



Associated Students of College of San Mateo

## Senate Agenda

Monday, January 25, 2016; 2:15 PM  
College Center Building 10, City View 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          | Tony Tan       |

- 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 & Leadership Manager
    - ii. Fauzi Hamadeh, Student Life & 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**

*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.*

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

**a. Appointment of ASCSM Election Commission – President Kaffl and Advisor Schaefer**

*The Senate shall discuss and consider establishing and appointing members to the ASCSM Election Commission for the Spring 2016 Student Trustee Nominee Election and ASCSM General Election; possible action to take place.*

**b. Adoption of Timelines for Student Trustee Nominee Election and ASCSM General Election – Advisors Schaefer and Hamadeh**

*The Senate shall discuss and consider adopting timelines for the Spring 2016 Student Trustee Nominee Election and the ASCSM General Election; possible action to take place.*

**c. Funding to Attend United States Student Association National Student Power Summit – President Kaffl and Advisor Schaefer**

*The Senate shall discuss and consider the funding to send representatives to the USSA National Student Power Conference (formerly National Grassroots Legislative Convention) in March 2016; possible action to take place.*

**d. Funding to Attend Faculty Association of California Community Colleges 2016 Advocacy & Policy Conference – President Kaffl and Advisor Schaefer**

*The Senate shall discuss and consider allocating funds to send representatives to the FACCC 2016 Advocacy & Policy Conference in February 2016; possible action to take place.*

**e. Spring 2016 Reboot Week Update – Programming Board Chair Stein**

*The Senate shall discuss and finalize plans for the upcoming Spring 2016 Reboot Week Event (Tuesday, Feb. 2 through Thursday, Feb. 4); possible action to take place.*

**f. Review and Update on ASCSM Goals for 2015/16 – President Kaffl and Advisor Schaefer**

*The Senate shall review, discuss, and consider the status of the ASCSM Goals for 2015/16; possible action to take place.*

**g. ASCSM Winter 2016 Retreat Debrief – Retreat Attendees**

*The Senate shall review and discuss the ASCSM Winter 2016 Retreat and provide feedback; no action to take place.*

**h. Lake County Assistance Update – Senator Ferroggiaro**

*The Senate shall review and discuss an update regarding ways in which to assist the victims of the Lake County Fire in Lake County, CA; 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**

## **Appointments**

There is no printed material related to this item.

## **Legislative Bills**

There is no printed material related to this item.

**Appointment of ASCSM Election Commission**

There is no printed material related to this item.



## ASCSM Student Trustee Nominee Election Spring 2016

**Monday**  
**February 8, 2016**

### **Candidate filing period**

- Candidate eligibility forms and information packets available in the Center for Student Life.
- Petitions for placement on the ballot may begin to be circulated by candidates.
- No campaigning may take place until after the Mandatory Candidates Meeting.

**Thursday**  
**March 10, 2016**  
**2:30 pm – 4 pm**  
**Building 17, Room 112**

### **Mandatory Candidates Meeting (attendance is mandatory)**

- All candidates must attend this meeting or be subject to disqualification.
- Ballot order will be determined by a drawing.
- Final Party Affiliation or Interest Group forms are due at this meeting.
- Photos for the Sample Ballot will be taken at this meeting.
- Signed petitions are due at this meeting. (Signatures will be checked against College records. Make sure that all signatures are from currently enrolled students.)
- Candidates' 150-word statements must be sent via email no later than 4:30 pm to the Center for Student Life at [csmstudentlife@smccd.edu](mailto:csmstudentlife@smccd.edu).
- Review of the election process, including the election, campaigning, and posting guidelines.
- Discuss plans for open forum(s), debate(s) or other campaign activities.

**Monday**  
**March 14, 2016**  
**8 am**

### **Campaigning begins**

- Eligible candidates may not campaign prior to this date/time.
- Any campaigning prior to this day/time shall result in sanctions against a candidate.

**Monday**  
**March 21, 2016**  
**1 pm – 2 pm**  
**Building 17, Room 112**

### **Final deadline and Mandatory Candidates Meeting for "Write-In" candidates**

- Those who failed to file an eligibility form and ballot petition by the deadline date above will not have their name placed on the ballot. Those who still wish to be considered as a write-in candidate (and have write-in votes counted on their behalf in the election) must file a Candidate Eligibility form in the Center for Student Life and attend the Mandatory Write-In Candidates Meeting on this date.

**Tuesday, March 22, 2016**  
**and**  
**Wednesday, March 23, 2016**

### **Election Polls open:**

- 9 am to 1 pm —Location TBD  
Please note: Location may change due to weather or other circumstances
- 5 pm to 6:30 pm —Location: Center for Student Life (Building 17, Room 112)

**Thursday, March 24, 2016**  
**and/or**  
**Friday, March 25, 2016**

### **Election results posted:**

- Results will be posted by the Center for Student Life if available and if all campaign materials have been removed from the campus.
- Ballot counting shall take place beginning on Thursday, March 24 2016 and may continue into Friday, March 25, 2016. Candidates and other interested parties shall be notified of ballot counting duration.
- This date is subject to change based on availability or other circumstances.



# ASCSM General Election Spring 2016

**Monday  
April 4, 2016**

## **Candidate filing period**

- Candidate eligibility forms and information packets available in the Center for Student Life.
- Petitions for placement on the ballot may begin to be circulated by candidates.
- No campaigning may take place until after the Mandatory Candidates Meeting.

**Thursday  
April 21, 2016  
2:30 pm – 4 pm  
Building 17, Room 112**

## **Mandatory Candidates Meeting (attendance is mandatory)**

- All candidates must attend this meeting or be subject to disqualification.
- Ballot order shall be determined by a drawing.
- Final Party Affiliation or Interest Group forms are due at this meeting.
- Photos for the Sample Ballot shall be taken at this meeting.
- Signed petitions are due at this meeting. (Signatures will be checked against College records. Make sure that all signatures are from currently enrolled students.)
- Candidates' 150-word statements must be sent via email no later than 4:30 pm to the Center for Student Life at [csmstudentlife@smccd.edu](mailto:csmstudentlife@smccd.edu).
- Review of the election process, including the election, campaigning, and posting guidelines.
- Discuss plans for open forum(s), debate(s) or other campaign activities.

**Monday  
April 25, 2016  
8 am**

## **Campaigning begins**

- Eligible candidates may not campaign prior to this day/time.
- Any campaigning prior to this day/time shall result in sanctions against a candidate.

**Monday  
May 2, 2016  
1 pm – 2 pm  
Building 17, Room 112**

## **Final deadline and Mandatory Candidates Meeting for "Write-In" candidates**

- Those who failed to file an eligibility form and ballot petition by the deadline date above will not have their name placed on the ballot. Those who still wish to be considered as a write-in candidate (and have write-in votes counted on their behalf in the election) must file a Candidate Eligibility form in the Center for Student Life and attend the Mandatory Write-In Candidates Meeting on this date.

**Tuesday, May 3, 2016  
through  
Thursday, May 5, 2016**

## **Election Polls open:**

- 9 am to 1 pm – Location: TBD  
Please note: Location may change due to weather or other circumstances
- 5 pm to 6:30 pm – Location: Center for Student Life (Building 17, Room 112)

**Friday, May 6, 2016 and/or  
Monday, May 9, 2015**

## **Election results posted:**

- Results will be posted by the Center for Student Life if available and if all campaign materials have been removed from the campus.
- Ballot counting shall take place beginning on Friday, May 6, 2016, and may continue into Monday, May 9, 2016. Candidates and other interested parties shall be notified of ballot counting duration.
- This date is subject to change based on availability or other circumstances.



# 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, January 25, 2016

Title of Proposal Funding to Attend United States Student Association National Student Power Summit

Being Proposed by President Kaffl & Advisor Schaefer Lead Advocacy Board Chair & Advisor  
 Event Date(s) if applicable March 18 – 21, 2016 Coordinator Schaefer

Forwarded to the Student Senate by:

- Executive Cabinet  
  Advocacy  
  Cultural Awareness  
  Programming  
  ICC  
  Other

ASCSM Account Number/Name **Student Representation Fee**

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.

Each year, USSA puts on a national conference for student leaders from around the country. Students are trained in lobbying techniques and brought up to date on the most pressing issues facing college and university students. Student leaders then meet with members of Congress (or their staff) to advocate on behalf of their issues.

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>Funding to attend USSA National Student Power Summit</u>	<u>\$12,000.00</u>
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
<b>Total Costs</b>	<b><u>\$12,000.00</u></b>

**For ASCSM Secretary Use Only**

Motion by \_\_\_\_\_ Second by \_\_\_\_\_

Result of Vote   In Favor \_\_\_\_\_   Opposed \_\_\_\_\_   Abstained \_\_\_\_\_   Passed \_\_\_\_\_   Failed \_\_\_\_\_



# 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, January 25, 2016  
 Title of Proposal Funding to Attend Faculty Association of California Community Colleges 2016 Advocacy & Policy Conference  
 Being Proposed by President Kaffl & Advisor Schaefer Lead Advocacy Board Chair & Advisor Schaefer  
 Event Date(s) if applicable February 28 – 29, 2016

Forwarded to the Student Senate by:

- Executive Cabinet    Advocacy    Cultural Awareness    Programming    ICC    Other

ASCSM Account Number/Name **Student Representation Fee**

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.

Each year, FACCC sponsors an Advocacy & Policy Conference to provide its members with updates and tips on statewide legislation and issues that will impact the community college system. This conference is also open to students to attend. As part of the conference, attendees meet with members of the State Legislature (or their staff) to advocate on issues important to the community college system.

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. Funding to attend FACCC 2016 Advocacy & Policy Conference	\$1,000.00
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
<b>Total Costs</b>	<b>\$1,000.00</b>

**For ASCSM Secretary Use Only**

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

**Spring 2016 Reboot Week Update**  
There is no printed material related to this item.

# **ASCSM Goals 2015/16**

1. Increase support of and collaboration with campus clubs.
2. Focus on group cohesiveness, communication, and involvement.
3. Increase student involvement, activism, and participation on campus.
4. Encourage student participation in community activism and off-campus volunteer activities.
5. Find innovative and creative ways to communicate and promote ASCSM events and activities.

**ASCSM Winter 2016 Retreat Debrief**

There is no printed material related to this item.

**Lake County Assistance Update**

There is no printed material related to this item.