



## Senate Agenda

Monday, September 21, 2015, 2:15 PM

College Center Building 10, City View Conference Room (Room 401)

*The public is invited and encouraged to attend all ASCSM 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 Senate on non-Agenda items during the Announcements & Hearing of the Public items on the Agenda. Members of the public may participate in discussions only when recognized by the Chair.*

- I. Call to Order**
- II. Roll Call**
- III. Approval of the Agenda**
- IV. Approval of the Minutes of Prior Meeting(s)**
- V. Announcements & Hearing of the Public**

*At 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.*
- VI. Reports**
  - a. Officers**

i. President	Sennai Kaffl
ii. Vice President	Samantha Trump
iii. Finance Director	Danuta Wang
iv. Vice Chair	James Roe
v. Secretary	Tim Exner
  - b. Senators**

*Including reports from ASCSM boards and committees, ASCSM task forces, College and District participatory governance committees, and reports from other boards, committees, or organizations.*
  - c. Advisors**
    - i. Aaron Schaefer, Student Life and Leadership Manager
    - ii. Fauzi Hamadeh, Student Life and Leadership Assistant
- VII. Unfinished Action, Discussion, and Information Items**
  - a. Appointments – President Kaffl**

*The Senate shall discuss and consider any and all appointments and/or recommended appointments to the Senate, the Advocacy Board, the Cultural Awareness Board, the Programming Board, any College and/or District participatory governance committees, and/or any other appointments that may be deemed necessary; possible action to take place.*
  - b. Legislative Bill – Advocacy Board Chair Wallace**

*The Senate shall discuss and consider recommendations from the Advocacy Board regarding positions on local, state, and national legislation that may have an impact on students; possible action to take place.*
  - c. ASCSM Goals for 2015/16 – Advisor Schaefer**

*The Senate shall discuss and consider establishing goals for the 2015/16 academic year; possible action to take place.*

**d. ASCSM Goals for 2015/16 Action Plans – Advisor Schaefer**

*The Senate shall discuss and consider establishing action plans for the ASCSM Goals for the 2015/16 academic year; possible action to take place.*

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

**a. Active Minds PostSecretU Event – Active Minds Club**

*The Senate shall discuss and consider the request from the Active Minds Club to support the purchase of a PostSecretU event kit for an upcoming club activity; possible action to take place.*

**b. CSM High School Jazz Festival – CSM Director of Bands Mike Galisatus**

*The Senate shall discuss and consider the request to support the 19th annual CSM High School Jazz Festival on Friday, Nov. 20, 2015; possible action to take place.*

**c. Club Fair – Vice Chair Roe and Advisor Hamadeh**

*The Senate shall discuss and consider the request to support the annual Club Fair event, scheduled for Tuesday, Sept. 29 and Wednesday, Sept. 30, 2015; possible action to take place.*

**d. Student ID Card Promotion and Discounts/Incentives – Advisors Schaefer and Hamadeh**

*The Senate shall discuss and consider ways in which to promote and increase the value of the Student ID Card through discounts, incentives, and other opportunities; possible action to take place.*

**IX. Future Agenda Items**

*At this time, members of the Senate may suggest agenda items for consideration for future meetings.*

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

*At this time, members of the Senate and members of the public may voice any concluding comments.*

**XI. Adjournment**

## Senate Minutes (Unapproved)

Monday, August 31, 2015, 2:15 PM

College Center Building 10, College Heights Conference Room (Room 468)

- I. **The meeting was called to order at 2:19 PM.**
- II. **Roll Call**
  - a. **Members present:** President Sennai Kaffl; Finance Director Danuta Wang; Vice Chair James Roe; Senators Jenine Elkady, Erik Ferroggiaro, Young-Min Kim, Grecia Mascareno, Katarina Stein, Daniel Wallace, Jielin Yu, and Marco Zavala.
  - b. **Advisors present:** Aaron Schaefer, Student Life and Leadership Manager; Fauzi Hamadeh, Student Life and Leadership Assistant.
  - c. **Members absent:** Vice President Samantha Trump; Secretary Tim Exner; Senator Laurie Chin.
- III. **Approval of the Agenda**
  - a. Motion to approve the agenda by Senator Ferroggiaro; seconded by Senator Stein. Hearing no objections, the motion carried.
- IV. **Approval of the Minutes of Prior Meeting(s)**
  - a. Minutes of the Monday, August 24, 2015 meeting were not available. Hearing no objections, the item was tabled until next meeting.
- V. **Announcements & Hearing of the Public**
  - a. None.
- VI. **Reports**
  - a. **Officers**
    - i. President Sennai Kaffl welcomed everyone to the meeting and expressed his hope that everyone is doing well. Mr. Kaffl reminded the Senate that Welcome Week would be held this week and that Senator Stein needed assistance with stuffing the giveaway bags after today's meeting.
    - ii. Vice President Samantha Trump was not present.
    - iii. Finance Director Danuta Wang reported that she attended the Institutional Planning Committee (IPC) meeting on Friday. She stated that there was a lot to learn, especially the vocabulary used at the meeting. Ms. Wang reported that IPC had discussed the District's Strategic Plan, which has four main goals: Develop and strengthen educational offerings; Establish and expand relationships with school districts, 4-year partners, and community based organizations; Increase program delivery options; and ensure necessary resources are available.  
  
President Kaffl added that he had also attended the IPC meeting and did quite a bit of listening. CSM President Mike Claire has invited the student representatives on IPC to lunch to provide them background on the committee and the College's planning process.
    - iv. Vice Chair James Roe reported that the first ICC meeting of the semester would be held on Wednesday, September 2nd.
    - v. Secretary Tim Exner was not present.

**b. Senators**

- i. Senator Wallace reminded the Senate that today is the final day to add semester-long courses via WebSMART.
- ii. Senator Mascareno reported that the Cultural Awareness Board would be meeting on Wednesdays from 11:10 AM to 12:00 PM. She is hoping to have the first meeting on Wednesday, Sept. 9. Mr. Schaefer reminded Senator Mascareno that At-Large Students needed to be appointed to the board before it could begin meeting.
- iii. Senator Stein reported that she and President Kaffl were coordinating their schedules and beginning interviews for the Programming Board. The Programming Board will be meeting on Mondays from 1:10 PM to 2:00 PM.

**c. Advisors**

- i. Aaron Schaefer, Student Life and Leadership Manager, reminded everyone that the Welcome Week event would be starting tomorrow. He reminded members of the Senate that they all should have signed up for at least one time slot to help out. Mr. Schaefer encouraged those who have signed up to make sure to be there for their shifts.

On a different topic, Mr. Schaefer reminded everyone that the last person out of the Senate Office in the evening should turn off all the lights and close the windows.

- ii. Fauzi Hamadeh, Student Life and Leadership Assistant, reported that the campus clubs and organizations are starting to get up and running. Mr. Hamadeh also stated that the Center for Student Life would be conducting eligibility checks for members of the Senate.

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

**a. Appointments – President Kaffl**

President Kaffl made the following appointments:

1. ASCSM Boards
  - Kurtis Casperson to Advocacy Board

Motion to approve by Senator Wallace; seconded by Senator Stein. Hearing no objections, the motion carries.

2. Participatory Governance Committees
  - Tim Exner to Accessibility/Americans with Disability Act Committee
  - James Roe (temporary) to Accreditation Oversight
  - Jenine Elkady to Basic Skills Initiative (BSI)
  - Erik Ferroggiaro and Katarina Stein to College Auxiliary Services Advisory Committee (CASAC) and District Auxiliary Services Advisory Committee (DASAC)
  - Laurie Chin to Center for Academic Excellence
  - Grecia Mascareno to College Assessment Committee
  - James Roe to Committee on Instruction
  - Laurie Chin to CSM Cares Steering Committee
  - Marco Zavala to DIAG (IPC) and DIAG Planning committees
  - Jielin Yu to Distance Education and Educational Technologies Committee
  - Sennai Kaffl to Academic Senate Governing Council
  - Sennai Kaffl, Samantha Trump, and Danuta Wang to Institutional Planning Committee (IPC)
  - Young-Min Kim to International Education Committee

- Danuta Wang to Learning Support Center Coordination Committee
- Daniel Wallace to Library Advisory committee
- Katarina Stein to Safe Zone Program Steering Committee
- Erik Ferroggiaro to Safety Committee
- Jenine Elkady (temporary) to Sustainability Committee

Motion to approve by Senator Ferroggiaro; seconded by Senator Wallace. Hearing no objections, the motion carried.

**b. Legislative Bill – Advocacy Board Chair Wallace**

None.

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

**a. Welcome Week Task Force Update – Programming Board Chair Stein**

Senator Stein reported that plans have been finalized for Welcome Week and the event would begin tomorrow. Over the three days, there will be food from Mountain Mike’s Pizza, Pacific Dining, and Mango Grill. There will also be radio stations on campus Tuesday and Thursday. On Wednesday, we will be partnering with the Student Connections Fair, so there will be no radio station. Additionally, Senator Stein requested members of the Senate help stuffing the giveaway bags after today’s meeting.

**b. Peer Educator Funding – Advisors Schaefer and Hamadeh**

Advisor Schaefer provided background on the Peer Educators, their role as part of the CSM Cares program, and the outreach they have done on campus surrounding topics such as suicide and stress. Mr. Schaefer explained that the funds provided by the Senate are used to provide stipends to the Peer Educators and support their events and activities. Last year’s Senate had approved \$10,000.00, but we only used a portion of that. The Senate requested an update on the Peer Educators before releasing additional funding. Due to the money that was saved, we are only requesting \$5,000.00 this year.

Motion to approve \$5,000.00 from the ASCSM Reserves to support the Peer Educators by Senator Stein; seconded by Senator Elkady.

The Senate inquired as to how many students the Peer Educators had worked out with and their exact role in working with students. Mr. Schaefer and Mr. Hamadeh explained that the Peers have done classroom presentations to several groups, including Middle College. In addition, the Peers staffed the “Every Life Matters” table in Building 10 at the end of last fall semester. The Peers have also received extensive training from Makiko Ueda, CSM’s Coordinator of Psychological Services, and from outside experts. This year, we are hoping to see the Peers do additional outreach activities and more classroom presentations on different topics. It is important to remember, however, that the Peer Educators are not counselors and are only to refer students to available services.

With a vote of 8 in favor, 0 opposed, and 0 abstaining, the motion to support the Peer Educators at \$5,000.00 from the ASCSM Reserves carries.

**c. Proposed Pick-up Shelter Near Building 5 – Senator Ferroggiaro**

Senator Ferroggiaro reported his concern that students waiting to be picked up in the roundabout near Building 5 are left exposed to the elements. He suggested that the Senate explore the idea of proposing a shelter be built adjacent to the roundabout that would provide shelter from the wind and the rain. Mr. Schaefer explained that such an endeavor would have to be undertaken by the College, but that if there is a demonstrated need, this is something the Senate could advocate to the administration. Members of the Senate asked if it would be possible to keep Building 5 open later to accommodate students rather than building a structure. Mr. Ferroggiaro indicated that is one option that could be explored, but that everything should be on the table. Mr. Schaefer suggested establishing a task force to work on ideas and

bring them back to the Senate. Senator Ferroggiaro and Vice Chair Roe volunteered to serve on the task force. Hearing no objections, the task force was established with Senator Ferroggiaro and Vice Chair Roe as members.

**d. Associated Students 2015-2016 Goals**

Hearing no objections, this item was tabled until the Monday, September 14, 2015 meeting.

**IX. Future Agenda Items**

The following items were suggested for a future Senate meeting:

- ASCSM Goals for 2015/16
- Welcome Week Debrief

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

- a. Senator Stein reminded the Senate that the first Programming Board meeting would be held on Monday, September 28.

At this time, President Kaffl asked if the orders of the day could be suspended and the Senate return to Appointments. Hearing no objections, the orders of the day were suspended.

President Kaffl made the following appointments (in addition to those indicated above):

- Vice Chair Roe to Advocacy Board
- Senators Elkady and Zavala to Cultural Awareness Board

Motion to approve by Senator Stein; seconded by Senator Zavala. Hearing no objections, the motion carried.

At the conclusion of this item, the orders of the day resumed.

**XI. Adjournment**

- a. Motion to adjourn at 3:49 PM by Senator Stein; seconded by Senator Ferroggiaro. Hearing no objections, the motion carried.

Submitted by,

Fauzi Hamadeh  
Student Life and Leadership Assistant

# ASCSM Senate - Vote Record for Monday, August 31, 2015

Peer Educators Funding									
Name									
Laurie Chin	ABSENT								
Jenine Elkady	Yes								
Erik Ferroggiaro	Yes								
Young-Min Kim	Yes								
Grecia Mascareno	Yes								
James Roe	N/A								
Katarina Stein	Yes								
Daniel Wallace	Yes								
Jielin Yu	Yes								
Marco Zavala	Yes								
Samantha Trump (in case of tie)	N/A								

*Fauzi Hamadeh*

Verified by Fauzi Hamadeh, Student Life and Leadership Assistant

## Senate Minutes (Unapproved)

Monday, September 14, 2015

2:15 pm

College Center Building 10, College Heights Conference Room (Room 468)

- I. **The meeting was called to order at 2:15 pm.**
- II. **Roll Call**
  - a. **Members present:** President Sennai Kaffl; Vice President Samantha Trump; Finance Director Danuta Wang; Vice Chair James Roe; Secretary Tim Exner; Senators, Laurie Chin, Jenine Elkady, Erik Ferroggiaro, Young-Min Kim, Grecia Mascareno, Katarina Stein, Daniel Wallace, Jielin Yu, Marco Zavala.
  - b. **Advisors present:** Aaron Schaefer, Student Life and Leadership Manager.
  - c. **Members absent:** None.
- III. **Approval of the Agenda**
  - a. Motion to approve the Agenda by Senator Ferroggiaro and Seconded by Senator Mascareno. Hearing no objections, the motion is carried.
- IV. **Approval of the Minutes of Prior Meeting(s)**

Senator Ferroggiaro stated that there was an error in the Minutes. He stated there was an item missing. Secretary Exner pointed out that these are the Minutes from the Monday, August 24th meeting. He stated that Advisor Hamadeh will supply the Minutes from August 31st at the next meeting. Senator Ferroggiaro retracted his statement that there was an error.

  - a. Motion to approve the Minutes of the Monday, August 24, 2015 meeting by Senator Ferroggiaro and seconded Senator Stein. Hearing no objections, the motion is carried.
- V. **Announcements & Hearing of the Public (15 minutes per topic, 3 minutes per speaker)**
  - a. None.
- VI. **Reports**
  - a. **Officers**
    - i. **President Sennai Kaffl** greeted everyone and stated that there are a lot of new appointments to be made. There are a lot of events to get started on. He stated that he was glad to see a lot of new faces because we need lots of people to help with these events. Finally, President Kaffl stated that he's excited about all the interest in student government and let's have a great year.
    - ii. **Vice President Samantha Trump** greeted everyone and stated she hope their classes are going well. She encouraged all Senate members to promote student government in their classes, tell them about us and invite them to meetings.
    - iii. **Finance Director Danuta Wang** introduced herself to the new people and stated that she was the Finance Director and would be responsible for the budget.
    - iv. **Vice Chair James Roe** stated that the Club Fair will be a two-day event. He stated that it will be held either Tuesday, September 29th and Wednesday, September 30th or Wednesday, September 30th and Thursday, October 1st. We don't have the days quite finalized yet. Vice Chair Roe stated that he wanted to point out that anytime Associated Students members see flyers or posters around the campus, that have an expired stamp or no stamp at all, they can and should take them

down. He stated that many are job offer scams and regardless of what they are they are supposed to go through Student Life and be stamped. Advisor Schaefer explained that anyone may post on the outside Free Speech Boards. Secretary Exner stated that they should never post or remove anything from the Veterans' Board outside of the VROC (Veteran's Resource Center). Senator Stein stated that it's usually OK to post on there if you ask them first.

Vice Chair Roe stated that he has created a cleanup list for the Senate Office. It is key areas that should get a quick cleanup to keep the office neat and organized. He stated he wrote everyone's name on cards and randomly put them in pairs of two people per week. Vice Chair Roe stated that he would pass the list around and would also write it on the calendar. He stated that, ideally, it should be done on Friday but if you aren't here on campus Friday do when you are here. Secretary Exner stated that he thinks that everyone should make an effort to also keep the prep room clean. He stated that 90% of the mess in there is from the Associated Students and the clubs. He stated that they are totally willing to help but now, especially since Nick is no longer here, he will be extremely busy with the front desk. Finally, Secretary Exner stated that all the help they can give him keeping the place clean would be greatly appreciated.

v. **Secretary Tim Exner** had no report.

**b. Senators**

- i. **Senator Ferroggiaro** stated that Kathy Diamond had sent him the link for the next volunteer project at Huddart Park. He will forward that link to the Senate members so they can sign up. He stated that he will also pass around a list at next Monday's Senate meeting on which you can put your contact information to give to her in case she needs to get ahold of you. It will only be given to her and will be destroyed at the end of the project. It is the same project we did last year.

Senator Ferroggiaro stated that he and some of the Senators were considering getting a coffee pot for the Senate Office. He stated that they wanted to bring it up so they could discuss what kind to get, the price, and collect money or whatever is necessary to get a coffee pot in the office. Advisor Schaefer stated that they must first get him and Advisor Hamadeh's permission. He stated he has removed two coffee pots in the past because no one cleaned them. Senator Ferroggiaro stated that they could clean it after each use. Advisor Schaefer stated that if it was kept clean and someone purchased it they would give it a try. He explained this is not something the AS should be buying for themselves. Finally, Advisor Schaefer stated that if it was not kept clean it would be thrown out and the coffee privileges would be revoked.

**c. Advisors**

- i. **Aaron Schaefer, Student Life and Leadership Manager**, stated that it has come to his attention that people are leaving food around the office and not cleaning up after themselves. Please do your colleagues a favor and when you are done eating throw it out. He stated that if they have something half eaten or an open soda that they don't want, please throw them away outside the office. If facilities forget to get the trash in the office, it stinks and we also get ants. Advisor Schaefer stated that if you bring food to share and leave it there, that is fine but take it when you leave for the day.

Advisor Schaefer stated he wanted to reiterate what Secretary Exner said about the prep room. He stated that they need to keep that area tidy, as it is not Tim or any Student Assistant's job to clean it. They will certainly be there to help when they are available but it should be cleaned after every event. Advisor Schaefer stated that they should schedule time either that Thursday or Friday to come and clean it up and put everything away. Cleaning up after an event does not mean just shoving everything in the prep room. He stated that it means putting everything back where it came from and putting the carts in the storage room down the hall from the Prep Room. This

includes clubs. Whoever uses the Prep room needs to clean it up afterwards and not leave it. He stated that Tim can show you where things belong.

Advisor Schaefer stated that Advisor Hamadeh had sent out the application for those of you who would like to go to the CCCSA Conference. He stated that the conference takes place October 23rd through October 25th. He explained that we will leave CSM in the afternoon Friday and leave there Sunday morning. He stated that the applications are due this Thursday by 4:30 PM. Advisor Schaefer stated that there is space for 8 applicants so please apply if you are interested.

Advisor Schaefer explained that Advisor Hamadeh is on an interview-hiring panel today.

- ii. **Fauzi Hamadeh, Student Life and Leadership Assistant**, was not present.

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

### **a. Appointments – President Kaffl**

President Kaffl stated that he would first like to talk about the Participatory Governance Committees. He stated that he had met with President Claire and talked about him coming to the Senate meeting to discuss the senators' roles in serving on the committees and what you can achieve as a member of the committees. He stated that he attended the IPC meeting and didn't really participate too much. President Claire stated that he understood, as there was no orientation. President Claire suggested that he come and talk to the other Senate members who may also be facing the same situation. President Kaffl stated that President Claire couldn't make it this week as he had spoken to him after the Agenda had been set. He may be able to attend the Senate meeting next week or the following week. President Kaffl stated that as we are all now on these committees it would be good to know what all of our roles are. It's also an opportunity to get to know President Claire a little and learn what he expects from us. President Kaffl stated that there are a few positions open on some of the committees. He stated that any interested Senators who have available time in their schedules should message him. He explained that for the committees that are meeting he would expect some reports back from the Senators who are serving on them. He stated that he will want to know what was discussed at the committee meetings.

President Kaffl stated that he would now like to proceed with the Board appointments. Advisor Schaefer stated that we are going to deviate from procedure slightly. As there are so many, and in interest of time, we are going to do all of the appointments for each board at once. He stated to the Senators: that if they have questions for the Board applicants, please keep them concise and relevant.

President Kaffl stated that he will do the appointments for the Cultural Awareness Board first. He stated that Martha Reyes Cruz, Noemi Marin, Jorge Taffola Hernandez, and Luis Hernandez are to be appointed to the Cultural Awareness Board. Senator Mascareno Stated that Jorge and Noemi are unable to be here, as Jorge is on the track team and Noemi has a class conflict. Advisor Schaefer stated that we can appoint them since they are school-related obligations. President Kaffl asked the applicants present to introduce themselves and tell the Senate a little about themselves and why they want to join the Cultural Awareness Board, which they each did.

Motion to approve appointing Martha Reyes Cruz, Noemi Marin, Jorge Taffola Hernandez, and Luis Hernandez to the Cultural Awareness Board by Senator Ferroggiaro and seconded by Vice Chair Roe. Without objection, the motion passes. All of the Cultural Awareness Board applicants were approved.

President Kaffl Stated that he will now proceed with the appointments for the Programming Board. He stated that Jacky \_\_\_\_\_, Kelvin \_\_\_\_\_, Luke Awwad, Cameron Webster, Anastasia \_\_\_\_\_, Angelina Gica, Udiel Medina Ramirez, Fuiva "Lex" Manukainiu, Nadie \_\_\_\_\_, and Alison \_\_\_\_\_ are to be appointed to the Programming Board. President Kaffl asked the applicants present to introduce themselves and tell the Senate a little about themselves and why they want to join the Programming Board, which they each did.

Motion to approve appointing Jacky \_\_\_\_\_, Kelvin \_\_\_\_\_, Luke Awwad, Cameron Webster, Anastasia \_\_\_\_\_, Angelina Gica, Udiel Medina Ramirez, Fuiva “Lex” Manukainiu, Nadie \_\_\_\_\_, and Alison \_\_\_\_\_ to the Programming Board by Senator Stein and seconded by Senator Chin. Without objection, the motion passes. All of the Programming Board applicants were approved.

Senator Wallace stated that Tristan, the applicant for the Advocacy Board, is overwhelmed at the moment and has decided to postpone being appointed until he’s less overwhelmed. Advisor Schaefer stated that that was sensible.

**b. Legislative Bills**

None.

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

**a. Transfer Day Student Pizza Give Away – Transfer Club**

President Kaffl explained that Transfer Day is an event to which many different colleges and universities are invited. They will have tables in the College Center Bayview Dining Hall to talk about transferring, what they require and what they offer. If the students visit three of the tables they can have a free slice of pizza. The Transfer Club is requesting \$250.00 to fund the purchase of pizzas for the Transfer Day event.

Motion to approve \$250.00 from Account #5031 to fund the purchase of pizzas for the Transfer Day event by Senator Ferrogiaro and seconded by Vice Chair Roe.

Advisor Schaefer explained that the Associated Students have been funding this event for about five years and it, as well as the other things that Transfer Club generally requests, have a great impact on the students. President Kaffl stated that President Clair stated that the Associated Students could have a table and it would be a perfect opportunity to spread awareness about student government and recruit students to join.

By a vote of 10 in favor, 0 opposed, and 0 abstaining, the motion is carried.

**b. ASCSM participation in Transfer Day – President Kaffl**

President Kaffl stated that we need Senate members to participate and help support Transfer Day. He stated that the AS needs to be there because he feels confident that people will want to join student government.

The Senate discussed at length the problems caused when people don’t fulfill their commitments, such as during Welcome Week. President Kaffl and Advisor Schaefer stressed the importance of doing what you have committed to doing. Secretary Exner suggested that, to avoid such communication breakdowns in the future, they use group texts. He stated that the Vice Chair of each board should have each board member’s number, and they should have the Vice Chair’s number.

Vice President Trump stated that they would only need 2 people at a time so if 2 people are already signed up for a timeslot then don’t sign up for that one. Advisor Schaefer stated they can tell people about student government and the boards and hand out promotional items and pizza. President Kaffl reiterated that it’s a great opportunity to inform and recruit students. Finally, he stated that he will pass around a sign-up sheet.

**c. ASCSM Co-Sponsorship of DIAG Events and Respect & Acceptance Campaign – Dr. Henry Villareal, CSM Dean of Enrollment Services**

**i. DIAG Events Co-Sponsorship**

Dean of Enrollment Services Villareal explained that the Diversity in Action Group (DIAG) will be holding a series of events this year. He passed around a flyer for the first event on Friday, September 18th, which features speakers Dolores Huerta, co-founder of United Farm Workers of

America and California State Assembly member, Rob Bonta. Dean Villareal stated that DIAG is asking the Associated Students to Co-sponsor these events along with the Puente Project, Academic Senate, the Center for Academic Excellence, and the Basic Skills Committee. He explained that they are not asking for any funds from the Associated Students, just their support of the events and the project. He stated that if his request is approved the flyer, which includes the Associated Students, will be distributed. Dean Villareal stated that the other flyer lists the other events that are confirmed for this semester. He stated that there may be other events coordinated but the flyer lists the ones that are confirmed at this time. He stated that if there are additional events the Associated Students would be notified.

Motion to approve co-sponsoring the Diversity in Action Group events by Senator Ferroggiaro and seconded by Vice Chair Roe.

President Kaffl Asked if co-sponsoring these events meant running the activities or just supporting them. Dean Villareal stated that it would primarily be supporting the events, as they will have students groups, faculty or staff running the events. Senator Mascareno asked if the Puente Club had been contacted to help. Dean Villareal stated that yes they had and they are helping coordinate the Dolores Huerta event. Senator Stein asked if they wanted AS members to just show up to events and invite other students. Dean Villareal stated that that is what they want and you will be acknowledged for being there and supporting us. Senator Mascareno stated that, as she is the Cultural Awareness Board Chair, she can have her team contribute to your events. Vice Chair Roe stated that if Dean Villareal needs more help in the future we can provide it.

By a vote of 10 in favor, 0 opposed, and 0 abstaining, the motion is carried.

**ii. Respect & Acceptance Campaign Co-Sponsorship**

Dean of Enrollment Services Villareal explained that the Respect & Acceptance Campaign is a pledge of Respect and Acceptance. He passed around a copy of the pledge, which reads as follows:

*CSM Pledge of Respect and Acceptance*

*I commit to confront all forms of hate, bigotry and bullying at CSM. I will speak out in the face of intolerance based on race, ethnicity, sexuality, gender, religion, ability or any other factor. I will work together with my CSM College Community to create a safer, more inclusive campus for all.*

Dean Villareal stated that the background of this pledge is that a student last year heard someone use the n-word in front of her. She happens to be an African American student and was very discouraged to hear this offensive word said right in front of her. Dean Villareal states that it was two Anglo students who weren't directing it at her, but rather using it in a casual manner between themselves. Nonetheless, the word has a very negative connotation. He stated that it is used loosely around the campus and in the community. She was referred to me, and in talking to her, it became clear to me that anytime a word is offensive to someone we need to be cognoscente of how it impacts other people. He explained that the n-word is only one example and that many other words that can be hurtful to other individuals. Dean Villareal stated that, in speaking to DIAG about the incident, they came up with the idea of having a pledge that would state that we are committed to having a community of respect and acceptance here at CSM. He stated that that means respect and acceptance for everyone regardless of race, religion, sexual orientation, or anything else. He stated that that is what this campaign is all about. Dean Villareal stated that he is asking the Associated Students to be a co-sponsor of this pledge. He stated that they will kick off the Respect and Acceptance Campaign at this Friday's event. He stated that all the same groups that are co-sponsoring the DIAG events are also co-sponsoring this pledge.

Motion to approve supporting the CSM Pledge of Respect and Acceptance be Senator Stein and seconded by Senator Elkady. Hearing no objections, the motion to support the pledge is carried.

The Senate then discussed at length how to possibly handle different situations of disrespect or intolerance.

**d. Welcome Week Debrief – Programming Board Chair Stein and Advisor Schaefer**

Programming Chair Stein stated that she felt Welcome Week could have gone a lot better. She stated that there were several people who didn't show up when they said they would and that adversely affected the event. She stated that she regrets that she was unable to be there 2 of the 3 days due to her classes, but that's what Programming Board is for and now that we are coming together we will have a solid group of people to be there when they've committed to being there. Senator Chin stated that the first 2 days they also dealt with issues that were out of their control, as well as the lack of people showing up when they were supposed to. She stated that she felt there should have been at least 5 people there and that most of the people who did help out were not Senate members. Finally Senator Chin stated that the canopies kept blowing away. Senator Roe reiterated what Programming Board Chair Stein and Senator Chin had said about the event. He stated that several people didn't show up, and random people were helping out. He also mentioned the problems with the canopies.

President Kaffl stated the importance of Associated Students members to man the tables and events. He doesn't like having random people helping out that he doesn't know, and who could potentially hurt the reputation of the AS, or steal something. He doesn't want that to happen again unless we know who they are. President Kaffl stated that there was a guy handing out stuff for us and he didn't even know who he was, so he asked if he was in student government and he said no, he just saw an empty tent and wanted to hand out stuff. President Kaffl stated that he politely explained that that is something for the Associated Students to do. He stated that he then thanked him, and encouraged him to join one of the boards. President Kaffl stated that that would have not happened if student government members were there, as planned.

Cultural Awareness Board Chair Mascareno stated that many students had told her they haven't received any emails about student government. Advisor Schaefer stated that they haven't sent them out yet. He explained that they have been a bit understaffed due to Nick's absence and then departure. Advisor Schaefer asked Secretary Exner if Advisor Hamadeh had given him the list of emails. Secretary Exner stated that he had not. Advisor Schaefer explained that Secretary Exner has many responsibilities, in addition to being your Senate secretary, as he is also the office assistant and a Peer Educator. Finally, Advisor Schaefer stated that they will send out a mass email and that it would be sent out soon.

Finance Director Wang stated that they have previously discussed the problems with the canopies and the wind and nothing had been done. Secretary Exner concurred and stated that that had been an issue as long as he had been at CSM. He stated that you usually have to have 2 extra people just to hold them down. Then Senate then discussed different ideas to secure the canopies such as buckets full of water from the fountain or sandbags. Advisor Schaefer explained why those wouldn't be acceptable. Secretary Exner suggested coming up with a proposal to purchase something. Advisor Schaefer suggested they use some buckets partially filled with a little cement, He stated that a proposal wasn't necessary and that this was something that could be purchased out of petty cash.

In closing, President Kaffl stated that he wanted to stress the importance of fulfilling your commitments.

**e. ASCSM Participation in Beach Clean-Up – Programming Chair Stein**

Programming Board Chair Stein stated that she was proposing a community service project for the Associated Students to participate in. She stated that in Half Moon Bay, where she lives, there seems to be way more tourists than ever and, resultantly, more trash on the beaches than ever. She is requesting

that members of the ASCSM participate in a beach clean up for a couple hours one weekend. Finance Director Wang asked if the clubs could participate. Advisor Schaefer stated that they could. He stated that all we need is a signup list so we know how many gloves and buckets, etc. we need. Then you need to arrange a time. Vice President Trump asked if this would be something the Senate would like to participate in. Those senators who are available said they will. Finance Director Wang asked if the clubs could earn service hours for participating. Advisor Schaefer said yes they could. Programming Board Chair Stein stated she will pick a date and time and send out a signup list.

**f. ASCSM Goals for 2015/16 – Advisor Schaefer**

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

**g. ASCSM Goals for 2015/16 Action Plans – Advisor Schaefer**

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

**IX. Future Agenda Items**

- a. Senator Chin suggested trying to get professors to add information about Psych Services. She stated that she knows the Peer Educators are trying to do classroom outreach but she would like to propose that teachers add information about our counseling services to their syllabuses. Advisor Schaefer stated it was a good idea but he would like to research it more and gauge the reaction before making it an Agenda item. Senator Chin stated that, as she is on the CSM Cares Committee, she could discuss it with them. Advisor Schaefer stated that he will talk to a few people and then he and Senator Chin will discuss it further.

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

- a. Secretary Exner stated that the Peer Educators are looking for team members and, though the Senate members can't be Peers due to a potential conflict of interest, if you know responsible, outgoing people who you think would help, please tell them to go on the Job Links page and apply. He also stated that the Active Minds Club is in need of officers so if anyone is interested to please come and talk to him, as he is the President.
- b. Advisor Schaefer introduced Maggie Garcia, last year's Student Body President.

**XI. Adjournment**

- a. Motion to adjourn meeting at 3:56 pm by Vice Chair Roe and seconded by Senator Chin. Hearing no objections, the meeting is adjourned.

Submitted by,

/s Tim Exner  
ASCSM Secretary

# ASCSM Senate - Vote Record for Monday, September 14, 2015

Name	Transfer Day Pizza	Co-Sponsorship of DIAG Events	ASCSM Goals for 2015/16	Action Plans for 2015/16 Goals	RESPECT & ACCEPTANCE
Laurie Chin	YES	YES			YES
Jenine Elkady	YES	YES			YES
Erik Ferroggiaro	YES	YES			YES
Young-Min Kim	YES	YES			YES
Grecia Mascareno	YES	YES			YES
James Roe	YES	YES			YES
Katarina Stein	YES	YES			YES
Daniel Wallace	YES	YES			YES
Jielin Yu	YES	YES			YES
Marco Zavala	YES	YES			YES
Samantha Trump (in case of tie)					

*Tim Exner*

Verified by Tim Exner, ASCSM Secretary

## **Appointments**

There is no printed material related to this item.

**Legislative Bills**

There is no printed material related to this item.

# ASCSM Goals 2015/16

1. Increase support and collaboration of campus clubs.
2. Focus on group cohesiveness, communication, and involvement.
3. Increase student involvement, activism, and participation.

4.

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5.

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**ASCSM Goals for 2015/16 Action Plans**

There is no printed material related to this item.

SEP 10 2015

CSM Center for Student Life

Handwritten initials



# ASCSM Student Senate/ICC Proposal Form

**Instructions** This form must be filled out and submitted for review by the ASCSM Executive Cabinet in time for inclusion on the Student Senate Agenda. Please check with the Center for Student Life for information about the current deadline.

For the meeting of 9/16/2015

Title of Proposal Active Minds Post Secret Event

Being Proposed by Active Minds Lead Coordinator Timothy Exner

Event Date(s) if applicable November 2015 through end Fall Semester

Forwarded to the Student Senate by:

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

ASCSM Account Number/Name

Please provide an explanation of the proposal; the benefits to CSM students; an estimate of costs and work involved; the officers, employees, and volunteers who will do the work; the time and place of the event; and all other pertinent information.

Active Minds PostSecretU is a campus based community art project that uses submitted secrets to spark change and programming potential on campus. These live art displays encourage conversation regarding mental health and raise important issues that may be hidden to the community. This project will let students know they are not alone in their struggles and directs them to the appropriate resources. All the Active Minds CSM chapter members and club officers will be involved, as will the student body and perhaps even the staff. The kit for the event which includes 2000 postcards, customized sticky notes, t-shirts, pens, stickers and a programming guide costs between \$250 and \$375. The club hopes to display the finished project in Building 10. The club cannot implement the project without the kit because it is trademarked by Frank Warren, the original creator of PostSecret. CSM will benefit as a whole by educating students and fostering a more open and connected campus community.

Make a list of all the estimated expenses that will be incurred in order to fund the program outlined above. Be as specific as possible. Attach estimates for items or services over \$100 when possible. Include labor, materials, supplies, equipment, rental fees, advertising costs, etc.

Item Description	Cost
1. <u>PostSecretU Program Kit</u>	<u>\$ 375.00</u>
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
<b>Total Costs</b>	<b>\$ 375.00</b>

**For ASCSM Secretary Use Only**

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
 Result of Vote In Favor \_\_\_\_\_ Opposed \_\_\_\_\_ Abstained \_\_\_\_\_ Passed \_\_\_\_\_ Failed \_\_\_\_\_

## COLLEGE OF SAN MATEO JAZZ FESTIVAL PROPOSAL

The 19<sup>th</sup> Annual College of San Mateo Jazz Festival is a not for profit event hosted by the CSM music department. This event is designed as an educational tool for high school jazz programs in San Mateo County and the greater Bay Area. There will be eighteen high school jazz groups performing throughout the day beginning at 8:00 AM and ending at approximately 6:00 PM. Each group will receive a workshop and recorded critiques of their performances by noted jazz educators. In addition, there will be clinicians giving workshops in the areas of woodwind performance, brass performance, and rhythm section performance. The event will be held in the College of San Mateo Theatre on Friday, November 20, 2015.

There will be a free noon concert featuring the College of San Mateo Monday Evening Jazz Ensemble with guest artist Dmitri Matheny. Mr. Matheny is a professional trumpeter/ flugelhornist and recording artist residing in Phoenix. He is one of the newer jazz stars on the music scene, and has been recognized internationally for his unique performance and composition style.

There will be approximately 350 high school students participating in this event, and perhaps an additional 200 parents, educators, CSM students, and community members will be in the audience throughout the day. This event is extremely beneficial for our music program and the College of San Mateo, as it brings the 350 students to our campus to experience our program first hand. Our instrumental music program has tripled in size the past five years, primarily though the exposure provided by our jazz festival.

The festival also provides an opportunity for students in our Music 100, 202, 250, and 275 courses to fulfill their concert attendance requirements free of charge, and offers them the convenience of staying on campus to complete these projects. There are approximately 350 CSM students enrolled in these classes.

Each participating group pays an entry fee of \$275 to help offset the majority of the festival expenses. I would like to request funding in the amount of \$2,000 to cover the cost of the Dmitri Matheny performance and workshop.

This year's CSM Jazz Festival marks the nineteenth year of this outstanding event. It is one of the more popular festivals from the standpoint of the participating directors who return each year to participate. Your consideration of this request is greatly appreciated.

Sincerely,

Michael Galisatus  
Director of Bands  
College of San Mateo



# ASCSM Senate/ICC Proposal Form

**Instructions** This form must be filled out and submitted for review by the ASCSM Executive Cabinet in time for inclusion on the ASCSM Senate Agenda. Please check with the Center for Student Life for information about the current deadline.

For the meeting of Monday, September 21, 2015

Title of Proposal Club Fair

Being Proposed by Inter Club Council (ICC) <sup>Lead</sup> Vice Chair James Roe  
Coordinator

Event Date(s) if applicable Tuesday, Sept. 29 and Wednesday, Sept. 30

Forwarded to the Student Senate by:

- Executive Cabinet  
  Advocacy  
  Cultural Awareness  
  Programming  
  ICC  
  Other

ASCSM Account Number/Name Club Account Reserve

Please provide an explanation of the proposal; the benefits to CSM students; an estimate of costs and work involved; the officers, employees, and volunteers who will do the work; the time and place of the event; and all other pertinent information.

To support the Club Fair on Tuesday, Sept. 29 and Wednesday, Sept. 30, we would like to request funds to purchase pizza to giveaway to students who have visited at least four club tables. We will have a passport that students will need to get signed in order to get the pizza. In addition, we are requesting funds to pay for the setup costs of tables and chairs for the Club Fair.

Make a list of all the estimated expenses that will be incurred in order to fund the program outlined above. Be as specific as possible. Attach estimates for items or services over \$100 when possible. Include labor, materials, supplies, equipment, rental fees, advertising costs, etc.

Item Description	Cost
1. Pizza for Club Fair (2 days @ \$250 each)	\$500.00
2. Facilities Setup Costs	\$400.00
3. _____	_____
4. _____	_____
5. _____	_____
<b>Total Costs</b>	<b>\$900.00</b>

**For ASCSM Secretary Use Only**

Motion by \_\_\_\_\_ Second by \_\_\_\_\_  
 Result of Vote   In Favor \_\_\_\_\_   Opposed \_\_\_\_\_   Abstained \_\_\_\_\_   Passed \_\_\_\_\_   Failed \_\_\_\_\_

**Student ID Card Promotion and Discounts/Incentives**

There is no printed material related to this item.