



Associated Students of College of San Mateo

Student Senate Regular Meeting Agenda

Monday, June 3, 2019, 2:15 p.m.

College Center Building 10, College Heights Conference Room (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. 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	Andrew Young
ii. Vice President	Max Gaines
iii. Finance Director	Mark (Chun Wai) Wong
iv. Vice Chair	<i>vacant</i>
v. Secretary & District Student Trustee	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. 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

VIII. Unfinished Business: Action, Discussion, and Information Items

a. Appointments – President Young

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.

c. Debrief of ASCSM Events

The Senate shall discuss and review any recent ASCSM events; no action to take place.

IX. New Business: Action, Discussion, and Information Items

a. Review of Ralph M. Brown Act & Parliamentary Procedure

The Senate shall review and discuss 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.

b. Overview of the Role & Function of Student Government

The Senate shall review and discuss the role and function of student government, particularly as it relates to participatory governance; no action to take place.

c. Funding for Welcome Day Giveaways

The Senate shall discuss and consider the request to allocate funds for the purchase of giveaways that will be distributed during Welcome Day, August 8th, 2019; possible action to take place.

d. Funding for ASCSM-Branded Giveaway Items

The Senate shall discuss and consider the request to allocate funds for the purchase of ASCSM-branded materials to give out and utilize during the academic year; possible 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

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.



Associated Students of College of San Mateo

Student Senate Minutes (Unapproved)

Monday, May 6, 2019, 2:16 p.m.

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

CALL TO ORDER

The meeting was called to order at 2:16 p.m.

ROLL CALL

Members Present: President Mondana Bathai; Vice President Georgia Giari; Finance Director John Burright; 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 Young. Hearing no objections, the motion carried.

APPROVAL OF THE MINUTES OF PRIOR MEETING(S)

Motion to approve the minutes of the Monday, April 29, 2019 meeting by Senator Nava; seconded by Senator Young. Hearing no objections, the motion carried.

ANNOUNCEMENTS AND HEARING OF THE PUBLIC

None.

REPORTS

President Bathai stated that it had been a pleasure working with everyone, as it was the last meeting, and hoped that members would attend the end-of-the-year banquet. The banquet would take place at 2:15 p.m. the following Monday. Ms. Bathai reported on the District Student Council's meeting with Chancellor Galatolo regarding the District's upcoming meal plan initiative. This Chancellor explained that this program would be need-based, and requested that each student government allocate funding to cover a number of meals. The Council agreed on allowing each Senate to determine whether or not they would provide these funds, and how much would be allotted for the initiative.

Vice President Giari also attended the meeting with the Chancellor, noting that there was concern on whether the program would truly reach the people who need it. She reminded the Senate to keep other events, activities, and programs in mind when deciding how much funding would be allocated to cover the meal initiative.

Senator Graciarena announced that Creative Writing Club and the Writers' Project would be collaborating to host an Open Mic Night on Wednesday, May 8th, from 6:00 p.m. to 8:30 p.m. in Building 10. This event would also be the launch for the Writers' Project's Fall 2018 issue of their literary magazine, *Labyrinth*.

Senator King reminded the Election Commission that vote counting would take place right after the Senate meeting.

Senator Viana reported that the Transportation Task Force discussed possible solutions for students' difficulties with transportation to and from campus. Mr. Viana acknowledged different possibilities that the College was considering, including alternatives from companies such as Uber and commute.com, implementing a transportation fee, acquiring

student discounts for SamTrans, developing a carpool drop-off and pick-up system, and utilizing a shuttle for all three campuses in the District.

Student Life and Leadership Manager Schaefer told the Senate that the Building 17 Staff Assistant position was moving forward; on-campus groups such as the YearOne Promise Program and SparkPoint, who will be sharing Building 17 space, have dedicated funding for the position's salary. Mr. Schaefer encouraged members who were not partaking in the Commencement Ceremony to usher the event, noting that the last day to register to become an usher was May 16th. Advisor Schaefer indicated that ushers would have to attend one of three training sessions held before the rehearsal of Commencement.

Student Life and Leadership Assistant Hamadeh recalled feedback on the College's Grab-n-Go initiative. Overall, only \$800.00 of the \$5,000.00 approved to fund the Grab-n-Go initiative was expended. Mr. Hamadeh told the Senate that the CSM Scholarship Ceremony would take place on Friday, May 17th. Students would be able to earn club volunteer hours if they help out during this event. Advisor Hamadeh reminded the Senate of various office housekeeping needs, since it was the end of the year.

APPOINTMENTS

None.

LEGISLATIVE BILLS

None.

DEBRIEF OF ASCSM EVENTS

- Spring Fling – Programming Board

Senator Nava expressed her gratitude for all those who participated in Programming Board's Spring Fling event, which took place on May 7th and May 8th; she thanked Senator Taylor, in particular, for her hard work in coordinating the event.

President Bathai echoed Ms. Nava's appraisal of Senator Taylor and her dedication; she also noted that the boba drinks were unsurprisingly a hit with students.

Vice President Giari suggested, that, moving forward, volunteers at ASCSM events should try to push for ASCSM's social media pages more. She also recommended checking people's student IDs more consistently during events.

- ASCSM General Election – ASCSM Election Commission

Senator King stated that, overall, the ASCSM General Election for 2019-20 was a success, and thanked everyone who helped promote and coordinate the event in conjunction with Spring Fling.

President Bathai appreciated Ms. King's hard work in helping the Election Commission devise ways to increase voter turnout. She suggested working more closely to the Programming Board in the future, should the ASCSM General Election fall close to Spring Fling.

FUNDING FOR EOPS TEAMBUILDING EVENT

Oscar Avila from EOPS Club presented a proposal for the group's upcoming teambuilding event. This will be an opportunity for members who have shown dedication to EOPS to come together, enhance their team skills, and appreciate the hard work that comes with the club. The teambuilding event will take place at Great America; the day will start off and end with educational workshops on leadership. Funding would cover park admission and one meal for 15 people total, as well as mileage and parking of a District vehicle. This teambuilding event would take place on May 18th.

Motion to approve \$820.00 from the 5031 Club Assistance/ICC Account to fund EOPS Club's Teambuilding Event by Senator Nava; seconded by Senator Taylor. By a vote of 14 in favor, 0 opposed, and 0 abstaining, the motion carried.

FUNDING FOR PHOTO BOOTH FOR EOPS SPRING CELEBRATION

EOPS Club requested funding for a photo booth at their club's end-of-the-year celebration. This event will celebrate members of EOPS Club that will be transferring or receiving a degree, certificate, or scholarship.

Motion to approve \$480.00 from the 5031 Club Assistance/ICC Account to fund a photo booth for EOPS Club's Spring Celebration by Senator Langi; seconded by Senator King. By a vote of 15 in favor, 0 opposed, and 0 abstaining, the motion carried.

FUNDING FOR DE-STRESS WITH PLANTS EVENT

The Student Sustainability Club planned on organizing an event to help students de-stress before final exams. The club will be handing out free succulents and healthy snacks to aid them during the stressful period.

Motion to approve \$1,060.00 from the 5031 Club Assistance/ICC Account to fund Student Sustainability Club's De-Stress with Plants Event by Senator Taylor; seconded by Senator Nava. By a vote of 15 in favor, 0 opposed, and 0 abstaining, the motion carried.

DISCUSSION REGARDING FACULTY AND STAFF PROFESSIONAL DEVELOPMENT

Ariel Smith, the College's new Academic Senate President provided the Senate with information on the Center for Academic Excellence's upcoming professional development days. Ms. Smith stated that the goal of professional development days is to provide faculty and staff with workshops that will help them in their interactions with and service to students. In particular, Ms. Smith hopes to gain more feedback from students on what workshops they hope to have held during professional development; she also hopes that these professional development days will have more student involvement. An online survey was put out for students to have the opportunity to provide their thoughts on the matter, inquiring what instructors have done well for their students, and what areas needed to be improved.

REVIEW OF PROPOSED CSM VISION FOR SUCCESS GOALS

The State Chancellor's Office has requested that, each of the 72 college districts provide documents for their visions of success, identifying certain benchmarks each college has in the areas identified the Chancellor; this includes transfer rates, completion rates, unit accumulation, work force assistance, and equity. The Senate was asked to provide feedback on the goals as presented to President Bathai, Vice President Giari, and Finance Director Burrigh before the final Institutional Planning Committee meeting of the year.

APPROVAL OF RESOLUTION RECOGNIZING RETIRING VPA JAN ROECKS

The Senate was presented with a draft of a resolution recognizing CSM Vice President of Administrative Services, Jan Roecks', dedication to the District and to CSM, and for her commitment to students and upholding participatory governance.

Motion to approve Resolution 01.02 S19 Honor and Thank Vice President of Administrative Services Jan Roecks by Senator Ryng; seconded by Senator Taylor. By a vote of 15 in favor, 0 opposed, and 0 abstaining, the motion carried.

APPROVAL OF RESOLUTION RECOGNIZING RETIRED VPI SANDRA STEFANI-COMERFORD

The Senate was presented with a draft of a resolution recognizing former VPI Sandra Stefani-Comerford and her commitment to the campus and work as VPI, as well as the school's first ever SLO and assessment coordinator.

Motion to approve Resolution 01.01 S19 Honor and Thank Vice President of Instruction, Sandra Stefani-Comerford by Senator Martin; seconded by Senator Gaines. By a vote of 15 in favor, 0 opposed, and 0 abstaining, the motion carried.

ADOPTION OF BYLAWS REGARDING CLUB TRAVEL

A task force comprised of President Bathai, Vice Chair Paing, Secretary Chavez, and Senators King, Martin, and Taylor met earlier to provide new guidelines for club travel, particularly regarding the selection process of members who would attend off-campus trips. Advisor Hamadeh stressed the importance of allowing clubs to have valuable on-campus and off-campus experiences. As per the draft of ASCSM Club Travel Bylaws, all students in all clubs must given fair and equal consideration in being chosen to attend off-campus activities. Two of the biggest changes include that: the process of selection must be transparent and equitable and a follow-up report on the trip during a future Senate meeting will be required from each group.

Motion to approve the draft of ASCSM Club Travel Bylaws as presented by Senator Martin; seconded by Vice Chair Paing. By a vote of 15 in favor, 0 opposed, and 0 abstaining, the motion carried.

FUTURE AGENDA ITEMS

- Review of Ralph M. Brown Act & Parliamentary Procedure
- Overview of the Role & Function of Student Government
- Funding for Welcome Day Giveaways
- Funding for ASCSM-Branded Giveaway Items

FINAL ANNOUNCEMENTS AND HEARING OF THE PUBLIC

Advisor Schaefer reminded members of the Election Commission that ballot counting for the ASCSM General Election would take place in the Student Life Center, immediately following the Senate meeting.

Vice President Giari instructed members to come to the ASCSM Board Mixer, which would take place at 12:30 p.m. on Friday, May 10th, at Warehouse Buffet in Foster City. Ms. Giari also reported that the task force responsible for putting on ASCSM's end-of-the-year banquet was working on gift ideas for members.

ADJOURNMENT

Motion to adjourn the meeting at 3:21 PM by Senator Ryng; seconded by Senator Taylor. Hearing no objections, the motion carried.

Submitted by,

Jordan Chavez
ASCSM Secretary

The Ralph M. Brown Act

It's the Law

By

Aaron Schaefer

Student Life and Leadership Manager

College of San Mateo

What is the “Brown Act”

The Ralph M. Brown Act is a “sunshine” law enacted by the California Legislature to ensure that local PUBLIC agencies deliberate and take action in open and public manner. To achieve this goal, the Brown Act requires that meetings be open to the public and that all items discussed or voted on be on a previously posted agenda.

What is a Legislative Body

A “legislative body” is a governing body that is elected by the public. This includes city councils, district board of directors or trustees, student governments, etc. The Brown Act applies to any standing or temporary committee of a legislative body.

What Constitutes a Meeting

Government Code Section 54952.2 defines a “meeting” as any gathering of a majority of the members of a legislative body, no matter how informal, where the members hear, discuss or deliberate upon any item on which the legislative body legally COULD act. This includes receiving information.

What is not a Meeting

- ◆ Gatherings attended by a minority or majority of a group in which no official business of the legislative body is conducted
- ◆ Social events, such as a luncheon or wedding
- ◆ Conferences open to the public at which issues of public interest are discussed
- ◆ Public meetings organized by someone other than the legislative body addressing a topic of local concern
- ◆ Properly noticed open meetings of either another body of the same legislative body or another local agency.

Discussions Outside of a Meeting

- ◆ Members may not engage in conversations regarding items that may come before the group outside of meetings
 - ◆ Members may not lobby for or against any items
 - ◆ This includes via email, text messages, social media, or in-person discussions.
- ◆ Once action has been taken on an item, for example funding for an event or activity, the group is then free to discuss that item, and that item only, outside of the a meeting.

Place of Meetings

- ♦ Meetings must be held within the boundaries of the local agency, except:
 - ♦ To comply with federal or state law, or to attend a judicial proceeding in which the group is a party
 - ♦ Inspect real or personal property
 - ♦ Participate as a body in a multi-agency meeting held in another jurisdiction also participating in the meeting
 - ♦ Meeting in the closest facility if the local agency does not have a facility within the jurisdiction
 - ♦ Meet outside the jurisdiction at or nearby a facility owned by the agency, if items on agenda pertain to that facility
 - ♦ Visit the office of the agency's legal counsel for a closed session on pending litigation when doing so would reduce legal fees or costs

When Action is Taken

- ◆ “Action taken” is defined as:
 - ◆ A collective decision by a majority of the members of a legislative body
 - ◆ A collective commitment or promise by a majority of the members to make a positive or negative decision
 - ◆ An actual vote by the majority of the members when sitting as a body
 - ◆ A body MAY NOT take any action, either preliminary or final, by secret ballot (this includes elections of officers of that body)
 - ◆ A vote for each member must be recorded and published

Notice Requirements

- ◆ Regular Meetings:
 - ◆ Must be held at the time and place set by ordinance, resolution, or bylaws
 - ◆ Agenda must be posted 72 hours in advance

- ◆ Special Meetings
 - ◆ May be called by the chair or majority of the membership of the committee
 - ◆ Agendas must be delivered in person, mail, or by other means in writing to all members of the committee and (if requested) the local press. Notice and posting must be at least 24 hours in advance.

Notice Requirements (Continued)

- ◆ Emergency Meetings
 - ◆ An emergency situation involving matters which require prompt action, emergency situation is defined as:
 - ◆ A work stoppage or other activity which a majority of the legislative body determines severely impairs public health and/or safety
 - ◆ A crippling disaster which a majority of the legislative body determines severely impairs the public health and/or safety
- ◆ Adjourned Meetings
 - ◆ Regular or special meetings (not emergency) may be adjourned to specific date, time and place
 - ◆ Notice must be given of the adjournment

Agenda Requirements

- ◆ Written agendas for any meeting must be posted and available for review
- ◆ A brief description of each item is need, it should fully and adequately describe the item
- ◆ The agenda needs to be posted in at least one location that is “freely accessible” to the public
- ◆ The body may not take action that is not on the agenda, except for the follow exception:
 - ◆ Emergency situations: is defined as being a “work stoppage or other activity which impairs public safety and/or health

Discussion of Items Not on the Agenda

- ◆ BRIEFLY respond to statements or questions posed by members or public
- ◆ Ask questions for clarification
- ◆ Make a brief announcement, or make a brief report on his/her own activities
- ◆ Provide a reference to staff or other resources for factual information
- ◆ Request staff to report back at a subsequent meeting concerning any matter
- ◆ Direct staff to place a matter of business on a future agenda

Public Participation

There must be an item on the agenda for any member of the public to address the body. During public participation the public may address any issue regardless if it is on the agenda or not. The body may place a time limit if clearly stated on the agenda or before public participation.

Closed Sessions

- ◆ The following are the ONLY exceptions for closed sessions:
 - ◆ Grand Jury
 - ◆ License Applications
 - ◆ Security of Public Buildings and Services
 - ◆ Personnel
 - ◆ Employee Compensation Negotiation Matters
 - ◆ Property Negotiations
 - ◆ Pending litigation
- ◆ Disclosure of “confidential information” after a closed session is not permissible
- ◆ Minutes are not required for closed sessions

Agendas and Written Materials

Any and all information given to members of a body in open session must be provide to the public free of cost.

This includes but is not limited to agendas, minutes, and information packets.

QUESTIONS??

Robert's Rules of Order


for ASCSM Senate and
associated Committees



Objectives

- What are Robert's Rules?
 - Why do we use Robert's Rules?
 - When do we use Robert's Rules?
 - Who needs to use Robert's Rules?
 - How to implement Robert's Rules in ASCSM?
-

What are Robert's Rules?


- A book containing rules of order intended to be adopted as a parliamentary authority for use by a deliberative assembly.
 - Provides common rules and procedures for deliberation and debate in order to place the **whole membership on the same footing** and speaking the same language.
 - Ensures that the majority is able to get things done while also ensuring that the minority has a voice.
 - Provides for **constructive and democratic meetings**, to help, not hinder, the business of the assembly.
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When Do We Use Robert's Rules?

Robert's Rules of Order are used at all ASCSM Senate, Inter Club Council, and all Board Meetings.



Why Have Rules?

- The need to provide order and structure to meetings so that business can be conducted and issues can be resolved in an orderly and expedient fashion.
 - Ensures that all members have a chance to speak and can be heard.
 - Adds structure to a meeting to keep the group organized.
 - Helps the Secretary keep and maintain minutes.
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General Information about Robert's Rules

- Ensures there is an agenda and general meeting organization.
 - The agenda approved at the beginning of the meeting. Any proposed changes to the agenda are made at this time. After that, stick to the agenda.
 - Due to Brown Act requirements, members, the chair, advisors, nor the public may add items to the agenda.
 - Is enforced by the Chairperson
 - The Chairperson follows the agenda and with the help of the advisors ensures that the ASCSM Regulations and Robert's Rules are followed.
 - Recognizes speakers in the order that they requested the floor.
 - "Out of Order" – Meeting is "on hold" until "Out of order" situation is resolved (e.g. any interruption of the order of business).
 - The Associated Students (per by-laws) uses a relaxed form of Robert's Rules
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What Do I Need to Know About Motions?

- **A motion is one whose introduction brings business before the meeting attendees.**
 - **How to make a motion:**
 - Motion is made (only members may make a motion)
 - The Chairperson may say "I entertain a motion" then a member of the group should follow with "I so move" or "I move" OR a member of the group states "I move _____"
 - Motion seconded- "I second"
 - Chairperson calls for discussion of the motion. The chairman recognizes the speakers in order.
 - Following discussion the chairperson "calls the question"; the motion is repeated and the chairman calls for a vote on the motion.
 - Members may also call the question (requires a vote).
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When Are Motions Required in ASCSM Meetings?

Motion	Requires a Second	Debatable	Vote Needed
Approve Agenda	Yes	Yes	Majority
Approve Minutes	Yes	Yes	Majority
Place an Item on Ballot	Yes	Yes	Majority
Establish a Task Group	Yes	Yes	Majority
Executive Administrative Decision	Yes	Yes	Majority
Adjourn a Meeting	Yes	No	Majority
Not Persuasive Action (must state rationale)	Yes	Yes	2/3 Affirmative
Not related Action (must state rationale) (New agenda item for next meeting)	Yes	Yes	2/3 Affirmative
Amend a motion	Yes	Yes	Majority

Order of Motions

- Main Motions
- Incidental Motions – a motion which is raised during consideration of the main motion

Note: The most common incidental motion is an Amendment or Call to question.

Point of Order - To answer a member's question as to whether the rules are being followed

Amending a Motion

The suggestion to amend a main motion is itself a motion and is debated and voted on by the members present at a meeting.

- A motion must be made to amend the motion under consideration
 - Requires second and debate
 - If a majority approves, the amendment is made to the main motion and debate of that main motion continues.
 - Normally in ASCSM meetings, a “friendly amendment” may be made to save time. This is an amendment that BOTH the member who made the motion and who made the second agree to AND no other member of the group objects. If an objection is made (I object), then the amendment must go through the normal procedure.
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Helpful Tips

- A member **cannot** simply stand up and say “Call the Question”, and effectively end the discussion.

 - The statement “Call the Question” is in itself a motion.

 - **All motions to suspend the rules require:**
 - A motion to end debate and call the question.
 - Must be seconded. Not debatable.
 - Requires 2/3 majority for this motion to pass.
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Additional Tips

- A motion is the item under discussion, never the person who introduced it; **personal remarks are always out of order.**
 - All members have equal rights to speak in debate.
 - An established minimum number of voting members must be present in order to transact business (quorum). Quorum is defined in each committee's bylaws.
 - Unanimous consent: "Any Opposed? Hearing none the motion is approved"
 - Silence gives consent. Those who do not vote when the vote is taken agree, by their silence, to allow the decision to be made by those who do vote.
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Questions?



Overview of the Role and Function of Student Government at CSM

Information on participatory governance adapted from the Community College League of California website

Three Main Functions

- Student government has three main functions
 - Providing events and activities that enhance the experience for students
 - Programming Board & Cultural Awareness Board
 - Student Body Fee
 - Advocating for student interests at the local, state, and national level
 - Advocacy Board
 - Student Representation Fee
 - Participatory Governance
 - AB 1725, Tile 5, District Policy 2.18

Events and Activities

- Student Body Fee
- Programming Board
- Cultural Awareness Board
- Student Clubs and Organizations

Advocacy

- Advocacy Board
 - Legislation (state and national)
 - Washington, DC Advocacy Trip
 - Sacramento Advocacy Trip
- Student Representation Fee

Participatory Governance

- Assembly Bill 1725 passed in 1988 amended the California Education Code to “...ensure faculty, staff, and students...the right to *participate effectively* in district and college governance.”
- The legislature mandated that the governing board “consult collegially” with the academic senate on academic and professional matters.
- Staff and students have the opportunity for “effective participation” in decisions that impact them.

What does it mean for faculty & staff?

- The faculty have the broadest role in participatory governance. They are given “mutual agreement” with the Board of Trustees in the areas outlined for them by AB 1725 and Title 5.
- Like students, classified staff are given “reasonable consideration” when dealing in the areas outlined for them by AB 1725 and Title 5.

What does it mean for students?

Title 5 regulations for student involvement specify areas for participation, including:

- Grading
 - Student codes of conduct
 - Academic discipline
 - Curriculum and educational programs
 - Processes for budgeting and planning
 - Student standards
 - Student services planning and development
 - Fees
 - Faculty evaluation and hiring
- And...*
- Students should have opportunity to participate and be given “reasonable consideration” in any “matter that the district governing board determines will have a significant effect on students.”

What else does it mean for students?

- Students must be given the opportunity to participate in the decision making process.
- The Associated Students must be consulted on items that have will have a “significant effect” on students.
- The Associated Students is the only officially recognized voice of the students.
- The student viewpoint must be considered.

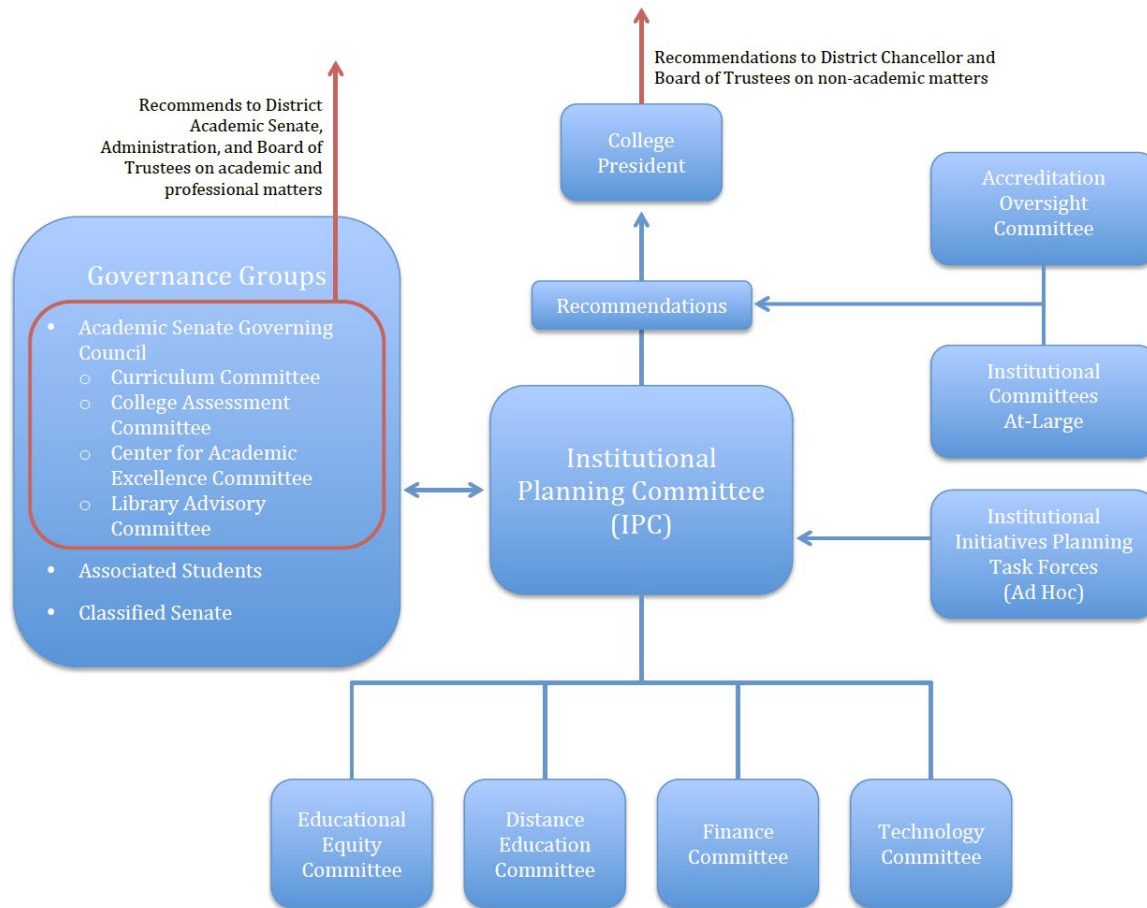
What doesn't it mean for students?

- Students are the only group consulted.
 - Faculty, staff, administrators, etc. are also included in participatory governance.
- The administration must do what the students want.
- The students (or any group) can stop the process.
 - 90 percent of life is showing up

Is it the same for all student governments?

- No! Students on other campuses or in other districts may have more or less involvement.
- The law is ambiguous when it comes to the exact role of students in the process. Many colleges only allow students the minimal involvement.
- Others try to involve students at every level of the decision making process by giving them large roles on committees and other decision-making bodies.

CSM Committee Structure



Institutional Planning Committee (IPC)

- Made up of representatives from each constituency.
- Makes recommendations to the College President.
- Reviews data and other information to identify trends and important issues facing the college.
- Identifies areas of concern and assigns task forces to study the issues and make recommendations.
- Reviews staffing requests for impact on college budget.
- Provides oversight for the participatory governance process.

Questions?



ASCSM Senate/ICC Proposal Form

Instructions This form must be filled out and submitted for review by the ASCSM Executive Cabinet in time for inclusion on the ASCSM Senate Agenda. Please check with the Center for Student Life for information about the current deadline.

For the meeting of Monday, June 3, 2019

Title of Proposal Funding for Welcome Day Giveaways

Being Proposed by Center for Student Life Lead Coordinator Center for Student Life

Event Date(s) if applicable Thursday, August 8, 2019

Forwarded to the Student Senate by:

- Executive Cabinet
 Advocacy
 Cultural Awareness
 Programming
 ICC
 Other

ASCSM Account Number/Name 5151 Publicity

Please provide an explanation of the proposal; the benefits to CSM students; an estimate of costs and work involved; the officers, employees, and volunteers who will do the work; the time and place of the event; and all other pertinent information.

To provide ASCSM promotional items for the annual Welcome Day event on Thursday, August 8, 2019.

Make a list of all the estimated expenses that will be incurred in order to fund the program outlined above. Be as specific as possible. Attach estimates for items or services over \$100 when possible. Include labor, materials, supplies, equipment, rental fees, advertising costs, etc.

Item Description	Cost
1. <u>ASCSM Promotional Items for Welcome Day 2019</u>	<u>\$3,500.00</u>
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
Total Costs	<u>\$3,500.00</u>

For ASCSM Secretary Use Only

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



ASCSM Senate/ICC Proposal Form

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For the meeting of Monday, June 3, 2019

Title of Proposal Funding for ASCSM-Branded Giveaway Items

Being Proposed by Center for Student Life Lead Coordinator Center for Student Life

Event Date(s) if applicable n/a

Forwarded to the Student Senate by:

- Executive Cabinet
 Advocacy
 Cultural Awareness
 Programming
 ICC
 Other

ASCSM Account Number/Name 5151 Publicity

Please provide an explanation of the proposal; the benefits to CSM students; an estimate of costs and work involved; the officers, employees, and volunteers who will do the work; the time and place of the event; and all other pertinent information.

To provide ASCSM promotional items for the 2019-2020 academic year.

Make a list of all the estimated expenses that will be incurred in order to fund the program outlined above. Be as specific as possible. Attach estimates for items or services over \$100 when possible. Include labor, materials, supplies, equipment, rental fees, advertising costs, etc.

Item Description	Cost
1. <u>ASCSM Promotional Items</u>	<u>\$7,500.00</u>
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
Total Costs	<u>\$7,500.00</u>

For ASCSM Secretary Use Only

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