



Associated Students of College of San Mateo

Student Senate Minutes (Approved)

Monday, July 9, 2018

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

CALL TO ORDER

The meeting was called to order at 2:18 p.m.

ROLL CALL

Members Present: President Mondana Bathai; Vice President Georgia Giari; Finance Director Gabriele Topete Eng Goon; Vice Chair Sitt Spencer Paing; Senators Vitor Gabriel de Oliveira Viana, Max Gaines, Enya Nava, Joseph Park, Ashley Perrilliat, Rosemarie Tyler, Youn April Thu, and Andrew Young.

Members Absent: Secretary Jordan Chavez; Senators John Burrigh, Dorian King, and Szymon Rying.

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

APPROVAL OF THE AGENDA

Motion to approve the agenda as presented by Vice Chair Paing; seconded by Senator Young. Hearing no objections, the motion carried.

APPROVAL OF THE MINUTES OF PRIOR MEETING(S)

Motion to approve the minutes of the Monday, June 25, 2018, meeting by Senator Young; seconded by Senator Thu. Hearing no objections, the motion carried.

ANNOUNCEMENTS AND HEARING OF THE PUBLIC

None.

REPORTS

President Bathai welcomed the Senate to the meeting and expressed her hope that everyone had a wonderful Independence Day holiday. President Bathai asked that members of the Senate stay behind after the meeting to assist with the cleaning of the Student Life Prep Room and Storage Room.

Vice President Giari stated that she was excited to see the Prep Room cleaned up.

Finance Director Topete Eng Goon stated that a budget proposal would be brought to the Senate at its next meeting.

Vice Chair Paing reported that Professor Teeka James is looking for students to enroll in her Women In Literature course for the fall semester. Mr. Paing encouraged anyone looking for an English or Literature course to consider signing up.

Student Life and Leadership Manager Schaefer expressed his hope that everyone had a wonderful Independence Day holiday. Mr. Schaefer reminded members of the Senate to contact him to schedule an intake meeting prior to the start of the fall semester. Mr. Schaefer also reminded members of the Senate to keep the morning of Thursday, Aug. 9, available to help out with the College's annual Welcome Day event. The entire Senate is expected to assist with the event. It will also be the first opportunity for clubs to earn Service Hours for the fall semester. The day will start at 8 a.m. and be done by 1 or 1:30 p.m. This year's event is being heavily promoted to the Promise and Year One program students, so we are anticipating much larger turnout. This will be an opportunity for the A.S. to promote itself and sign up students for the boards. Finally, Mr. Schaefer stated that more information about the summer retreat will be going out shortly, including information about the Myers-Briggs Type Indicator assessment.

Student Life and Leadership Assistant Hamadeh reported that he had attended a meeting earlier in the day during which the numerous activities that will take place over the next academic year were discussed. These include review of the Institutional Self Evaluation Report (ISER) in preparation for next year's accreditation site visit, review of the Educational Master Plan, and Program Review. Mr. Hamadeh encouraged members of the Senate to be engaged with these activities as the student voice will be vital in shaping the future of the College.

FUNDING FOR ASCSM PROMOTIONAL ITEMS FOR WELCOME DAY

Mr. Schaefer stated that the Senate has traditionally provided funding to purchase giveaway items for the annual Welcome Day event. These items are usually unique to Welcome Day. They provide a way to promote the A.S. to new students and encourage them to get involved during the academic year.

Motion to approve \$3,500.00 from the Publicity account (#5151) for ASCSM promotional items for Welcome Day by Vice Chair Paing; seconded by Senator Thu. By a vote of 9 in favor, 0 opposed, and 0 abstaining, the motion carried.

FUNDING FOR ASCSM PROMOTIONAL ITEMS FOR WELCOME WEEK FALL 2018

Mr. Schaefer explained that as part of the fall Welcome Week event, the Senate usually purchases giveaway items for new and returning students. These items help promote the A.S. and encourage student involvement. In addition to the standard ASCSM branded pens and highlighters, Senator Thu, working with President Bathai and Finance Director Topete Eng Goon, has already begun identifying items to order for the fall. In order to make sure that the items arrive in time, they must be ordered now.

Motion to approve \$15,000.00 from the Publicity account (#5151) for ASCSM promotional items for Fall 2018 Welcome Week by Senator Nava; seconded by Senator Gaines. By a vote of 9 in favor, 0 opposed, and 0 abstaining, the motion carried.

FUNDING FOR STUDENT PLANNERS

Mr. Schaefer stated that several years ago, when the campus vending fund still received a portion of the profits from the coffee service, the Center for Student Life purchased student planners that were distributed to students who picked up a Student ID Card. The planners were very popular. Unfortunately, because the funding from the campus coffee service stopped, the Center for Student Life had to cease ordering the planners. Now, with the increase in the Student Body Fee and the freeing up of some of the vending funds, it is again viable to order the planners.

Motion to approve allocating \$7,500.00 from the Publicity account (#5151) to purchase student planners by Senator Thu; seconded by Senator Nava. By a vote of 9 in favor, 0 opposed, and 0 abstaining, the motion carried.

FUNDING FOR ASCSM APPAREL

Mr. Schaefer explained that every few years, the Senate needs to replenish its supply of polo shirts and Board T-shirts. The polo shirts are distributed to members of the Senate. The Board T-shirts are distributed to those who serve on the Advocacy, Cultural Awareness, and Programming Boards. Not only is our current stock running low, but we also need to update the Board T-shirts to include the Cultural Awareness Board, which did not exist the last time the T-shirts were ordered. This order is separate from the unique piece of apparel that each Senate orders.

Motion to approve \$6,000.00 from the Publicity account (#5151) to purchase ASCSM polo shirts and Board T-shirts by Senator Perrilliat; seconded by Senator Nava. By a vote of 9 in favor, 0 opposed, and 0 abstaining, the motion carried.

FUNDING FOR REPLACEMENT COMPUTERS FOR ASCSM OFFICE

Introducing this item, Mr. Schaefer explained that the computers in the ASCSM Office are almost 10 years old. They were all purchased after the campus remodeling project when the Center for Student Life and ASCSM moved into Building 17. The age of the computers means that ITS cannot install the latest operating systems, security patches, and applications. We were planning to wait until we returned to Building 17 to replace the machines, but given the recommendation from ITS and the uncertainty of the Building 17 construction timeline, we have decided to move forward

with replacing the machines now. Since there has never been an instance where all six machines are in use at the same time, only two PCs and two Macs will be ordered.

Motion to approve \$10,000.00 from the Furniture, Fixtures, and Equipment account (#5181) to purchase replacement computers for the ASCSM Office by Senator Gaines; seconded by Senator Taylor. By a vote of 9 in favor, 0 opposed, and 0 abstaining, the motion carried.

FUTURE AGENDA ITEMS

The following items were recommended for the next Senate meeting:

- Stage 1.0 Budget
- Summer Event Debrief
- Event Planning Workshop
- Goals for 2018-19
- Fall 2018 Welcome Week Funding

FINAL ANNOUNCEMENTS AND HEARING OF THE PUBLIC

None.

ADJOURNMENT

Motion to adjourn at 2:51 p.m. by Senator Thu; seconded by Senator Perrilliat. Hearing no objections, the motion carried.

Submitted by,

Fauzi Hamadeh
Student Life and Leadership Assistant