



Associated Students of College of San Mateo

Student Senate Regular Meeting Agenda

Monday, May 6, 2019, 2:15 p.m.

College Center Building 10, College Heights Conference 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 EOPS Club Teambuilding Event — EOPS Club

The Senate shall discuss and consider the funding request by the EOPS Club to support a teambuilding activity for the club on May 18. Possible action to take place.

b. Funding for Photo Booth for EOPS Spring Celebration — EOPS Club

The Senate shall discuss the funding request by the EOPS Club to provide funding for a photo booth at the EOPS Spring Celebration. Possible action to take place.

c. Funding for De-Stress with Plants Event — Student Sustainability Club

The Senate shall discuss and consider the funding request by the Student Sustainability Club to support a de-stress event on May 8. Possible action to take place.

d. Discussion Regarding Faculty and Staff Professional Development

The Senate shall engage in a discussion and may make recommendations regarding topics for professional development for faculty and staff. Possible action to take place.

e. Review of Proposed CSM Vision for Success Goals

The Senate shall discuss and consider allocating funds to hold the annual ASCSM Summer Leadership Retreat for new and returning members of the Student Senate. Possible action to take place.

f. Approval of Resolution for AB-302

The Senate shall discuss and consider approving a proposed resolution regarding the California Bill AB-302. Possible action to take place.

g. Approval of Resolutions Recognizing Retiring VPA Jan Roecks & VPI Sandra Stefani Comerford

The Senate shall discuss and consider approving resolutions in recognition of retiring Vice President of Administrative Services Jan Roecks, and retired Vice President of Instruction Sandra Stefani Comerford. Possible action to take place.

h. Adoption of Bylaws Regarding Club Travel

The Senate shall discuss and consider adopting bylaws regarding club travel. 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 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 29, 2019, 2:15 p.m.

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

CALL TO ORDER

The meeting was called to order at 2:15 p.m.

ROLL CALL

Members Present: President Mondana Bathai; Vice President Georgia Giari; Finance Director John Burrigot; 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.

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 Vice Chair; seconded by Senator Ryng. Hearing no objections, the motion carried.

APPROVAL OF THE MINUTES OF PRIOR MEETING(S)

Motion to approve the minutes of the Monday, April 22, 2019 meeting by Senator King; seconded by Senator Ryng. Hearing no objections, the motion carried.

ANNOUNCEMENTS AND HEARING OF THE PUBLIC

None.

REPORTS

President Bathai reported that much discussion had taken place during the last Academic Senate meeting regarding the College's equity plan, transportation, housing, and hiring procedures.

Senator Perrilliat announced that the Programming Board would be holding its Spring Fling Event on Tuesday, April 30th, and Wednesday, May 1st, from 11:00 a.m. to 2:00 p.m. on both days, as well as 4:00 p.m. to 6:00 p.m. on May 1st. The Board will be handing out gifts, food, and prizes to students.

Senator King told the Senate that, since the ASCSM General Election would be taking place at the same time as Spring Fling, incentives from Spring Fling would be used to gain more voters. Students will be given tickets that allow them to receive food from the Spring Fling Event after they vote. After receiving the ticket, students will be able to redeem it for food or a prize.

Senator Graciarena recalled her attendance of the recent District Board of Trustees meeting, where the Board reviewed statistics on housing insecurity, homelessness, and couch surfing. The Board discussed potential solutions specific to each campus that would address these issues, such as coed housing, dormitories, or apartments becoming available to students.

Senator Young, who also attended the District Board of Trustees meeting, added that information on allowing students to sleep in their cars on campus had been discussed. A resolution regarding the topic would be brought to the Senate the following week.

Student Life and Leadership Manager Schaefer reminded the Senate to support ASCSM's remaining events for the semester.

Student Life and Leadership Assistant Hamadeh remarked that, after the current meeting, there were only two Senate meetings left in the academic year.

APPOINTMENTS

None.

LEGISLATIVE BILLS

None.

DEBRIEF OF ASCSM EVENTS

Senator Taylor thanked everyone who supported the Cultural Awareness Board's Human Trafficking Awareness Event on Wednesday, April 24th. Ms. Taylor stated that, the event went smoothly, though she had hoped more people would attend the panel discussion portion; she indicated that, once food had started to be distributed, more members of the campus community came to attend the event. Senator Taylor was impressed by the discussion that took place between audience members and the speakers.

President Bathai echoed Ms. Taylor's point, stating that there was great discussion during the Q&A.

FUNDING FOR SPRING FLING

Senators Perrilliat and Nava reminded the Senate that the Programming Board would be holding its carnival-themed Spring Fling Event on Tuesday, April 30th, and Wednesday, May 1st. Funding was requested for decoration, prizes, and food for the event. Due to the limited amount available in the 5150 Programs Account, the budget for Spring Fling was changed from \$30,000.00 to \$11,000.00. A game truck will be on-campus during the event, though contracts for carnival games need to be approved.

Motion to approve \$11,000.00 from the 5150 Programs Account to fund the Spring Fling Event by Senator Ryng; seconded by Senator Martin. By a vote of 15 in favor, 0 opposed, and 0 abstaining, the motion carried.

FUNDING FOR BUILDING 17 STAFF ASSISTANT POSITION

Because the College's budgeting cycle has not yet included the classified position for the Building 17 Staff Assistant, the College has requested that the groups sharing Building 17 provide funding to temporarily cover the salary. ASCSM will provide up to \$15,000.00 of the salary from surplus in several accounts; this sum will be added to the 5032 College Program Assistance Account to fund the position. Since construction on Building 17 will not be finished until mid-Fall semester, the College is not looking to hire a full-time staff assistant permanently; instead, they will seek a temporary fill, then later hire someone permanently. Responsibilities and duties of the Building 17 Staff Assistant with regards to ASCSM and Student Life include processing club paperwork, coordinating with facilities on reservations, handling requisitions, managing student assistants, scheduling room usage in Building 17, and social media promotion for ASCSM events.

Motion to approve \$15,000.00 from the 5032 College Program Assistance Account to fund the Building 17 Staff Assistant position by Senator Langi; seconded by Senator Ryng. By a vote of 15 in favor, 0 opposed, and 0 abstaining, the motion carried.

ASCSM BUDGET UPDATE

Advisor Hamadeh and Finance Director Burrignt presented the final budget update of the academic year. Funding had

been shifted around between accounts, though AS still had a considerable amount of money for the remainder of the semester. The budget update listed amounts allocated, expended, and remaining in each account.

PROPOSED INCREASE TO DISTRICT HEALTH AND PARKING FEES

District Student Trustee Topete Eng Goon reported on the upcoming increases to both parking and health fees throughout the District. The health fee would be raised one dollar, from \$20.00 to \$21.00, so that better services would be provided to students on-campus. This fee is mandatory to all students. A four dollar increase to District parking fees would also be implemented; a semester parking permit would now cost \$58.00 and a yearly parking permit would be \$106.00. These increases take maintenance of parking lots, cost of living, and other factors into account. With a new maximum of \$58.00 for parking fees, the District would still be paying a difference of \$3.5 million.

FUTURE AGENDA ITEMS

- Funding for EOPS Club Teambuilding Event
- Funding for Photo Booth for EOPS Spring Celebration
- Funding for De-Stress with Plants Event
- Discussion Regarding Faculty and Staff Professional Development
- Review of Proposed CSM Vision for Success Goals
- Approval of Resolution for AB-302
- Approval of Resolutions Recognizing Retiring VPA Jan Roecks & VPI Sandra Stefani Comerford
- Adoption of Bylaws Regarding Club Travel

FINAL ANNOUNCEMENTS AND HEARING OF THE PUBLIC

President Bathai told the Senate that the ASCSM Board Mixer would take place on Friday, May 10th, at Warehouse Buffet in Foster City; the mixer will take place at 12:30 p.m. Ms. Bathai also stated that the ASCSM End-of-the-Year Banquet would be held on Monday, May 13th, during the regular Senate meeting time.

Advisor Hamadeh reminded the Senate that regulations for the ASCSM General Election would be taken seriously.

ADJOURNMENT

Motion to adjourn the meeting at 3:02 PM by Vice Chair Paing; seconded by Senator Ryng. Hearing no objections, the motion carried.

Submitted by,

Jordan Chavez
ASCSCM Secretary

ASCSM Senate Vote Record for Monday, April 29, 2019

	Funding for Building 17 Staff Assistant Position										Funding for Spring Fling									
Jose Barajas	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Max Gaines	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Candela Graciarena	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Nuri Illini	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Dorian King	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Stephen Langi	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Taiye Martin	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Enya Nava	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Sitt Paing	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Joseph Park	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Ashley Perrilliat	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Szymon Rying	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Rosemarie Taylor	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Vitor Viana	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Andrew Young	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Georgia Giari*	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
Vote Count	15	0	0	15	0	0	15	0	0	15	15	0	0	15	0	0	15	0	0	15

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



Funding Proposal

For the meeting of **ICC: Wednesday, May 1, 2019 / Student Senate: Monday, May 6, 2019**

Title of Proposal **Funding for EOPS Club Teambuilding Event**

Being Proposed by **EOPS Club** Lead Coordinator **Oscar Avila**

Event Date(s) **May 18, 2019**

Forwarded to the Student Senate by:

- Executive Cabinet
 Advocacy
 Cultural Awareness
 Programming
 ICC
 Other

ASCSM Account **5031 Club Assistance/ICC**

DESCRIPTION

We want to have a day to reanalyze our semester and enhance our team building skills as a club with our members and show appreciation to the hard work and commitment that was given throughout the club and program events. We as a club have completed enough service hours to fund the event, so we are hopeful that ASCSM funds are team building exercise. The event will take place at Great America which host corporate and educational team building exercises including meeting facilities. The package includes access to the park, conference rooms, and 1 free meal. Our club Advisor will drive us there with a district vehicle requested by her.

Item Description	Cost
1. <u>Park admission, meeting space, and one meal for 15 people</u>	<u>\$750.00</u>
2. <u>Mileage</u>	<u>\$50.00</u>
3. <u>Parking</u>	<u>\$20.00</u>
4. _____	_____
5. _____	_____
Total Funding Request	<u>\$820.00</u>

For ASCSM Secretary Use Only

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



Associated Students of College of San Mateo

Funding Proposal

For the meeting of **ICC: Wednesday, May 1, 2019 / Student Senate: Monday, May 6, 2019**

Title of Proposal **Funding for Photo Booth for EOPS Spring Celebration**

Being Proposed by **EOPS Club** Lead Coordinator **Oscar Avila**

Event Date(s) **May 16, 2019**

Forwarded to the Student Senate by:

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

ASCSM Account **5031 Club Assistance/ICC**

DESCRIPTION

The spring celebration is for EOPS students who are transferring, receiving a certificate, graduating, or receiving a scholarship for recognition of their achievements. Annually the EOPS Club sponsors a scholarship for an EOPS transferring student additionally, this year, we would like to fund the photo booth.

Item Description	Cost
1. Photo booth for EOPS Celebration	\$480.00
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
Total Funding Request	\$480.00

For ASCSM Secretary Use Only

Motion by _____ Second by _____

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



Associated Students of College of San Mateo

Funding Proposal

For the meeting of Monday, May 6, 2019

Title of Proposal Funding for De-Stress with Plants Event

Being Proposed by Student Sustainability Club ^{Lead} Coordinator Amanda Teng

Event Date(s) May 8, 2019

Forwarded to the Student Senate by:

Executive Cabinet Advocacy Cultural Awareness Programming ICC Other

ASCSM Account 5031 Club Assistance/ICC

DESCRIPTION

The Student Sustainability Club hopes to organize an event during Stress-less week this semester, a week before the final examinations, to help the students cope with the anxiety and pressure during this stressful week. Our club is planning to give out pots of succulents, as well as healthy snacks to aid them in their week of stressful preparations.

Item Description	Cost
1. <u>Succulents (250)</u>	<u>\$250.00</u>
2. <u>Arts and Crafts Supplies</u>	<u>\$60.00</u>
3. <u>Food</u>	<u>\$750.00</u>
4. _____	_____
5. _____	_____
Total Funding Request	<u>\$1,060.00</u>

For ASCSM Secretary Use Only

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

College of San Mateo

DRAFT Proposed CSM Vision for Success Goals

- Vision for Success (VfS) Goals are mandated by the CCCO for all California Community Colleges.
- The CCCO currently has a set of three mandated reports that include Student Centered Funding Formula, Vision for Success, and Student Equity Goals. A fourth set of mandated metrics are required by the ACCJC.
- VfS Goals have been aligned across all 3 colleges.
- VfS Goals must be approved by the Board of Trustees in July.
- Baseline 2016-17 data was automated using state data.

1. Goal #1 Completion

System-Wide Goal: Increase by at least 20% the number of CCC students annually who acquire associate degrees, credentials, certificates, or specific skill sets that prepare them for an in-demand job.

Goal 1: Increase All Students Who Attained the Vision Goals Completion Definition

Definition: Increase among all students the unduplicated count of students who earned one or more of the following: Chancellor's Office approved certificate, associate degree, and/or CCC baccalaureate degree, and had an enrollment in the selected or previous year.

# in 2016-17	Expected in 2021-2022	% Increase
867	1,040 to meet statewide goal	20%

Academic Year	Total	Count	Percent
14-15	13,831	774	5.6%
15-16	13,385	931	7.0%
16-17	13,349	867	6.5%
17-18	13,551	818	6.0%
21-22	13,551	1,040	7.7%

Source: Vision for Success Metric SM 619

Notes: Denominator comprised of all students excluding special admit (high school) students. Includes those whose education goals do not include degree or certificate completion. Does not include Certificates of Specialization.

2. Goal #2 Transfer

System-Wide Goal: Increase by 35% the number of CCC students system-wide transferring annually to UC or CSU.

Goal 2: Increase all Students Who Transferred to a CSU or UC Institution

# in 2016-17	Expected in 2021-2022	% Increase
781	1,055 to meet statewide goal	35.1%

Academic Year	Total	Count	Percent
14-15	11,106	740	6.7%
15-16	10,898	781	7.2%
16-17	10,936	885	8.1%
17-18	11,130	N/A	N/A
21-22		1,055	

Source: Vision for Success Metric SM 614

Notes: Denominator comprised of all students excluding special admit (high school) students and **students without valid SSNs (in 16-17, 22.8% of CSM students were not tracked)**. Includes those without transfer educational goals. May include students with prior degrees.

3. Goal #3 Unit Accumulation

System-Wide Goal: Decrease the average number of units accumulated by CCC students earning Associates degrees, from approximately 87 total units, to 79 total units (a decrease of 9%).

Goal 3: Decrease among all students who earned an Associate degree in the selected year, and who were enrolled in the previous or selected year, the average number of units earned in the community college system among students who had taken at least 60 units at any community college.

# in 2016-17	Expected in 2021-2022	% Decrease
88	79 to meet statewide goal	-10.2%

Academic Year	N	Avg. Units
14-15	428	92.0
15-16	483	89.9
16-17	561	87.9
17-18	553	87.0
21-22		79.0

Source: Vision for Success Metric SM 613

Notes: Units include concurrent enrollment credits, basic skills credits, and units transferred in from other colleges.

4. Goal #4 Workforce

System-Wide Goal: Increase the percentage of exiting CTE students who report being employed in their field of study from the most recent statewide average of 60% to an improved rate of 76%.

Goal 4: Increase All Students with a Job Closely Related to Their Field of Study.

Increase among all students who responded to the CTE Outcomes Survey, and did not transfer, the proportion who reported that they are working in a job very closely or closely related to their field of study.

% in 2016-17	Expected % 2021-2022	% Increase
67%	76%	13.4% (9pctg pts)

Academic Year	Total	Count	Percent
14-15	83	56	67.5%
15-16	76	57	75.0%
16-17	259	N/A	67.6%
21-22			76.0%

Source: Vision for Success Metric SM 701; CTEOS

Notes: Only applies to students in CTE programs who did not transfer to a 4-year (NSC, UC/CSU Cohort Match) and who exited (enrolled 0-5 units in subsequent year). Data not displayed until 3 years after student exits system.

5. Goal #5 Equity

Disproportionately Impacted Student Groups

- American Indian/Alaska Native
- Black or African American
- Hispanic
- Native Hawaiian or other Pacific Islander
- LGBT
- Foster Youth
- Disabled
- Veteran

Note: Student groups are not disproportionately impacted across all metrics.

Goal 5.1: Increase All Students Who Attained Vision Goal Completion Definitions

College of San Mateo will increase all students who attained Vision Goal completion definitions from 867 in 2016-17 to 1,040 in 2021-22.

DI Student Group	# in 2016-17	Expected # in 2021-22	Percent Increase
American Indian/Alaska Native	0	1	--
Black or African American	Not DI		0%
Hispanic	Not DI		0%
Native Hawaiian or other Pacific Islander	Not DI		0%
LGBT	10	12	20%
Foster Youth	5	6	20%
Veteran	Not DI		0%

Goal 5.2: Increase All Students Who transferred to a CSU or UC Institution

College of San Mateo will increase all students who transferred to a CSU or UC Institution from 781 in 2016-17 (students last enrolled in 2015/16) to 1,055 in 2021-22 (35% increase).

DI Student Group	# in 2016-17	Expected # in 2021-22	Percent Increase
American Indian/Alaska Native	0	1	--
Black or African American	15	21	40%
Hispanic	179	242	35%
Native Hawaiian or other Pacific Islander	13	18	38%
LGBT	5	7	40%
Foster Youth	6	8	33%
Disabled	50	68	36%
Veteran	8	11	38%

Goal 5.3: Decrease Average Number of Units Accumulated by All Associate Degree Earners

College of San Mateo will decrease the average number of units accumulated by all associate degree earners from 87.9 in 2016-17 to 79 in 2021-22.

DI Student Group	# in 2016-17	Expected # in 2021-22	Percent Increase
American Indian/Alaska Native	N/A		--
Black or African American	88	79	10%
Hispanic	89	79	11%
Native Hawaiian or other Pacific Islander	83	79	5%
LGBT	88	79	10%
Foster Youth	Not DI		0%
Disabled	91	79	13%
Veteran	87	79	9%

Goal 5.4: Increase All Students with a Job Closely Related to Their Field of Study

College of San Mateo will increase all students with a job closely related to their field of study from 67% in 2016-17 (students last enrolled in 2014-15) to 76% in 2021-22.

DI Student Group	# in 2016-17	Expected # in 2021-22	Percent Increase
American Indian/Alaska Native	Not DI		0%
Black or African American	Not DI		0%
Hispanic	Not DI		0%
Native Hawaiian or other Pacific Islander	Not DI		0%
LGBT	Not DI		0%
Foster Youth	Not DI		0%
Disabled	Not DI		0%
Veteran	Not DI		0%

College of San Mateo Academic Senate
Spring 2019

**Honor and Thank Vice President of
Administrative Services, Jan Roecks**

Resolution 01.02 S19

WHEREAS, Jan Roecks has worked diligently for the district for ___ years as ___, and most recently as College of San Mateo's Vice President of Administrative Services;

WHEREAS, as VPAS, Jan has gracefully and diplomatically partnered with faculty and staff on budgetary issues, supporting the growth of academic and student support programs while simultaneously maintaining fiscal responsibility;

WHEREAS, Jan, in her commitment to participatory governance, has worked to make the budget process more transparent and palatable for the college's budgetary lay-people, including co-chairing the new Budget Committee and speaking at a number of flex days; and,

WHEREAS, Jan is the only non-facilities member of the CSM community that has the privilege to wear one of those slick facilities jackets;

RESOLVED, that the Academic Senate, Classified Senate, and Associated Students of College of San Mateo honor and thank Jan Roecks for her years of loyal service to the students, staff, and faculty of CSM; and,

RESOLVED, that the Academic Senate, Classified Senate, and Associated Students of College of San Mateo wish Jan many, many years of happiness and relaxation in her retirement.

Passed unanimously by the CSM Academic Senate and the Classified Senate on May 14, 2019, and by the Associated Students on May 6, 2019.

College of San Mateo Academic Senate
Spring 2019

**Honor and Thank Vice President of Instruction,
Sandra Stefani-Comerford**

Resolution 01.01 S19

WHEREAS, Sandra Stefani-Comerford spent much of her career teaching students the nuances of MLA documentation and em dashes in CSM's English department;

WHEREAS, as a member of the English Department faculty, Sandra worked with colleagues to open the CSM Writing Center, one of the first "one-stop" centers on campus;

WHEREAS, Sandra, who is continually straightened by the values of her family, worked as a full-time professor and mother, all the while pursuing her Ed.D.;

WHEREAS, Sandra served as the campus's first ever SLO and assessment coordinator before joining the ranks of administration as Dean of Language Arts;

WHEREAS, Sandra rose admirably from the world of faculty, through upper administration, bringing a gift of commitment to pedagogical needs and aspirations, within fiscally responsible parameters, always with a joyful smile and a heart sincerely devoted to aiming high;

WHEREAS, Sandra's love for CSM was so strong that she stayed an extra semester to endure the mind-numbing work of preparing for accreditation;

RESOLVED, the Academic Senate, Classified Senate, and Associated Students of College of San Mateo honor and thank Sandra for her unwavering service to the college's students, faculty, and staff; and,

RESOLVED, the Academic Senate, Classified Senate, and Associated Students of College of San Mateo wish Sandra many happy years of retirement with her family.

Passed unanimously by the CSM Academic Senate and the Classified Senate on May 14, 2019, and by the Associated Students on May 6, 2019.

ASCSM Club Travel Bylaws

Section 1 Intent

The Associated Students recognizes the value that members of student clubs and organizations can gain by attending off campus activities, such as conferences. Given the significant cost that accompanies these opportunities, however, the Associated Students also recognizes that there sometimes have to be limitations to the number of members able to attend. These bylaws have been adopted in order to ensure that all members of student clubs and organizations are given fair and equal consideration in being chosen to attend these limited off-campus opportunities.

Section 2 Selection Procedure

- 2.1 Each club or student organization shall be required develop a process by which members will be selected to attend an off-campus event or activity.
- 2.2 This process must be open and transparent.
- 2.3 An outline of this process must be included with the club's funding proposal to the Inter Club Council and the Student Senate.
- 2.4 The club's advisor must verify in writing that this procedure was followed to select attendees.
- 2.5 If any member of the club feels that the selection process was not open and transparent, they may request a review by the Student Life and Leadership Manager. The request must be made in writing via email within three (3) business days after the decision has been made.
 - 2.5.1 The Student Life and Leadership Manager shall determine whether or not the process outlined by the club satisfied the requirements of this section.
 - 2.5.2 If the Student Life and Leadership Manager determines that the process did satisfy the requirements of this section, no further action shall be taken.
 - 2.5.3 If the Student Life and Leadership Manager determines that the process did not satisfy the requirements of this section, the club shall be required to develop a new process that must be approved by the Student Life and Leadership Manager.
 - 2.5.4 All determinations by the Student Life and Leadership Manager shall be final.

Section 3 Follow Up Report

- 3.1 Within one (1) month after the off-campus event or activity, the club must present a 3 to 5 minute report back to the Student Senate regarding the following:
 1. Overview of the event/activity
 2. What the group learned
 3. How the group will implement what was learned on campus
- 3.2 In the event that the off-campus activity takes place less than a month before the end of the fall semester, the club will be required to give the presentation no later than the third Student Senate meeting of the following spring semester.
- 3.3 In the event that the off-campus activity takes place less than a month before the end of the spring semester, the club shall be required to present a written report covering the topics outlined in Section 3.1 to the Center for Student Life and Leadership Development no later than the end of the spring semester.