



Associated Students of College of San Mateo

Student Senate Minutes (Approved)

Monday, March 16, 2020

Meeting via Zoom

CALL TO ORDER

The meeting was called to order at 2:20 p.m.

ROLL CALL

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

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 Senator Van Eijk; seconded by Senator Lazalde. Hearing no objections, the motion carried. Mr. Schaefer asked that reports be limited to items pertinent to the current situation.

APPROVAL OF THE MINUTES OF PRIOR MEETING(S)

Due to a lack of minutes from the prior meeting, this item was tabled.

ANNOUNCEMENTS AND HEARING OF THE PUBLIC

None.

REPORTS

President Young welcomed everyone to the meeting and announced that he is working on a survey that he would like to CSM students to gauge what kind of support they need during the COVID-19 health emergency.

Secretary Lie reminded the group to lean on each other during this time and to reach out for any help or support that may be needed.

Student Life and Leadership Manager Schaefer reported that at today's Manager's Meeting, it was announced that things are moving along as smoothly as possible with the exception of communicating with students who do not have technology during this time. The District is prioritizing distributing technology to faculty and staff but will start working on distributing available technology to students who need it as soon as possible.

Mr. Schaefer reiterated the beginning Tuesday, March 17, the CSM campus will be closed and off-limits to everyone except those with prior authorization to be there. Student Life is completely closed, and all staff are working from home. There are some pretty big challenges moving forward. From conversations with Administration and various other staff, no one thinks things will return to normal by April 6. Information is changing rapidly, and the District Administration is trying to keep up with things as best as possible.

The major challenge for ASCSM moving forward is going to be how to conduct elections. Mr. Schaefer has asked the Student Life staff and is also asking members of the Senate to brainstorm ideas for how to recruit candidates, how those candidates can campaign, and how to make sure students vote.

Mr. Schaefer stated that some of the requirements of the Brown Act have been suspended in order to allow groups like the Student Senate more flexibility in meeting. The anticipation is that the Senate will meet every other week going forward unless events warrant otherwise. Currently, none of the Boards are meeting, but if the Board Chairs would like to call meetings to check in with members in a social capacity, that would be okay.

Mr. Schaefer noted that most of the counties in the Bay Area have issued shelter in place orders that go into effect at 12:01 a.m. tonight, so only essential services will be open. The biggest challenge during this time is most likely going to be social isolation. Open spaces, such as parks, will still be available. He encouraged everyone to get out of their house for a walk or other activity while practicing social distancing guidelines.

Mr. Schaefer asked that members of the Senate pass along any questions or concerns they may have or that they may be hearing from their peers so that he can pass them along to Vice President of Instruction Mike Holtzclaw. The mechanisms by which students can have direct feedback, such as the Institutional Planning Committee (IPC), will be back up and running soon.

President Young asked if student assistants would continue to receive pay while the campus is closed. Mr. Schaefer responded that at the last Manager's Meeting, it was stated that student workers will continue to be paid based on the schedule they and their supervisors had agreed upon. Mr. Schaefer noted that an official communication would be coming from the District Human Resources Department to clarify the issue, but he did not anticipate that the District policy would be different from the College policy. Mr. Young asked if services like the Health Center or SparkPoint would be reconfigured to serve students. Mr. Schaefer stated that the Health Center and SparkPoint are closed but that they are referring students to community resources. Mr. Young noted that the A.S. could support these activities by stepping up social media outreach and communicating to students.

Finance Director Wong asked if there was any information on what would happen after April 6. Mr. Schaefer stated that he did not have any additional information other than what has been communicated so far. While the current hope is that we will return to normal operations on April 6, the District is taking its cues from the County Health Department.

Secretary Lie asked if students had access to the same Zoom account features as employees. Mr. Hamadeh said that he would follow up with ITS to clarify.

Student Life and Leadership Assistant Hamadeh thanked the members of the Senate for reaching out while he was out of the office dealing with family matters. Mr. Hamadeh echoed Secretary Lie's comments from earlier that members of the Senate should be checking in with one another and supporting one another during this time. He also encouraged members of the Senate to reach out to folks on the boards and in clubs. Mr. Hamadeh encouraged members of the Senate to also reach out to Mr. Schaefer or himself for any support they may need.

APPOINTMENTS

None.

LEGISLATIVE BILLS

None.

DEBRIEF OF ASCSM EVENTS

None.

FUNDING FOR ONLINE ELECTIONS

Mr. Schaefer stated that due to the ongoing COVID-19 pandemic, there is a possibility that the Spring 2020 General Election and the Student Trustee Nominee Election will have to be held online. The Center for Student Life is exploring possible ways to utilize tools available for free through the District. In the event that these tools are not sufficient, the

funds requested as part of this proposal would go towards a third-party vendor that would allow us to hold the elections online.

Motion to approve \$6,000.00 from the Operations account (#5145) to fund online elections by Senator Nguyen; seconded by Senator Griffin. The motion carries with 15 voting in favor, 0 opposed, and 0 abstaining.

DELEGATION OF ELECTION AUTHORITY

Mr. Schaefer explained that the Center for Student Life staff is requesting the delegation of authority to make changes to the election bylaws and guidelines in order to respond to the unique situation presented during the COVID-19 health crisis. The Election Commission would be informed of any changes. If a majority (50 percent plus 1) of the Election Commission objected, the matter would be brought before the full Senate for a vote. Most of the changes would have to do with the election timeline, instituting new rules around online campaigning and voting, and other similar matters.

Motion to approve delegation of election authority to the Center for Student Life staff by Senator Lazalde; seconded by Senator Yuen. The motion carries with 15 voting in favor, 0 opposed, and 0 abstaining.

ELECTION FUNDING

In the event that we are able to return to campus before the end of the spring semester and conduct elections normally, this funding would help advertise the elections.

Motion to approve \$3,000.00 from the Publicity account (#5151) to promote the Spring 2020 General Election and Student Trustee Nominee Election by Senator Lazalde; seconded by Senator Nguyen. The motion carries with 15 in favor, 0 opposed, and 0 abstaining.

FUNDING FOR SPACE RENTAL

Mr. Schaefer stated that this item was no longer needed. It was thought that the Senate may need to find an alternate location in which to meet but given the ability to use Zoom and the shelter in place order in San Mateo County, that is not necessary.

COVID-19 EMERGENCY STUDENT FUND

Mr. Schaefer explained that funds would be set aside to support students who may fall through the cracks during the COVID-19 emergency. The money could be used in several ways, including but not limited to support for housing, for food, for technology, or for any need that may arise. A process by which students may apply for the funds will need to be devised and Executive Cabinet would be the group that would authorize grants. The proposal would set aside \$20,000.00 from the ASCSM Reserves for this purpose.

Motion to approve \$20,000.00 from the ASCSM Reserves for the COVID-19 Emergency Student Fund by Senator Nguyen; seconded by Senator Yuen. The motion carries with 15 voting in favor, 0 opposed, and 0 abstaining.

SPRING FLING FUNDING

In the event that the spring semester is not canceled, this funding would allow the Programming Board to hold a Spring Fling event over two days.

Motion to approve \$3,000.00 from the Programming account (#5150) for Spring Fling by Senator Cheung; seconded by Senator Nguyen. The motion carries with 15 voting in favor, 0 opposed, and 0 abstaining.

FUTURE AGENDA ITEMS

None.

FINAL ANNOUNCEMENTS AND HEARING OF THE PUBLIC

Mr. Schaefer stated that he missed everyone, and he looked forward to the time when everyone is back on campus.

President Young encouraged everyone to stay connected during this trying time.

ADJOURNMENT

Motion to adjourn the meeting at 3 p.m. by Senator Lazalde; seconded by Senator Van Eijk. Hearing no objections, the motion carried.

Submitted by,

Fauzi Hamadeh

Student Life and Leadership Assistant