goes on behind the scenes. It is expensive to print it because one copy goes to every home in Burlingame, San Mateo and Foster City, I believe. President Garcia: As Fauzi said, sometimes there are changes and there are a lot of students who call and get very mad about it and they're kind of tired of hearing that. Personally, and I did tell them how I feel, I love the printed schedule because I'm always highlighting and circling stuff. I wanted to ask you guys how you felt about it. I know you can find your classes online but sometimes it's a little overwhelming. Senator Xu: Besides the printed schedule, we do give out the catalog that has everything about the classes in it. But personally, if I'm trying to look up just my classes, I don't need to look at all the other classes. I'd probably just look them up online and that is perfectly fine with me. Vice President Inatov: There is an issue. There are students who don't use the online schedule and want to have the printed schedule. And there are students who just use online to choose their classes. So they are trying to find a solution for everybody. So as Fauzi said, they are talking about

having a schedule for students that is just a list of classes and they will have another schedule that they will send to the public. It will have the same information but more. Advisor Hamadeh: Just to follow up, the catalog is not going away. That, by our accreditation standards and various other requirements, we have to publish. So that is not going away. We are just talking about the printed schedule. Senator Ayestas: I don't know if they've thought about reducing the number of copies they're printing, but usually people just get thrown out. Maybe that will just be for people who are interested. For example, we could have like 50 copies in Student Life for people who want them because a lot of people aren't using them. Senator Ferroggiaro: I know as a brand new student it was very helpful to understand what was going on with the online system. So I think that's something we should keep. I think the revised schedule, with cutting out all the unnecessary stuff, will significantly cut down on printing costs. I'm not sure but maybe it would reduce it by an ounce. I don't know how much it costs to mail these things. As a continuing student I actually do use it. Like in my study group, there is usually 3 or 4 of us and we whip it out and start circling and highlighting. And we're all in the same room doing it together so I think there's some value to having a piece of paper in front of you. Vice President Inatov: What about just reducing it? Senator Ferroggiaro: That's what I'm suggesting. Like Fauzi said, getting rid of all the unnecessary stuff. I can see how it's important to still have the parking permit info in there. Some students don't know about things and they see that and know, "Hey I have to have a parking permit." There are a lot of things in there that are valuable but maybe look at how they are doing. Maybe they can cut down on some of the unnecessary stuff. Senator Trump: Like Rueben said, maybe we could just have copies in the Student Life Center and Building 10. And maybe just have the important dates on it and maybe expanding on that calendar. I find myself usually taking 3 or 4 but then I usually end up going online anyway. If we really limit it but make sure that the people who really want it can get it, I think that may be a solution. President Garcia: Yeah maybe not sending it to all the houses. I get one and I live in San Bruno. Senator Trump: I've never gotten one actually. Senator Roe: For me, I was going to say that I was all over it my first semester but after that I really just used the catalog and online. So as far as sending it out, as a first year student it can be very helpful but after that I wouldn't need it. But I think we should definitely send it out to first semester students. Senator Xu: So about the copies that we send to people's houses, do we have to do that? President Inatov: Well that's their marketing. Senator Xu: Because I got a copy somewhere else and then I got one at my house and I think it's kind of a waste. Advisor Hamadeh: I can comment on that. The schedule classes is the single biggest marketing component that the college does. That's the only thing that says College of San Mateo that goes out to basically every home in our service area. Advisor Schaefer: God knows that if we didn't send it out everyone would forget we're here. Advisor Hamadeh: I haven't seen it yet but apparently Canada has cut down their schedule a lot and is doing very limited kind of thing. President Garcia: I think it's like 2 pages or something. It's really thin. I do think we should send out something at least for marketing. Advisor Hamadeh: There is some talk of creating a PDF on the website and emailing students the link. And then those that wanted a printed copy could print it out themselves. Secretary Exner: I think that's brilliant. That sounds like a solution right there. Senator Ferroggiaro: Maybe we can have an opt-out option for people who do not want them mailed to them. That would save the district a lot of money. And though I've lived out of the county, I've always gotten one every semester. Advocacy Board Chair Trump: Just like Fauzi said, why don't we just email the students a PDF of the class schedule to the continuing students? And then we send out the printed version to first year students. That could be part of the First Year Experience they are trying to implement. President Garcia: We will be discussing this at the next IPC meeting. If you have any questions email them to me. Advisor Hamadeh: Let's just do a quick straw poll right here. How many of you would be in favor of eliminating the printed schedule of classes entirely? Vice President Inatov: Nobody. Advisor Hamadeh: So maybe just a refined version. Advisor Schaefer: One of the things I wanted to say was that one thing that could be suggested is that the campus could do some sort of campaign about not using so many. I think it's incredibly handy to have the printed ones. It's good for older students and people who don't have access to the Internet all the time. My other



concern is that we have them in the office, I see the same students grabbing them over and over again. They leave them on the tables and Nick and Tim have to clean them up. Maybe there could be a push or we could something in an email that says reuse them and don't use so many. Hold on to it. Advisor Hamadeh: The only thing with that is if they are going to print the summer schedule they need to start printing them now. So I don't know how much wiggle room we have but I can take to IPC. Senator Trump: Yeah, it could be part of going green. Advisor Hamadeh: If there are changes there needs to be an education campaign as to what they are and why. Senator Xu: We could use activities to encourage students to get their ID. Like you need to show your ID for free food. We do a lot of things to encourage them. Vice President Inatov: If you guys have any more questions or suggestions you can send it to Maggie.

**h. ASCSM Winter 2015 Retreat Debrief – Advisor Schaefer:**

Vice President Inatov: But Marissa and Lana are not here. Senator Xu: I thought you just want us to talk about it. Advisor Schaefer: Yes, go ahead. Senator Xu: I think it was very good. I liked some of the activities like the Life one. I think it really helped to connect with each other. After that I feel like we know about other people's lives, what they went through and their personalities. I feel it was something great but one thing was I feel like next time we should try to keep it to 5 or 7 minutes each because it went on too long. It was like 3 to 4 hours. President Garcia: We need a new bus driver. Advisor Schaefer: Nobody brought that up because everybody realized that was the biggest snafu. I already filled in Maggie but so the whole group knows, you did get a sizeable discount. What essentially happened is the driver does not regularly drive for them and didn't have the key to get into the bus. He actually came to CSM and was waiting for us here instead of picking us up and taking us here. The President of the company personally took responsibility. Another thing is we didn't go to the boardwalk but we bought you the tickets. So you guys can schedule it and go down there as a group activity when you can. Vice president Inatov: I'm so glad I went to this retreat. I learned so much information and got new leadership skills. The things I learned are so useful. It actually really helps in the future even if it's not helping right now. For those who didn't go, you guys should attend those retreats. And they are fun so you should take advantage of the resources that are provided. It was really good teamwork that brought us together. Senator Duarte: I think it was a very good retreat. It was awesome and I want to congratulate everyone. Vice President Inatov: Let's give a big round of applause for Aaron and Fauzi. Advisor Schaefer: The only feedback I have, and again it's positive, is I think all of you guys did a really good job and I want to thank you for going. And for those who didn't, I think everyone had legitimate reasons. The one thing I thought was really good, and I hope we can carry this over to the Summer retreat, is I thought having people from the boards there was really beneficial. I think they got to know you and you them a little better and I think they got more invested in student government. Those are the person we are hoping to build our Senate from next year along with anyone who is staying here and want to continue participating. I hope that during the summer we identify students that didn't join Senate but still want to stay on Boards. I want to see if they want to be on Programming Board because I think it really adds to campus diversity of CSM. Thank you guys, you did a wonderful job.

**IX. Future Agenda Items**

- a. Valentine's Day debrief.
- b. Reboot Week debrief.
- c. Advisor Hamadeh: The college and the district are going to be rolling out some new videos that deal with changes to Title 9, about sexual violence and relationship abuse. Jenifer Hughes is going to come and talk to you about those and show you a portion of some of the videos. Advisor Schaefer: I will not be in on Wednesday and Fauzi will not be in on Thursday.

**X. Final Announcements & Hearing of the Public**

None.

**XI. Adjournment**

Motion to adjourn meeting at 3:42 pm by Senator Silva and seconded by Senator Ayestas. Hearing no objections, the meeting is adjourned.