

The Associated Students Senate Meeting

Sunday, November 3, 2019

- A. Opening Business 5:02 PM
 - a. Call to Order
 - b. Roll Call
 - i. Absent: President Fregoso, Vice President McCarthy, and Senators Carey, Villalobos, and Hermosillo
 - c. Review of Minutes
 - i. Motion to Pass Minutes As-Is by Senator Harrison
 - ii. Second by Senator Oledan
 - iii. Passed
 - d. Review of Agenda
 - i. Motion to Approve the Agenda As-Is by Senator Bell-Lipsey
 - ii. Second by Senator Oledan
 - iii. Passed
- B. Public Forum 5:04 PM
- C. Docket 5:05 PM
 - a. Presentation - *Provost Margaret Kasimatis*
 - b. Provost stands for: Provost and Senior Vice President of Academic Affairs
 - c. Second in command after President
 - d. Responsible for student experience
 - i. Recruitment/Admissions
 - 1. Usually involves admissions, financial aid, registrar
 - ii. Academic programs
 - 1. Curriculum
 - 2. Instruction
 - 3. Quality of faculty (recruitment, review, and support of faculty)
 - iii. Academic services
 - 1. Library
 - 2. Technology
 - e. Deans, Vice Provosts, and Directors report to Provost
 - f. Focused heavily on recruiting new students and faculty, and planning the 2020-2021 budget
 - g. “Visioning Sessions” take place to collaborate on the year’s strategic plan (find dates/times on the President’s website)
 - i. Community has the opportunity to redefine the vision/mission of the college

- ii. Redesign academic/advising programs
 - iii. Attempt to identify and remove curriculum barriers
 - iv. Evaluate the student social/extracurricular experience
 - v. Collecting survey data to improve student experience/success
 - vi. Overall, reevaluate the best way to serve students in a changing world
- h. Trying to raise funds for student scholarships
 - i. Raising funds to build a new library
 - j. Point of Clarification by Senator Patel: Why were the library hours cut?
 - i. Don't know → Email follow up on answer
 - ii. Was not aware of the fact that the library hours have been cut
 - k. Point of Clarification by Senator Ochoa: Why does the Department of Science does not meet the usual standards for science?
 - i. Not sure what standards Senator Ochoa is referring to → Will follow up on answer
 - l. Point of Clarification by Senator Harrison: Are you working on creating a 24-Hour study place for students on campus?
 - i. Not presently, but will look into it
 - m. Point of Clarification by Senator Bell-Lipse: Tuition plans?
 - i. Budget will not be approved until March
 - n. Point of Clarification by Senator Harrison: What have you implemented in the last year?
 - i. Pub
 - ii. Trying to make internships (especially paid internships) more accessible through scholarship fundraising
 - o. Point of Clarification by VP for Administration O'Neil: What are you doing about drop in enrollment?
 - i. Believes this is not an unnatural drop in enrollment → it often fluctuates
 - ii. Trying to make SMC as affordable as possible
 - iii. Trying to increase student support services
 - p. Point of Clarification by Senator Bell-Lipse: What is your plan for making on-campus housing more affordable?
 - i. College has been renovating one residential hall per year in order to make Bay Area housing prices worth the cost
 - q. Point of Clarification by Senator Patel: Does the college have a formal evacuation plan?
 - i. Substantial Incident Management Plan which includes a team of senior leaders

- ii. In the process of improving the plan to create a second route of evacuation off campus
 - iii. Looking to improve business continuity to continue offering classes and graduating students in the case of emergency
- r. Point of Clarification by Senator Bell-Lipsey: Why is offering classes the priority over support students' needs in an emergency situation?
 - i. Education is the top priority of the college
 - ii. Agree that the college needs to be empathetic to accommodate students affected by emergency, but also should not rob all students of the educational experience
- s. Point of Clarification by VP for Administration O'Neil: Will the college budget for smoke or power-outage days in the upcoming school year?
 - i. Definitely open to to → will be reevaluating the budget
- t. Point of Clarification by Senator Torres: When do you think the library will be built?
 - i. Likely will be built in 2023 (2021 at earliest) depending on donations
- u. Point of Clarification by Senator Bailey: Where will the library be built? What will happen to the current building?
 - i. Likely near the redwoods
 - ii. Likely office building
- v. Point of Clarification by Senator Harrison: Are there any plans to build a space for the choir or performing arts students?
 - i. As we see opportunities to expand/reconfigure space, we will try to create
- w. Point of Clarification by Senator Patel: Why are liberal arts courses being cut? Or why are liberal arts professors not being retained?
 - i. Many courses were cut due to lower enrollment in the college overall
- x. Point of Clarification by Senator Gallevo: Are there any plans to expand the computer science program?
 - i. Giving tenure to more computer science professors
 - ii. But cannot hire more computer science professors with a decreasing student body
- y. Point of Clarification by Senator Bailey: Is anything being done about the low retention rate of the 3+2 Engineering Program?
 - i. Not presently → Will look into it
- z. Point of Clarification by Senator Gallevo: Do you have a solution to discontinuity between a professor's syllabus and the enforced expectations of the course?

- i. Professors report to the Department Chair, so students should use this resource
- ii. If this does not work, the next step would be to contact the Dean, and the Provost, as a last resort

D. New Business

5:44 PM

- a. Motion to Suspend Robert's Rules of Order by Senator Oledan
 - i. Second by Senator Gallevo
- b. Point of Clarification by Senator Oledan: How do you respond to students concerned about their health in regards to the fires?
 - i. Educate them about their resources
 - 1. Health clinic
 - ii. Explain that the college and professors do care about students' well-being, but also care about their education, which is why classes weren't canceled
- c. Motion to Reinstate Robert's Rules of Order by Senator Bailey
 - i. Second by Senator Bell-Lipsey

E. Reports

5:48 PM

- a. Campus Activities Board - *Presented by Sarah Day*
 - i. Publicity: Spooktacular Pop-Up 10/23/19
 - 1. Handed out Stickers + Flyers for Spooktacular
 - 2. Make your own "Terrifying" Trail-Mix
 - 3. Golden Palace Food
 - 4. Tarot Card Readings
 - 5. Henna Tattoos
 - ii. Evening Programs and Hermanas Collaboration: Loteria Blingo 10/29/19
 - 1. Rescheduled to November 5, 2019 because of Power Outage
 - 2. The Hermanas Club will be hosting the event + game
 - 3. Evening Programs is advertising and providing prizes
 - iii. Publicity: Spooktacular Pop-Up 10/30/19
 - 1. Handed out Stickers + Flyers for Spooktacular
 - 2. Make your own "Terrifying" Trail-Mix
 - iv. Evening Programs: Late Night Movie Night 10/29/19
 - 1. Played "Halloweentown" in Dryden during Late Night
 - 2. Advertised for Spooktacular
 - v. Upcoming Events:
 - 1. Evening Programs and Hermanas Collaboration: Loteria Blingo 11/05/19
 - a. The Hermanas Club will be hosting the event + game

- b. Evening Programs is advertising and providing prizes
 - 2. Team Bonding: ACUI Conference: 11/14/19-11/17/19
 - vi. Budget Updates (Subject to Change because of Spooktacular's Beer Garden):
 - 1. Evening Programs: Spent \$2,666/\$9,000
 - 2. Office Supplies Budget: Spent \$500/\$1,500
 - 3. Gaels on the Go: Spent \$636/\$7,500
 - 4. Team Building: Spent \$2,163/\$9,000
 - 5. Major Events: Spent \$956/\$35,000
 - 6. Special Events: \$6,856/\$15,000
 - 7. Publicity: Spent \$796/\$2,000
 - 8. Opening Week: Spent \$11,023/\$10,500
 - 9. Stipends: \$000/\$9,000
 - 10. **Overall:** \$25,596/\$82,000
 - 11. Fundraising: \$430/\$8,000

b. Committee Reports

- i. Finance Committee - Macy
 - 1. Approved first application
 - 2. Please encourage student orgs to apply for the fund
- ii. Institutional Affairs Board - emily
 - 1. Met on wed
 - 2. Looking for sophomore senator to join
- iii. Student Organization Council
- iv. Public Safety Committee - ethan
 - 1. NONE
- v. College Committee on Inclusive Excellence
- vi. Commencement Committee - harrison
 - 1. NONE
- vii. Bias Incident Response Team
- viii. Sustainability Committee -
 - 1. Next meeting thursday 11:30 founders room
 - 2.
- ix. Food Committee - patel
 - 1. Last meeting oct 22
 - 2. Discussed survey results
 - 3. Please give feedback
- x. Campus Facilities Planning Committee - Senator Bailey

1. Fall safety walk at 6:30 pm
2. 5 senators needed
- xi. Black Lives Matter Committee - shilei
 1. Theme for 40 days chosen
 2. Communication with planned speakers
 3. Mental health series
- xii. Cummins Institute Committee - shilie
 1. Next meeting nov 12
- xiii. Governing Documents Committee - emily
 1. NONE
- xiv. Technology Planning Committee - Moreno
- xv. Senior Week Committee - Hermosillo
 - 1.
- xvi. First Year Experience Committee - Carrillo
- xvii. Student Rank and Tenure Committee
 1. NONE
- xviii. Library Committee
 1. NONE
- xix. Grade Appeals Committee
 1. NONE
- xx. Fair Trade Committee
 1. NONE
- xxi. Additional Committee Reports - patel
 1. Culinary committee new meeting date is nov 5 4-5pm loc TBD
 2. Looking for more members (see link in dining SMC)
- c. Senior Class Chair – *Senator Hermosillo*
 - i. Addressing limiting library hours
 - ii. Meeting with library dean on thursday
- d. Junior Class Chair – *Senator Oledan*
 - i. Class event went well
 - ii. Looking to create club sport position
- e. Sophomore Class Chair – *Senator D’Arrigo*
 - i. Meet-n-Greet was successful
 - ii. 43 students entered the raffle and their prizes will be delivered soon
- f. First Year Class Chair – *Senator Carrillo*
 - i. Hosting a smores night met-n-greet
- g. Vice President for Finance – *Vice President Meyer*

- i. NONE
 - h. Vice President for Student Organizations – *Vice President McCarthy*
 - i. NONE
 - i. Associated Students President – *President Fregoso*
 - i. AS Day is coming up!
 - ii. Class meeting minutes need to be sent to President
 - iii. Please go watch the theater production
 - j. Vice President for Administration – *Vice President O'Neill*
 - i. Will be scheduling one-on-one meetings with senators
- F. Closing Business
 - a. General Announcements
 - i. AS Day
 - b. Adjournment
 - c. Next Meeting - Sunday November 10 in Hagerty Lounge

6:01 PM

November 3 Campus Activities Board Report
 Associated Students of Saint Mary's College of California
 Presented By: Sarah Day

Publicity: Spooktacular Pop-Up 10/23/19

- Handed out Stickers + Flyers for Spooktacular
- Make your own "Terrifying" Trail-Mix

Evening Programs and Hermanas Collaboration: Loteria Blingo 10/29/19

- Rescheduled to November 5, 2019 because of Power Outage
- The Hermanas Club will be hosting the event + game
- Evening Programs is advertising and providing prizes

Publicity: Spooktacular Pop-Up 10/30/19

- Handed out Stickers + Flyers for Spooktacular
- Make your own "Terrifying" Trail-Mix

Evening Programs: Late Night Movie Night 10/29/19

- Played "Halloweentown" in Dryden during Late Night
- Advertised for Spooktacular

Special Events, Major Events, Evening Programs: Spooktacular 10/31/19

□

Upcoming Events:

Evening Programs and Hermanas Collaboration: Loteria Blingo 11/05/19

- The Hermanas Club will be hosting the event + game
- Evening Programs is advertising and providing prizes

Team Bonding: ACUI Conference: 11/14/19-11/17/19

Budget Updates:

Evening Programs: Spent \$2,666/\$9,000

Office Supplies Budget: Spent \$500/\$1,500

Gaels on the Go: Spent \$636/\$7,500

Team Building: Spent \$2,163/\$9,000

Major Events: Spent \$956/\$35,000

Special Events: \$6,856/\$15,000

Publicity: Spent \$796/\$2,000

Opening Week: Spent \$11,023/\$10,500

Stipends: \$000/\$9,000

Overall: \$25,596/\$82,000

Fundraising: \$430/\$8,000

Subject to Change because of Spooktacular's Beer Garden

The Associated Students Senate Meeting

Sunday, October 20th, 2019

- A. Opening Business 5:00 PM
- a. Call to Order
 - b. Roll Call
 - i. Senator Hermosillo, Senator Romero, & Vice President Meyer Absent
 - c. Review of Minutes
 - i. Motion by Senator Bell Lipsey to pass Minutes as is
 - ii. Senator Patel seconds, passes unanimously
 - d. Review of Agenda

- B. Public Forum 5:05 PM
- C. Docket 5:15 PM
- D. New Business 5:30 PM
 - a. Point of clarification from Senator Bell-Lipsey on what was talked about last meeting
 - i. The issue had happened last year
 - b. Point of clarification from Senator Gallevo
 - i. Is it all over?
 - ii. It has indeed been finalized.
- E. Reports 5:35 PM
 - a. Campus Activities Board - *Presented by Sarah Day*
 - i. Information available at end of minutes
 - ii. No Amendments
 - b. Committee Reports
 - i. Finance Committee
 - 1. Meeting this Wednesday at 1 in fishbowl
 - 2. 1 programming request
 - ii. Institutional Affairs Board
 - 1. Met a few days ago, looking for a time to work everything out
 - iii. Student Organization Council
 - 1. First meeting wednesday after finance committee
 - iv. Public Safety Committee
 - 1. No new info at this time
 - v. College Committee on Inclusive Excellence
 - 1. President asks if anyone can replace him
 - vi. Bias Incident Response Team
 - 1. Nothing new to report
 - vii. Sustainability Committee
 - 1. Meeting Thursday next week
 - viii. Food Committee
 - 1. Next meeting Tuesday the 22nd at 4pm in the fac staff dining room
 - ix. Campus Facilities Planning Committee
 - 1. Met october 16th, discussed new bathrooms and board outside SIL
 - 2. Next meeting November
 - x. Black Lives Matter Committee
 - 1. Nothing to report at this time

- xi. Cummins Institute Committee
 - 1. Next meeting soon
- xii. Governing Documents Committee
 - 1. Meeting after Thanksgiving break
- xiii. Technology Planning Committee
 - 1. Next meeting Nov. 21st
- xiv. Senior Week Committee
 - 1. Sending out applications soon for Committee
- xv. First Year Experience Committee
 - 1. First meeting next week
- xvi. Student Rank and Tenure Committee
 - 1. Sent Delphine Wang, the chair, the names of who is in it, the process will get assignments soon.
- xvii. Library Committee
 - 1. Nothing new to report
- xviii. Grade Appeals Committee
 - 1. Emails sent to Chair, Lauren Bowman, will meet soon
- xix. Fair Trade Committee
 - 1. Nothing new to report
- xx. Additional Committee Reports
 - 1. Trying to establish Culinary committee at the same time as the food committee every other tuesday. Email to AS President to come
- c. Senior Class Chair – *Senator Hermosillo*
 - i. Meeting tomorrow at 3pm
- d. Junior Class Chair – *Senator Oledan*
 - i. Hosting Halloween meet and greet Oct 30th at committee meeting
 - ii. Resolutions on Library Hours, Class Minimums, and FYAC, Athletic trainer for club sports teams
- e. Sophomore Class Chair – *Senator D'Arrigo*
 - i. Meeting tonight, discussing meet and greet also on the 30th. Raffle from Res Ex, IC, etc.
- f. First Year Class Chair – *Senator Carrillo*
 - i. First Meeting on Tuesday, Student Union Resolution, Meet and Greet in Nov
- g. Vice President for Finance – *Vice President Meyer*
 - i. Not Present

- h. Vice President for Student Organizations – *Vice President McCarthy*
 - i. SoC
 - i. Associated Students President – *President Fregoso*
 - i. Bring up Resolution Update in Class Meetings, Senate meetings; Send Dante Meet and Greet; Be transparent at meetings so the whole senate can help.
 - j. Vice President for Administration – *Vice President O’Neill*
 - i. Make sure to attend and sign in and out for office hours. Encourages senators to not have office hours during community time. Send in Class Meetings Hours. Students came to tell her that they are angry the rec center is open more hours than the library.
- F. Closing Business 5:50 PM
- a. General Announcements
 - i. Hermanas collab with CAB from 5 to 9pm on October 29th with Loteria Blingo
 - b. Adjournment
 - i. Senator Oledan Moves to adjourn meeting
 - 1. Senator Torres seconds
 - c. Next Meeting- Sunday November 3 in Hagerty Lounge