



Associated Students of College of San Mateo

Student Senate Regular Meeting Agenda

Monday, April 29, 2019, 2:15 p.m.

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

PLEASE SILENCE AND PUT AWAY ALL CELL PHONES AND LAPTOPS

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 and Hearing of the Public (15 minutes per topic, 3 minutes per speaker)

At this time, members of the public may address the Senate on non-Agenda items.

VI. Reports

a. Officers

i. President	Mondana Bathai
ii. Vice President	Georgia Giari
iii. Finance Director	John Burright
iv. Vice Chair	Spencer (Sitt) Paing
v. Secretary	Jordan Chavez
vi. District Student Trustee	Gaby Topete Eng Goon

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. CSM Administration

- i. Michael Claire, CSM President
- ii. Kim Lopez, CSM Vice President of Student Services

d. Advisors

- i. Aaron Schaefer, Student Life and Leadership Manager
- ii. Fauzi Hamadeh, Student Life and Leadership Assistant

VII. Unfinished Business: Action, Discussion, and Information Items

a. Appointments – President Bathai

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 Bills – Advocacy Board Chair Young

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. Debrief of ASCSM Events

The Senate shall discuss and review any recent ASCSM events; no action to take place.

VIII. New Business: Action, Discussion, and Information Items

a. Funding for Spring Fling

The Senate shall discuss and consider allocating funds for the annual Spring Fling event, to take place Tuesday, April 30, and Wednesday, May 1. Possible action to take place.

b. Funding for Building 17 Staff Assistant Position

The Senate shall discuss and consider allocating funds to provide a portion of the funding for a staff assistant position in the Center for Student Life that will provide assistance to the programs in the refurbished Building 17. Possible action to take place.

c. ASCSM Budget Update

The Senate shall discuss and review an updated to the ASCSM Budget for the 2018-2019 academic year. No action to take place.

d. Proposed Increase to District Health and Parking Fees

The Senate shall discuss, review, and provide feedback regarding the proposed increases to the District Health Fee and Parking Fee. No 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 and 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



Associated Students of College of San Mateo

Student Senate Minutes (Unapproved)

Monday, April 22, 2019, 2:16 p.m.

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

CALL TO ORDER

The meeting was called to order at 2:16 p.m.

ROLL CALL

Members Present: President Mondana Bathai; Vice President Georgia Giari; Finance Director John Burrigh; Vice Chair Spencer (Sitt) Paing; Secretary Jordan Chavez; Senators Jose Barajas, Max Gaines, Candela Graciarena, Nuri Illini, Dorian King, Stephen Langi, Taiye Martin, Enya Nava, Joseph Park, Ashley Perrilliat, Szymon Ryng, & Vitor Viana.

Members Absent: Senator Andrew Young (*excused, attending CAC*).

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

APPROVAL OF THE AGENDA

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

APPROVAL OF THE MINUTES OF PRIOR MEETING(S)

Motion to approve the minutes of the Monday, April 15, 2019 meeting by Senator Ryng; seconded by Senator Gaines. Hearing no objections, the motion carried.

ANNOUNCEMENTS AND HEARING OF THE PUBLIC

None.

REPORTS

President Bathai stated that she was happy to see everyone.

Vice President Giari reported that the Institutional Planning Committee had discussed the College's Distance Education plan, as well as the correspondence between the College's Educational Master Plan and the District's goals. Ms. Giari told the Senate that, the committee also went over a plan regarding student equity, particularly covering retention, progression, and accessibility.

Finance Director Burrigh told the Senate, that during the recent District Budget & Finance Committee meeting, facilities had gone over a presentation regarding all the upcoming construction and renovation projects within the District. Overall, Cañada College would be undergoing the most change, with several new buildings, as well as a brand new Health & Wellness Center. Several of CSM's buildings will undergo renovations, and despite previous plans, Skyline College will unfortunately not be able to go through with construction of a new social sciences and arts building. Construction for Skyline would have cost \$150 million, along with \$10 million for planning; due to its cancellation, facilities requested a \$900 million bond by 2020 to increase the District's buying power should an economic recession occur. Mr. Burrigh reminded Senators to sign up and volunteer for Programming Board's Spring Fling event.

Vice Chair Paing announced that EOPS Club would be holding its Art De-Stress Workshop on April 24th. He also told the Senate that the Phi Theta Kappa Club would be hosting a workshop series to help students prepare for job interviews; this

series will begin on April 25th from 1:00 p.m. to 2:00 p.m., in Building 14, Room 117.

District Student Trustee Topete Eng Goon discussed the proposed District bill that would allow students to park their cars on campus overnight as a way to address housing insecurity. The Board of Trustees would review student housing issues during the next Board meeting, particularly for foster youth, formerly incarcerated individuals, veterans, homeless students, and international students. Ms. Topete Eng Goon indicated that Cañada College's AS had previously led the conversation on student housing, and would be presenting to the Board of Trustees at their next meeting. Trustee Topete Eng Goon encouraged members of the Senate to attend the Board of Trustees meeting on Wednesday.

Senator Graciarena reminded the Senate that Southeast Asia Culture Club would be hosting a screening of *Crazy Rich Asians* from 2:00 p.m. to 4:00 p.m. that day.

Senator Taylor encouraged the Senate to sign up and help out during Cultural Awareness Board's Human Trafficking Awareness Event on Wednesday, April 24th.

Student Life and Leadership Manager Schaefer reiterated Ms. Taylor's request and urged the Senate to promote and volunteer for the Human Trafficking Awareness Event. Mr. Schaefer also told the Senate that campaigning for the ASCSM General Election would commence after the mandatory candidates meeting. Due to the election and Programming Board's Spring Fling Event taking place simultaneously, candidates who were currently in AS would not be able to volunteer and campaign at the same time. A 15-foot limit from Programming Board's event tables was set, along with a 20-foot limit from the polling booth. Mr. Schaefer also told the Senate that no campaign materials would be allowed at the polling booth.

Student Life and Leadership Assistant Hamadeh stated that both he and Advisor Schaefer took campaigning regulations very seriously. Mr. Hamadeh introduced Adolfo Leyva, coordinator of SparkPoint at Cañada College, to promote applications for a conference on student equity in Indiana. This will be an opportunity for members to voice concerns for and strategize on student issues. Applications were distributed during the meeting.

APPOINTMENTS

None.

LEGISLATIVE BILLS

None.

DEBRIEF OF ASCSM EVENTS

President Bathai congratulated the Senate on a successful mixer for Building 17; she thanked Senator King for her hard work in helping with coordination of the event.

Student Life and Leadership Manager Schaefer noted that this mixer would be the first of several to promote relations between the different groups in Building 17.

FUNDING FOR OPEN MIC AND LABYRINTH LAUNCH — CREATIVE WRITING CLUB

Senator Graciarena represented the Creative Writing Club to propose funding for their Open Mic Night, which would be in conjunction with the Writers' Project's launch of their literary magazine, *Labyrinth*. During this event, members of the campus community will be able to read their pieces to the public. The Creative Writing Club will be splitting the costs for this event with the Writers' Project to cover catering, facilities, and publicity. Due to the success of their previous Open Mic Night, they are expecting a substantial turnout.

Motion to approve \$575.00 from the 5031 Club Assistance/ICC Account to fund the Open Mic Night and *Labyrinth* Launch by Senator Martin; seconded by Senator King. By a vote of 14 in favor, 0 opposed, and 0 abstaining, the motion carried.

FUNDING FOR OPEN MIC NIGHT AND LABYRINTH LAUNCH — THE WRITERS' PROJECT

In conjunction with Creative Writing Club's funding request, the Writers' Project will request funding to cover decorations, catering, and facilities for the Open Mic Night and launch of their literary magazine of *Labyrinth*. The Writers' Project has requested funding to cover printing of their Fall 2018 issue of the literary magazine, as well. This event will take place on May 8th in Building 10.

Motion to approve \$800.00 from the 5031 Club Assistance/ICC Account to fund the Open Mic Night and *Labyrinth* Launch by Senator Langi; seconded by Senator Perrilliat. By a vote of 14 in favor, 0 opposed, and 0 abstaining, the motion carried.

FUNDING FOR RETIREMENT GIFT FOR VPA JAN ROECKS

To honor Jan Roecks in her retirement, Vice President of Administrative Services, ASCSM will provide her with a gift for her dedication to students. Vice President Roecks has been an avid supporter of students during her time working at the College and the District. Advisors Schaefer and Hamadeh encouraged the Senate to forward their ideas for a gift to Ms. Roecks to them through email.

Motion to approve \$300.00 from the 5080 Hospitality Account to fund the retirement gift for Vice President Jan Roecks by Senator Langi; seconded by Senator Barajas. By a vote of 14 in favor, 0 opposed, and 0 abstaining, the motion carried.

FUNDING FOR ASCSM GENERAL ELECTION

Since the ASCSM General Election will be taking place during the Programming Board's Spring Fling Event, the Election Commission discussed incentives to encourage students to vote. This included having a ticket system where students who voted would receive a stamp to receive an extra gift or food from the Spring Fling Event after they voted. Funding was requested to cover catering and other materials to incentivize the election. On Tuesday, April 30, the Election Commission will be hosting an open forum for candidates to introduce themselves to the campus community.

Motion to approve \$3000.00 from the 5150 Programs Account to fund the ASCSM General Election by Senator Ryng; seconded by Senator Gaines. By a vote of 14 in favor, 0 opposed, and 0 abstaining, the motion carried.

FUNDING FOR ASCSM SUMMER LEADERSHIP RETREAT

The upcoming ASCSM Summer Leadership Retreat will take place from August 9th to August 11th, before the first week of the Fall 2019 Semester. Funding was requested to cover the costs of the retreat site, lodging, travel, food, supplies, and participation in a ropes course. This summer's retreat will be at the Fairfield Courtyard Marriott during Friday and Saturday; the ropes course will take place nearby Napa.

Motion to approve \$9,000.00 from the 5033 Conferences Account to fund the 2019 ASCSM Summer Leadership Retreat by Senator King; seconded by Senator Martin. By a vote of 14 in favor, 0 opposed, and 0 abstaining, the motion carried.

FUTURE AGENDA ITEMS

- Funding for Spring Fling
- Funding for Building 17 Staff Assistant Position
- ASCSM Budget Update
- Proposed Increase to District Health and Parking Fees

FINAL ANNOUNCEMENTS AND HEARING OF THE PUBLIC

President Bathai asked the Senate to respond to a poll regarding their availability for the ASCSM Board Mixer. Dates would be between May 10th and May 17th. The mixer will take place at Warehouse Buffet in Foster City at 12:30 p.m.

Senator King reported that the Center for Academic Excellence Committee was planning two events over the summer and were currently seeking student volunteers to help run them; in particular, they hoped that students would be tour guides for new faculty and staff.

Vice President Giari reminded the Senate that the mandatory candidates meeting for the ASCSM General Election was on Thursday at 2:30 p.m. in the Center for Student Life.

District Student Trustee Topete Eng Goon told the Senate that candidates would not be able to campaign or collect signatures in the Center for Student Life.

ADJOURNMENT

Motion to adjourn the meeting at 3:18 PM by Senator Langi; seconded by Senator King. Hearing no objections, the motion carried.

Submitted by,

Jordan Chavez
ASCMSM Secretary

ASCSM Senate Vote Record for Monday, April 22, 2019

	Funding for Open Mic Night & Labyrinth Launch — Creative Writing	Funding for Open Mic Night & Labyrinth Launch — Writers' Project	Funding for Retirement Gift for VPA Jan Roeks	Funding for ASCSM General Election Promotion	Funding for ASCSM Summer 2019 Leadership Retreat														
Jose Barajas	Yes	Yes	Yes	Yes	Yes	Yes													
Max Gaines	Yes	Yes	Yes	Yes	Yes	Yes													
Candela Graciarena	Yes	Yes	Yes	Yes	Yes	Yes													
Nuri Illini	Yes	Yes	Yes	Yes	Yes	Yes													
Dorian King	Yes	Yes	Yes	Yes	Yes	Yes													
Stephen Langi	Yes	Yes	Yes	Yes	Yes	Yes													
Taiye Martin	Yes	Yes	Yes	Yes	Yes	Yes													
Enya Nava	Yes	Yes	Yes	Yes	Yes	Yes													
Sitt Paing	Yes	Yes	Yes	Yes	Yes	Yes													
Joseph Park	Yes	Yes	Yes	Yes	Yes	Yes													
Ashley Perrilliat	Yes	Yes	Yes	Yes	Yes	Yes													
Szymon Ryng	Yes	Yes	Yes	Yes	Yes	Yes													
Rosemarie Taylor	Yes	Yes	Yes	Yes	Yes	Yes													
Vitor Viana	Yes	Yes	Yes	Yes	Yes	Yes													
Andrew Young	--	--	--	--	--	--													
Georgia Giari*	N/A	N/A	N/A	N/A	N/A	N/A													
Vote Count	14-0-0	14-0-0	14-0-0	14-0-0	14-0-0	14-0-0													

*only votes in case of a tie
Yes-No-Abstain



Associated Students of College of San Mateo

Funding Proposal

For the meeting of Monday, April 29, 2019

Title of Proposal Funding for Spring Fling

Being Proposed by Programming Board Lead Coordinator Enya Nava and Ashley Perrilliat

Event Date(s) Tuesday, April 30, 2019, through Wednesday, May 1, 2019

Forwarded to the Student Senate by:

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

ASCSM Account **5150 Programs**

DESCRIPTION

ACSM's Programming Board will be hosting our annual Spring Fling event. It will be carnival themed with food, games and prizes!

Item Description	Cost
1. <u>Food, Games, Decorations, and Prizes</u>	<u>\$30,000.00</u>
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
Total Funding Request	<u>\$30,000.00 \$11,000.00</u>

For ASCSM Secretary Use Only

Motion by _____ Second by _____

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

ASCSM Student Senate Report 19-4-002

To: Members of the ASCSM Student Senate
From: Aaron Schaefer, Student Life and Leadership Manager
Prepared by: Fauzi Hamadeh, Student Life and Leadership Assistant

FUNDING FOR BUILDING 17 STAFF ASSISTANT POSITION

After the remodeling of Building 17 is complete, several programs will be sharing the space, including Student Life, Associated Students, SparkPoint, and Year One. In order to provide support to those programs, the College is in the process of funding and hiring a Staff Assistant position. The Staff Assistant will be supervised by the Student Life and Leadership Manager and provide primary support to Student Life.

Due to the College's budgeting cycle and the lengthy process for hiring a classified position, the funding will not be immediately available for the position. Therefore, the College is requesting that the various programs find funds within their budgets for the position on a temporary, non-continuing basis until the position can be integrated into the College's next budgeting cycle.

We are asking that the Associated Students fund a maximum of \$15,000.00 for this position. Based on the March 31, 2019, budget update, we are proposing the following reallocation of funds:

Inter Club Council	\$4,000.00
College Program Assistance	\$4,000.00
Ethnic & Cultural Affairs	\$4,000.00
Printing	\$2,000.00
Publicity	\$1,000.00

Funds would be transferred into the College Program Assistance account and used solely for the purpose of supporting the Staff Assistant position as outlined above. Additional funding for the position is anticipated to come from Vending, SparkPoint, and Year One.

RECOMMENDATION

It is recommended that the Student Senate approve the above funding and reallocations to support the Staff Assistant position for Building 17.

ASCSM Senate Budget 2018-19
Budget Update - Thru March 31, 2019

Expenses				
Account #	Description	Stage 2.0	Exp. Thru 3/31/19	Remaining
Non-Discretionary				
5140	Office Supplies	\$ 5,000.00	\$ 2,296.83	\$ 2,703.17
5145	Operation	\$ 5,000.00	\$ 2,245.17	\$ 2,754.83
5182	Student Activity Card	\$ 2,500.00	\$ 1,802.68	\$ 697.32
5183	Student Assistant - Salary	\$ 30,000.00	\$ 20,835.58	\$ 9,164.42
5184	Student Assistant - Benefits			
Discretionary				
5010	Awards & Scholarships	\$ 3,000.00		\$ 3,000.00
5030	Ceremonies	\$ 2,500.00		\$ 2,500.00
5031	Club Assistance/ICC	\$ 30,000.00	\$ 18,594.63	\$ 11,405.37
5032	College Program Assistance	\$ 12,500.00	\$ 2,785.00	\$ 9,715.00
5033	Conference	\$ 25,000.00	\$ 20,804.77	\$ 4,195.23
5050	Ethnic and Cultural Affairs	\$ 22,500.00	\$ 9,250.30	\$ 13,249.70
5080	Hospitality	\$ 3,000.00	\$ 1,800.26	\$ 1,199.74
5147	Printing	\$ 2,750.00		\$ 2,750.00
5150	Programs	\$ 47,500.00	\$ 36,710.58	\$ 10,789.42
5151	Publicity	\$ 25,000.00	\$ 18,315.20	\$ 6,684.80
5171	Repair & Maintenance	\$ 1,500.00		\$ 1,500.00
5181	Furniture, Fixtures & Equipment	\$ 9,500.00	\$ 6,906.81	\$ 2,593.19