



Associated Students of College of San Mateo

## Student Senate Minutes (Approved)

Monday, August 19, 2019

College Center Building 10, City Heights Conference Room (Room 401)

### CALL TO ORDER

The meeting was called to order at 2:17 p.m.

### ROLL CALL

Members Present: President Andrew Young; Vice President Max Gaines; Finance Director Chun Wai (Mark) Wong; Vice Chair Candela Graciarena; Secretary/District Student Trustee Jordan Chavez; Senators Josephine Cheung, Ariana Davarpanah, Gabriella van Eijk, Giselle Espinoza, Candela Graciarena, Sajan Gurung, Dyana Huaraz, Lauren Lazalde, Livienna Lie, Joseph Nguyen, Abdel Rahman Al Najjar, Chetesh Singh, Shiyun Tao, Alexis Williams, Gabriella Yuen.

Members Absent: Senator Malik Griffin.

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 Espinoza; seconded by Senator Lazalde. Hearing no objections, the motion carried.

### APPROVAL OF THE MINUTES OF PRIOR MEETING(S)

Motion to approve the minutes of the Monday, July 29, 2019, meeting by Senator Davarpanah; seconded by Senator Yuen. Hearing no objections, the motion carried.

Motion to approve the minutes of the Monday, August 12, 2019, meeting by Senator Yuen; seconded by Senator Davarpanah. Hearing no objections, the motion carried.

### ANNOUNCEMENTS AND HEARING OF THE PUBLIC

None.

### REPORTS

President Young bade everyone a good afternoon and thanked members for coming out; he encouraged the Senate to keep up the good work within recruitment for the three ASCSM Boards.

Finance Director Wong told the Senate that, should they have any questions regarding the Senate's budget and finances, they could come talk to him at any time.

Vice Chair Graciarena indicated that the Inter Club Council would be having its first meeting of the semester on Tuesday, August 27<sup>th</sup>, from 1:15 p.m. to 2:15 p.m., in Building 18, Room 308.

Student Life and Leadership Manager Schaefer welcomed members back to the Fall semester; he stated that the next meeting would take place in the regular meeting space, College Heights Conference Room.

Student Life and Leadership Assistant Hamadeh reminded the Senate of the new leadership changes at the District level. CSM President Mike Claire would be the District's Acting Chancellor after Chancellor Galatolo's title changed to

Chancellor Emeritus. CSM Vice President of Student Services Kim Lopez would be the College's Acting President, while Vice President of Instruction and Vice President of Administrative Services Micaela Ochoa would be taking over her duties as VPSS.

## **APPOINTMENTS**

President Young presented the following appointments:

- Senators Espinoza & Lazalde as Publicity Co-Commissioners  
Motion to approve the appointments by Senator Nguyen; seconded by Senator Yuen.
- Christopher Padron & Matthias Yeung to the Publicity Board  
Motion to approve the appointments by Senator Nguyen; seconded by Senator Yuen.
- Zaina Abdelrahman, Suzi Heikal, & Christopher Padron to Programming Board  
Motion to approve the appointments by Senator Espinoza; seconded by Senator Cheung.
- Matilde Christiansen, Bao Vang, Maya Riley, & Iris Zhang to Cultural Awareness Board  
Motion to approve the appointments by Vice Chair Graciarena; seconded by Senator Lazalde. Hearing no objections, the motion carried.
- Matt Zell to Advocacy Board  
Motion to approve the appointment by Senator Yuen; seconded by Senator Tao. Hearing no objections, the motion carried.

## **LEGISLATIVE BILLS**

None.

## **DEBRIEF OF ASCSM EVENTS**

None.

## **FUNDING TO PURCHASE CANOPY, PROMOTION ITEMS**

To boost ASCSM's branding during events, the purchase of branded tents/canopies, tablecloths, and other items was proposed to the Senate. Senator Davarpanah encouraged the idea of this purchase, stating that it would benefit ASCSM by getting the name out to students.

Motion to approve \$6,000.00 from the 5151 Publicity Account to fund the purchase of ASCSM-branded items by Senator Huaraz; seconded by Senator Nguyen. By a vote of 15 in favor, 0 opposed, and 0 abstaining, the motion carried.

## **FUNDING FOR FALL 2019 CLUB FAIR**

Vice Chair Graciarena told the Senate that this semester's Club Fair was planned for September 24<sup>th</sup> and 25<sup>th</sup>. Funding was proposed to cover the costs of facilities and food for the event. Members noted that, in the past, a number of Club Fairs had not been that successful due to coordination/timing issues. Ms. Graciarena stated that she would work closely with the Publicity team and come up with new ways to spice up the event.

Motion to approve \$1,500.00 from the Club Account Reserve to fund the Fall 2019 Club Fair by Senator Huaraz; seconded by Senator Nguyen. By a vote of 15 in favor, 0 opposed, and 0 abstaining, the motion carried.

## **REVIEW OF PLANS FOR FALL 2019 WELCOME WEEK**

Senator Huaraz stated that planning for the upcoming Fall 2019 Welcome Week Event was going well; food orders would be placed soon and an adequate number of volunteers for tabling and "Majors in the Quad" were already in place. This event will give new students the opportunity to talk to both students and faculty of various majors they may be interested

in. This event will take place on August 27<sup>th</sup> and 28<sup>th</sup>, and will include games, food such as burritos, sandwiches, and boba drinks, and other activities; there will also be a nighttime event for Fall 2019 Welcome Week. Advisor Hamadeh indicated that all the promotional materials for the event had come in, including credit card holders for phones and sticky note pads. Members were asked to help fill bags for the event on Friday, August 23<sup>rd</sup>.

### **REVIEW OF ASCSM OFFICE RULES**

Advisors Schaefer and Hamadeh reviewed a list of the rules and expectations for usage of the ASCSM Senate Office in Building 12. They noted that it was important to be respectful of others while using the space, and to keep the space clean. Vice President Gaines will be forwarding a weekly cleaning schedule with all members of the Senate to follow.

Hearing no objections, the meeting recessed at 2:56 p.m.

### **INTRODUCTION AND OPEN DISCUSSION OF CSM CABINET**

The meeting was called back into session at 3:04 p.m.

Due to the changes in leadership at the District level, much shifting around has been done within the CSM Cabinet. Vice President of Student Services Kim Lopez is now Acting President of CSM; VPI Mike Holtzclaw and VPA Micaela Ochoa will be taking over the duties of the former VPSS.

President Lopez expressed her excitement to meet the new ASCSM group, noting that there were many new faces in the room; she indicated that within college districts, transitions in leadership are always happening. Ms. Lopez provided a little background on her expertise within higher education, including her experience as a former EOPS counselor, her time at the College of the Siskiyous, her time as Dean of Admissions, Dean of Counseling, and Vice President of Student Services at Cañada College.

Vice President of Administrative Services Ochoa introduced herself to the Senate, as she would be replacing former VPA Jan Roecks as the Interim VPA. Ms. Ochoa had a multitude of educational experience both in the Pleasanton and San Mateo-Foster City School Districts. She was a professor at Notre Dame de Namur University, and has also worked at Stanford University and UC Berkeley. Vice President Ochoa stated that, as VPA, she would be dealing with much of the finance and business operations of the College, including facilities and facilities requests.

Vice President of Instruction Holtzclaw was also new to the College and District, having been hired last semester. Mr. Holtzclaw professed his passion for international education and study abroad programs. He has worked in student services and admissions, earning positions as Dean of Math and Science at Ohlone College and President of Diablo Valley College. Vice President Holtzclaw also has a Master's and Ph.D. in geography.

President Lopez and Vice Presidents Holtzclaw and Ochoa reviewed the College's current goals, which included getting re-accredited by the ACCJC. Representatives from the ACCJC will be visiting the District between September 30<sup>th</sup> and October 2<sup>nd</sup>. Work on Guided Pathways was also in development; the College hopes to improve students' educational pathways. Mr. Holtzclaw reiterated the need for student input within participatory governance.

### **FUTURE AGENDA ITEMS**

- Funding for Building 17 Mixer
- Fall 2019 Welcome Week

### **FINAL ANNOUNCEMENTS AND HEARING OF THE PUBLIC**

Student Life and Leadership Manager Schaefer insisted that, if members were part of clubs, they get their paperwork in as soon as possible.

**ADJOURNMENT**

Motion to adjourn the meeting at 3:23 PM by Vice Chair Graciarena; seconded by Senator Lazalde. Hearing no objections, the motion carried.

Submitted by,

Jordan Chavez  
ASCSM Secretary

## ASCSM Senate Vote Record for Monday, August 19, 2019

	Funding to Purchase ASCSM Branded Items	Funding for Fall 2019 Club Fair										
Josephine Cheung	Yes	Yes										
Ariana Davarpanah	Yes	Yes										
Gabriella van Eijk	Yes	Yes										
Giselle Espinoza	Yes	Yes										
Candela Graciarena	Yes	Yes										
Malik Griffin	Absent	Absent										
Sajan Gurung	Yes	Yes										
Dyana Huaraz	Yes	Yes										
Lauren Lazalde	Yes	Yes										
Livienna Lie	Yes	Yes										
Joseph Nguyen	Yes	Yes										
Abdel Rahman Al Najjar	Yes	Yes										
Chetesh Singh	Yes	Yes										
Shiyun Tao	Yes	Yes										
Alexis Williams	Yes	Yes										
Gabriella Yuen	Yes	Yes										
Max Gaines*	N/A	N/A										
<i>Vote Count</i>	15-0-0	15-0-0										

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