



Student Senate Regular Meeting Agenda

Monday, June 11, 2018, 2:15 pm

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

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 and 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. Swearing In**
- III. Roll Call**
- IV. Approval of the Agenda**
- V. Approval of the Minutes of Prior Meeting(s)**
- VI. 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.
- VII. Reports**
 - a. Officers**

i. President	Mondana Bathai
ii. Vice President	Georgia Giari
iii. Finance Director	Gabriela Topete Eng Goon
iv. Vice Chair	<i>vacant</i>
v. Secretary	Jordan Chavez
 - 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
- VIII. Unfinished 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**

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.

IX. New Action, Discussion, and Information Items

a. ASCSM Summer Leadership Retreat

The Senate shall review, discuss and consider information about the upcoming ASCSM Summer Leadership Retreat. No action to take place.

b. Review of the Ralph M. Brown Act and Parliamentary Procedure

The Senate shall review, discuss and consider information regarding the Ralph M. Brown Act (California Government Code Section 54950, et seq.) and Robert's Rules of Order/parliamentary procedure. No action to take place.

c. Overview of the Role and Function of Student Government

The Senate shall review and discuss the role and function of student government, particularly as it relates to participatory governance, at College of San Mateo. No action to take place.

X. Future Agenda Items

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

XI. 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.

XII. Adjournment



Student Senate Minutes (Unapproved)

Monday, May 7, 2018

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: Vice Chair Spencer (Sitt) Paing; Secretary Jordan Chavez; Senators Jose Barajas, Mondana Bathai, Fatima Briones, Max Gaines, Georgia Giari, Natalia Gomez Torres, Andreas Langenbacher, Claire (Linfang) Liu, April (Youn) Thu, & Mandy (Yaxuan) Wang.

Members Absent: President Colby Riley (*excused*) & Vice President Katrina Relos.

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

APPROVAL OF THE AGENDA

Motion to approve the agenda as presented by Senator Topete Eng Goon; seconded by Senator Wang. Hearing no objections, the motion carried.

APPROVAL OF THE MINUTES OF PRIOR MEETING(S)

Motion to approve the minutes of the Monday, April 30, 2018 meeting by Senator Barajas; seconded by Senator Gaines. Hearing no objections, the motion carried.

ANNOUNCEMENTS AND HEARING OF THE PUBLIC

None.

REPORTS

Vice Chair Paing hoped that everyone was doing well and noted that this meeting would be the last official ASCSM Senate meeting of the 2017-18 term. Mr. Paing announced that the Inter Club Council would be holding an end-of-the-year celebration to thank ICC reps for their hard work throughout the year; he encouraged members of the Senate to attend. Vice Chair Paing indicated that, later that evening, the Creative Writing Club would be having an Open Mic event.

Secretary Chavez told the Senate that, after the following week's events were finished, much help would be needed to clean up the prep room and storage room in Building 12; this opportunity was opened up to members of the Senate, as well as to clubs who needed to fulfill their service hour requirements.

Senator Topete Eng Goon recalled her attendance of the last College Assessment Committee meeting; soon, the committee would determine whether or not it would be merging with several other participatory governance committees, and how that change would affect assignments to such committees. Ms. Topete Eng Goon remarked that the CAC needed help in gauging how well students felt prepared for careers and independence after fulfillment of their GE requirements. Senator Topete Eng Goon also attended the last Institutional Planning Committee meeting, noting that an update on the college's Master Educational Plan would be presented in two weeks. Ms. Topete Eng Goon announced that the Advocacy Board would be hosting an event on empowering students to utilize their voices this Wednesday, from 11:00 a.m. to 1:00 p.m.; she urged members of the Senate to come and volunteer for the event. The Writers' Project would also be hosting a launch party for their latest edition of *The Labyrinth* in Building 10; she told Senators to come check out their works and enjoy refreshments.

Senator Bathai reported that Programming Board's Relaxation Week would commence the following week on Tuesday and Wednesday, from 11:00 a.m. to 2:00 p.m., as well as 4:00 p.m. to 6:00 p.m. on both days; the Board will be distributing food, prizes, and care packages to get students motivated for their upcoming final exams. Ms. Bathai also announced that, in lieu of a meeting for next Monday, ASCSM would be hosting an end-of-the-year banquet to celebrate the group's dedication throughout the year; it will take place at 2:15 in the usual conference room, and will include food, prizes, games, and other activities.

Student Life and Leadership Manager Schaefer congratulated everyone who had been elected to an ASCSM office for the following year; he stated that the election had been uncontested for most positions aside from that of Vice President, noting that there would now be a full Senate with 16 positions, as well as a full Executive Cabinet. Mr. Schaefer reiterated Senator Bathai's announcement of next week's ASCSM Banquet, lauding her, as well as President Riley and Vice President Relos for organizing the event. Board members and members of CSM faculty who have shown support for AS will be invited to attend the banquet. Advisor Schaefer told Senators that if they, or anyone they knew was interested in receiving cash or club service hours, they needed to contact Advisor Hamadeh about working during May 25th's Commencement. Mr. Schaefer requested that members clean out their belongings from the Senate Office before the summer began.

APPOINTMENTS

None.

LEGISLATIVE BILLS

None.

FUNDING FOR OPEN MIC EVENT — CREATIVE WRITING CLUB

Creative Writing Club will be hosting an open-mic event to give students an opportunity to express themselves creatively in front of an audience. Students will be able to present their writing, artwork, photography, and other forms of artistic expression. This event took place after the meeting, on Monday, May 7th, from 6:30 p.m. to 8:30 p.m. in Building 10. The proposal's budget was amended from \$600.00 to \$1,300.00 to cover facilities fees; this budget also includes funding for pizza, beverages, and snacks.

Motion to approve a total of \$1,300.00 to fund Creative Writing Club's Open Mic event by Senator Topete Eng Goon; seconded by Senator Langenbacher. By a vote of 11 in favor, 0 opposed, and 0 abstaining, the motion carried.

FUNDING FOR PUBLIC SAFETY EVENT

In conjunction with the Advocacy Board's Effecting Change Day, President Riley and Senator Topete Eng Goon desired to promote an open forum pertaining to the SMCCD Public Safety Department; during this time, students and other members of the CSM community will have a chance to ask questions or raise their concerns to Public Safety. Funding was requested to cover facilities fees for the event, as well as food and other necessities.

Motion to approve \$1,000.00 to fund the Public Safety event by Senator Langenbacher; seconded by Senator Gaines. By a vote of 11 in favor, 0 opposed, and 0 abstaining, the motion carried.

FUNDING FOR ICC END-OF-THE-YEAR CELEBRATION

Vice Chair Paing brought forth the possibility of holding an end-of-the-year celebration for Inter Club Council Representatives; this would take place on May 9th, from 1:30 p.m. to 2:30 p.m. in Building 18, Room 308, where the Council typically meets. This celebration will serve as a "thank you" to those who have served their clubs and the campus by being ICC reps. Funding was proposed for food and refreshments.

Motion to approve \$1,500.00 from the Club Account Reserve to fund the ICC's end-of-the-year celebration by Senator Thu; seconded by Senator Barajas. By a vote of 11 in favor, 0 opposed, and 0 abstaining, the motion carried.

XEROX MACHINE LEASE

Because the Center for Student Life's Xerox machine had begun to show signs of tiring out, Advisors Hamadeh and Schaefer proposed updating all of the machines that ASCSM uses. To save costs, the Student Life Center will be leasing new machines instead of buying; to accomplish this, the Senate must approve the creation of a new line item in the 2018-19 academic year's budget. This new permanent line item will be included in the non-discretionary budget, and will cost around \$150.00 a month.

Motion to create a new line item in ASCSM's 2018-19 Budget for the lease of a new Xerox machine by Senator Thu; seconded by Senator Bathai. By a vote of 11 in favor, 0 opposed, and 0 abstaining, the motion carried.

FUNDING FOR NEW PRINTER

Similar to the condition of the Student Life Center's Xerox machine, the office's main printer also needs updating. Another, newer color printer will be purchased to fulfill the needs of the office and ASCSM with quicker and better service. A four-year warranty is included in the printer that will be bought.

Motion to approve \$3,500.00 from the 5181 Furniture, Fixtures, & Equipment Account by Senator Topete Eng Goon; seconded by Senator Barajas. By a vote of 11 in favor, 0 opposed, and 0 abstaining, the motion carried.

REVISION OF ASCSM BYLAWS

A draft of potential revisions to the ASCSM Bylaws included the addition of an article regarding scholarships rewarded to members of the ASCSM Senate. This untitled article stipulates that, along with the specific criteria of certain roles within the Senate, members are expected to fulfill a benchmark of service to receive their scholarships. Attached was a document outlining the scholarship amounts and particular requirements for Senators and Executive Cabinet members to earn their rewards. This scholarship system has been set in place to incentivize hard work among the group during ASCSM activities and responsibilities and will be given at the end of the academic year to those who have met the award's criteria. To account for possible departures from the Senate, awards will be adjusted depending on the time served as a member.

Motion to approve this revision to the ASCSM Bylaws by Senator Gaines; seconded by Senator Briones. By a vote of 11 in favor, 0 opposed, and 0 abstaining, the motion carried.

FUTURE AGENDA ITEMS

None.

FINAL ANNOUNCEMENTS AND HEARING OF THE PUBLIC

None.

ADJOURNMENT

Motion to adjourn the meeting at 3:00 p.m. by Senator Langenbacher; seconded by Senator Topete Eng Goon. Hearing no objections, the motion carried.

Submitted by,

Jordan Chavez
ASCSM Secretary

ASCSM Oath of Office

I, <<state your name>>, do solemnly swear to uphold the Constitution of the Associated Students of College of San Mateo. I commit myself to making fair, ethical and informed decisions about issues that affect students while keeping their best interests at heart. I will ensure an open, supportive, and welcoming environment for our students and surrounding community. Finally, I will strive to be a positive role model who leads by example, both in academic and extra-curricular programs.

Appointments

There is no printed material related to this item.

Legislative Bills

There is no printed material related to this item.

ASCSM Summer Leadership Retreat

There is no printed material related to this item.

Review of the Ralph M. Brown Act and Parliamentary Procedure

Material related to this item will be distributed at the meeting.

Overview of the Role and Function of Student Government

Material related to this item will be distributed at the meeting.