

# The Associated Students Senate Meeting

Sunday, February 24th, 2019

- A. Opening Business 5:00 PM
  - a. Call to Order
  - b. Roll Call
    - i. Absent: Senator O'Neill
  - c. Review of Minutes
    - i. Motion to Approve Minutes by Senator Harris
      - 1. Passed
  - d. Review of Agenda
    - i. Motion to change senator under senior class chair from Senator Muyunga-Mukasa to Senator Hermosillo by Senator Bourque
      - 1. Passed
    - ii. Motion to Previous Question by Senator Harris
      - 1. Second by Senator Nguyen
    - iii. Motion to Approve Agenda by Senator Nguyen
      - 1. Second by Senator Bell-Lipsey
- B. Public Forum 5:05 PM
  - a. NONE
- C. Docket 5:05 PM
  - a. Discussion with Vice President Collins
    - i. Motion to suspend Robert's Rules of Order by Senator Beauchamp
      - 1. Second by Senator Mack
    - ii. Budget
      - 1. 50% of school-wide revenue is from undergraduate tuition
      - 2. 20% of school-wide revenue is from graduate tuition
      - 3. 18% of school-wide revenue is from housing and food service auxiliary
      - 4. 80% of total revenue comes from students
      - 5. 3% of school-wide revenue comes from grants
      - 6. 6% of revenue is from endowment, which supports mostly scholarships
        - a. Interest from endowment revenue supports additional operations (about \$180 million)
        - b. Student body has decreased each year, therefore, endowment per student (EPS) is increasing
      - 7. Total expense: \$124.6

- a. 38% is spent on academic instruction
  - b. 8% is spent on library maintenance
  - c. 18% is spent on non-academic student support
  - d. 6% is spent on facilities
  - e. 8% is spent on housing and food service auxiliaries
8. Point of Clarification by Senator Bell-Lipsy: What does FTE stand for?
- a. Full time equivalent
9. Point of Clarification by Senator Nguyen: What is the general number of how much money was raised?
- a. \$125 million campaign, which raised about \$115 million for student scholarships, facilities, the library, and general operations
  - b. Difficult to raise general funds because endowments are usually given in restriction for scholarships
10. Point of Clarification by Senator Beauchamp: Why aren't students consulted in Sodexo contract decisions and library matters?
- a. Sodexo contract was finalized three years ago, right before VP Collins began working at SMC
  - b. Administration issued a financial plan for the new library and conducted competitive bidding
11. Point of Clarification by VP Fregoso: Where are endowment investments put in order to create interest?
- a. Investment Committee established SMC investment policy
  - b. Allocations are about 40-80% equity (usually 60%)
  - c. Diversified portfolio
  - d. Invest in international countries, developing countries, large capitalization, small capitalization, private equity, fixed income, corporate bonds, and US territories
  - e. SMC hired investment officer Hirtle Callaghan
    - i. Outsourced chief investment officer model
12. Point of Clarification by Senator Harris: Will you publish budget and allocation information for student view?
- a. Financial statements and tax returns are posted on VP Collins' website

- b. VP Collins' will send Associated Students a copy of the financial presentation shown at today's Senate meeting to publish for school-wide viewing
13. Point of Clarification by VP Newton: Were any students consulting before the Administration raises tuition rates? Since students are most of the income for the college, can student representatives serve on the Budget Committee in the future?
- a. Students are not part of the process
  - b. Recommendations are made by the Provost's office to the Budget Committee (13 members, including the Deans, Provost, and Administrators)
  - c. No students representatives are allowed on the Budget Committee due to confidentiality
  - d. VP Collins will speak to the Provost about including student representatives on the Budget Committee
14. Point of Clarification by Senator Garrecht-Connelly: Why are there so many restrictions regarding the new Sodexo clamshells?
- a. VP Collins says she is not aware of that, and therefore cannot comment
  - b. New manager has been making changes
  - c. Administration is pushing for increased quality and variety of food
  - d. Student food satisfaction surveys and focus groups had very low participation, so more will be conducted for more accurate data
15. Point of Clarification by Senator Beauchamp: What are some upcoming projects the Administration is working on?
- a. Updating dorms
    - i. Claeys North and South bathrooms are complete
    - ii. Two additional dorms will be updated this summer
      - 1. Bathroom and furniture upgrades
    - iii. McKeon locker rooms, boiler rooms, and gas pipes will be updated
    - iv. Creating classrooms, storage rooms, and space for faculty in the Mitty basement
      - 1. Many Mitty structural issues result because it is built on an old swimming pool

16. Point of Clarification by Senator Nguyen: What is the projected fundraiser goal for library?
  - a. \$50-60 million
17. Point of Clarification by Senator Holt: When will fundraising be completed?
  - a. 3-4 years
18. Point of Clarification by VP Feldman: Will student tuition be impacted by library fundraising?
  - a. No
19. Point of Clarification by Senator Oledan: Why don't scholarships adjust to tuition raises?
  - a. Some scholarships are a set dollar amount (ex: academic scholarships)
  - b. If scholarships are increased, scholarship funds would not be able to support as many students
  - c. Scholarship philosophy is based on the thought that students should be able to earn more money the older they get, therefore, there should be no need to increase scholarships
  - d. VP Collins is open to having guaranteed tuition rate for four years
20. Point of Clarification by Executive Intern D'Arrigo: What issues are the Budget Committee currently discussing?
  - a. The Budget Committee will be meeting on Monday and discussing:
    - i. Transportation program
    - ii. Salary increases for faculty
      1. Faculty salaries and benefits are 60-65% of budget
    - iii. Graduate and undergraduate tuition rates
    - iv. School-wide technology
21. Point of Clarification by President Gonzalez: Are there any updates on the parking permit?
  - a. Transportation design is being finalized
  - b. Will soon be presented to the President's Cabinet
  - c. So far, the transportation and permit plan have not been altered since it was approved by student representatives

22. Point of Clarification by Senator Bailey: Are the lockers in Madigan Gym being updated?
- a. Madigan Gym is on the plan for updates, but Mckeon will be updates first because donors gave money for McKeon specifically
23. Point of Clarification by Senator Panis: Do donors decide which facilities are updated?
- a. Donors rarely donate for infrastructure, so money is set aside in the budget for it
  - b. Administration often applies for grants for specific renovations
  - c. Half of the budget's capital reserve is spent on dorm maintenance and renovations
24. Point of Clarification by Senator Bustamante: How do you reach out to donors? Can students be a part of this process?
- a. Students who received scholarships from a donor sometimes meet their donor at a formal reception
  - b. Telethon: students can dial for dollars and speak to alumni
  - c. Most donors are interested in funding specific areas
  - d. The Board meets with student panel in May for a dinner where student input is gathered
25. Point of Clarification by VP Newton: Who is on the Budget Committee?
- a. Margaret Casamondes
  - b. Ron Ahnen
  - c. Monica Fitzgerald
  - d. Jennifer Wong
  - e. Sheila Hughes
  - f. Mary Kay Moscal
  - g. Jean Matteo
  - h. Michael Viola
  - i. Staff council
26. Point of Clarification by Senator Holt: Does the President usually go with the Committee's advice?
- a. About 50% of the time

27. Point of Clarification by Senator Mongcupa: What department do you oversee as Vice President? How many staff and faculty have we let go this year?

- a. VP Collins oversees the finance department, which includes accounting, human resources, facilities, and social services
- b. VP Collins does not know how many people have been let go this year
  - i. Some older faculty were offered a money package to leave

28. Point of Clarification by VP Fregoso: What is the average staff turnover rate?

- a. About 8% for faculty
- b. About 20% for staff
- c. Hard time keeping skilled labor due to high demand (ex: IT, construction)

29. Point of Clarification by Senator Harris: What would be the primary reason for salary increases?

- a. To offset the cost of living in the Bay Area

iii. Motion to Reinstate Robert's Rules of Order by Senator Mongcupa

1. Second by Senator Bell-Lipsev

b. Resolution for the Appointment of Jalissa Delgado as the Class of 2020 Senator - *Presentation by Senator Hermosillo*

- i. Speaker of the Senate Harris: Affirmative
- ii. Motion to Previous Question by Senator Nguyen
  1. Second by Senator Bailey

iii. Motion to Approve Resolution As Is by Senator Nguyen

1. Abstaining: Senator Oledan
2. Passed

c. Resolution for the Appointment of Hansell Miramontes as the Class of 2020 Senator - *Presentation by Senator Hermosillo*

- i. Speaker of the Senate Harris: Affirmative
- ii. Motion to Approve Resolution As Is by Senator Bustamante
  1. Abstaining: Senator Oledan
  2. Passed

D. New Business

5:55 PM

a. NONE

E. Reports

5:55 PM

- a. Motion to suspend Robert's Rules of Order by Senator Harris
  - i. Second by Senator Mongcupa
- b. Campus Activities Board - *Presentation by Cara Filce*
  - i. Mega Blingo (1/10)
    1. \$222 under budget
  - ii. Karaoke Night
    1. \$32 under budget
    2. Only 13 people attended, but there are usually fewer people at night events. Additionally, the date was wrong on the advertising poster.
    3. This event was an attempt to create a 24-hour campus
  - iii. Silent Library
    1. \$122 over budget
  - iv. Mega Blingo (2/13)
    1. \$63 under budget
  - v. Monster Jam
    1. Under budget
  - vi. Chinese New Years Parade
  - vii. Craft Night
    1. \$400 allocated
  - viii. Karaoke Night
    1. \$300 allocated
  - ix. Total \$3990 spent
  - x. **More Senator attendance at CAB events!**
    1. Possible tabling
  - xi. Motion to Reinstate Robert's Rules of Order by Senator Bustamante
    1. Second by Senator Nguyen
- c. Committee Reports
  - i. Finance Committee - *Vice President of Finance Newton*
    1. Three proposals, but all were rejected for lack of details
    2. Hoping to approve the revised versions in the future
  - ii. Institutional Affairs Board - *Senator Harris*
    1. Meeting time: Wednesday 5-6pm
    2. Senator Hermosillo has joined the committee
    3. First meeting will take place next week
  - iii. Public Safety Committee - *Senator Nguyen*

1. Met with Adan Tejada twice during JanTerm
2. Campus call boxes are being updated
  - a. Will hopefully be completed by end of academic year
3. Lack of information regarding rape incident due to ongoing police investigation
4. Safety Walk
  - a. Total of 113 facility orders made
- iv. College Committee on Inclusive Excellence - *President Gonzalez*
  1. Looking for one student representative
  2. April 12, 1:30pm, Filippi Academic Hall
- v. Bias Incident Response Team - *Senator Hermosillo*
  1. Meetings are the second Monday every month
- vi. Sustainability Committee - *President Gonzalez*
  1. Meetings are the first and third Thursday of every month
- vii. Food Committee - *Senator Beauchamp*
  1. Speaking to Administration about food quality
  2. Food Committee is getting restructured by Administration
    - a. Multiple focus groups for student input
- viii. Campus Facilities Planning Committee - *Senator Holt*
  1. Safety Walk
    - a. 113 facilities orders put in
      - i. Many lightbulbs were replaced
  2. March 13, 3pm, Filippi Academic Hall
- ix. Black Lives Matter Committee - *President Gonzalez*
  1. In need of a representative for this Committee
  2. If interested in being a representative, contact President Gonzalez
  3. Presentation for Black History Month (see website)
- x. Cummins Institute Committee - *President Gonzalez*
  1. Met on Monday
- xi. Governing Documents Committee - *VP for Administration Feldman*
  1. One Student At Large needed
    - a. Please reach out to friends!
- xii. Technology Planning Committee - *Senator Panis*
  1. Last meeting was on December 6th
  2. Technology procedure is very informal
  3. They are working to develop a more formal structure
- xiii. Senior Week Committee - *Senator Bustamante*



1. First meeting was today
2. Next meeting will be March 10th
3. Working on developing events and dates of Senior Week
- xiv. Student Rank and Tenure Committee - *President Gonzalez*
  1. Done meeting for the rest of the year
- xv. Library Committee - *Senator McCarthy*
  1. Met on January 28th
  2. Replaced all broken furniture in the library
    - a. Total: about 50 pieces
  3. Opened up space
  4. Removed curtains
  5. Improved archives
  6. Please complete Google form for students to recommend changes for the library
- xvi. Grade Appeals Committee - *President Gonzalez*
  1. Senators needed, contact President Gonzalez if interested
- xvii. Fair Trade Committee
  1. NONE
- xviii. Additional Committee Reports
  1. NONE
- d. Senior Class Chair – *Senator Bustamante*
  - i. Planning for Senior Week
  - ii. Upcoming resolution: working with PSAFE on updating flipcharts
  - iii. Senator Bourque is working on handicap accessibility in all buildings
  - iv. Bake sale on Wednesday
- e. Junior Class Chair – *Senator Hermosillo*
  - i. Met on Monday
  - ii. Planning three meet-n-greets
    1. Bonfire
    2. Pool party
    3. To be determined
  - iii. Working on developing resolutions
- f. Sophomore Class Chair – *Senator Oledan*
  - i. Finalized class meeting time
  - ii. Decided on spring meet-n-greet
    1. Taco Tuesday
  - iii. Resolved to complete as many resolutions as possible

- g. First Year Class Chair – *Senator Beauchamp*
    - i. Working on five resolutions
    - ii. Planning a meet-n-greet
  - h. Vice President for Finance – *Vice President of Finance Newton*
    - i. Push programming development fund
      - 1. Ensure all \$10,000 is being used, otherwise budgeted money is lost
  - i. Vice President for Student Organizations – *Vice President Fregoso*
    - i. Push clubs to use money that is allocated to them
    - ii. One new chartered club: Veterans & Allies Association
      - 1. Working on allocation
    - iii. New club chartering information session next week in SIL
    - iv. Finishing updating governing documents for clubs
  - j. Associated Students President – *President Gonzalez*
    - i. Senators, please work on resolutions, as there were no completed resolutions last semester
  - k. Vice President for Administration – *Vice President Feldman*
    - i. IA Board will be setting a meeting time
    - ii. Contact VP Feldman if interested in being the Governing Documents representative or Student At Large representative
    - iii. Sending out survey on Senate Retreat shortly
    - iv. Senator of the November Month: Senator Mongcupa
- F. Closing Business 6:26 PM
- a. Move to Adjourn by Senator Harris
    - i. Second by Senator Nguyen
  - b. General Announcements
    - i. Welcome back!!! Let's have a great semester!!!
    - ii. Senator of the Month from November
  - c. Adjournment
    - i. Our next meeting will be taking place on Sunday, March 10, in Claeys Lounge at 5:00 PM.

# The Associated Students Senate Meeting

Sunday, March 10th, 2019

- A. Opening Business 5:00 PM
  - a. Call to Order
  - b. Roll Call
    - i. Absent: VP for Administration Feldman, Senator Beauchamp, Senator Hermosillo, and Senator Miramontes
  - c. Review of Minutes
    - i. Motion to Amend the CAB Report to Change the Amount of Budget Spent on Monster Jam Event by Senator Bourque
      - 1. Passed
    - ii. Motion to Previous Question by Senator Nguyen
      - 1. Second by Senator Harris
    - iii. Motion to Approve Minutes by Senator Nguyen
      - 1. Opposed: Bell-Lipsey
    - iv. Motion to Change “VP Collins” to “Vice President Collins” by Senator Bell-Lipsey
      - 1. Second by Senator Oledan
    - v. Motion to Previous Question by Senator Nguyen
      - 1. Second by Senator Harris
    - vi. Motion to Approve Minutes by Senator Bourque
      - 1. Passed
  - d. Review of Agenda
    - i. Motion to Previous Question by Senator Bustamante
      - 1. Second by Senator Bourque
    - ii. Motion to Approve Agenda by Senator Bustamante
      - 1. Passed
- B. Public Forum 5:05 PM
  - a. NONE
- C. Docket 5:05 PM
  - a. None
- D. New Business 5:06 PM
  - a. NONE
- E. Reports 5:06 PM
  - a. Campus Activities Board - *Presentation by Sarah Day*
    - i. Karaoke Event
      - 1. Hagerty Lounge

- 2. \$300 allocated for event
  - ii. Sharks Game
    - 1. Transportation: SMC Vans
    - 2. \$1200 allocated for event
  - iii. Warriors Game
    - 1. March 21
    - 2. \$50 allocated
  - iv. In total, spent \$31800 of overall budget
- b. Committee Reports
  - i. Finance Committee - VP for Finance Newton
    - 1. Finance request for clubs
  - ii. Institutional Affairs Board - Senator Harris
    - 1. First meeting was Wednesday
      - a. Reviewed docket
      - b. Many errors found and fixed
  - iii. Public Safety Committee - Senator Harris
    - 1. NONE
  - iv. College Committee on Inclusive Excellence - President Gonzalez
    - 1. Next meeting will be April 12 in Filippi Academic Hall, room 205
  - v. Bias Incident Response Team
    - 1. NONE
  - vi. Sustainability Committee - President Gonzalez
    - 1. Senator representatives needed!
    - 2. Meeting is March 21, 11-12am
  - vii. Food Committee - Senator O'Neil
    - 1. NONE
  - viii. Campus Facilities Planning Committee - Senator Holt
    - 1. Meeting will be held Wednesday in Filippi Academic Hall
  - ix. Black Lives Matter Committee
    - 1. Senator representatives needed!
  - x. Cummins Institute Committee - President Gonzalez
    - 1. Meeting will be held this week
  - xi. Governing Documents Committee - Senator Holt
    - 1. Met last Friday
      - a. Reviewed general amendments and identifying more errors
  - xii. Technology Planning Committee - Senator Panis
    - 1. Proposal sent to Cabinet

- a. Revised committee structure
    - b. Reviewed strategic roadmap for IT
  - 2. Next meeting will be held in May
- xiii. Senior Week Committee - Senator Bustamante
  - 1. Met today
    - a. Discussed events and finalized the budget
- xiv. Student Rank and Tenure Committee - President Gonzalez
  - 1. NONE
- xv. Library Committee - Senator McCarthy
  - 1. NONE
- xvi. Grade Appeals Committee
  - 1. NONE
- xvii. Fair Trade Committee
  - 1. NONE
- xviii. Additional Committee Reports
  - 1. NONE
- c. Senior Class Chair – *Senator Bustamante*
  - i. Meet-n-greet will be held March 27
  - ii. Upcoming resolution regarding updating emergency flip-charts in residence halls
  - iii. Possible resolution for SDS to prioritize students who “need things done on campus”
- d. Junior Class Chair – *Senator Bailey*
  - i. Meet-n-greets will be held March 19 and March 21
  - ii. Resolution to install filtered water stations in all townhouses
  - iii. Resolution to install safety cameras on campus
  - iv. Resolution to install emergency kits in all residence halls
- e. Sophomore Class Chair – *Senator Oledan*
  - i. Meet-n-greet date changed to March 20 at 6-8pm, in the Pub
- f. First Year Class Chair – *Senator Patel*
  - i. Resolutions in progress
    - 1. Automatizing doors in SDS collaboration
    - 2. Founding a library book reservation process
    - 3. Changing the guidelines for food catering
      - a. Meeting with Sodexo
    - 4. Planning spring meet-n-greet
    - 5. Developing fundraising ideas

- g. Vice President for Finance – *Vice President Newton*
    - i. Allocation worksheets will be distributed tomorrow
      - 1. Due at end of March
    - ii. Allocation weekend of April 13
  - h. Vice President for Student Organizations – *Vice President Fregoso*
    - i. Meeting with clubs to explain functions of a club and how to improve for future
    - ii. Six clubs are being approved this week
      - 1. Yoga Club
      - 2. Pro-life Club
      - 3. Skateboard Club
      - 4. A service organization
    - iii. Many other groups are in the process to become a club
  - i. Associated Students President – *President Gonzalez*
    - i. Meeting with Vice Provost Camarillo and Dean Evett soon
      - 1. Email President Gonzalez any issues you would like him to discuss in this meeting
  - j. Vice President for Administration – *Vice President Feldman*
    - i. NONE
- F. Closing Business 5:17 PM
- a. General Announcements
    - i. Red Cross Club
      - 1. Cereal event
      - 2. Accepting donations
    - ii. AS Day
      - 1. Will be held in April, the week after spring break
    - iii. Passing the Torch
      - 1. Final week of May
    - iv. Executive Team Tabling at Oliver
      - 1. Advertising for new elections
    - v. Senator of the Month
      - 1. Senator Patel!
  - b. Adjournment 5:19 PM
    - i. Our next meeting will be taking place on Sunday, March 24, in Hagerty Lounge at 5:00 PM

# The Associated Students Senate Meeting

Sunday, March 24th, 2019

- A. Opening Business 5:01 PM
- a. Call to Order
  - b. Roll Call
    - i. Absent: Senator Bustamante, Senator Garrecht-Connelly, and Senator Harris
  - c. Review of Minutes
    - i. Motion to Add “Senator Mack” to Absent Section of Role Call by Senator Mack
      - 1. Second by Senator Hermosillo
      - 2. Passed
    - ii. Motion to Approve Meeting Minutes by Senator Nguyen
      - 1. Passed
  - d. Review of Agenda
    - i. Motion to Previous Question by Senator Oledon
      - 1. Second by Senator Nguyen
    - ii. Motion to Approve Agenda by Senator Oledon
      - 1. Passed
- B. Public Forum 5:05 PM
- a. NONE
- C. Docket 5:30 PM
- a. Motion to Suspend Robert’s Rules of Order by Senator Beauchamp
    - i. Second by Senator Bell-Lipsey
    - ii. Passed
  - b. Academic Affairs - *Presentation by Provost Kasimatis*
    - i. Provost Kasimatis worked at SMC for about a year
    - ii. Previously worked in admin and faculty roles at Loyola Mount University, Harvey Mudd, and Hope College
    - iii. Role of Provost
      - 1. Second in command after President Donahue
      - 2. Most Provosts start out as professors
      - 3. Responsibility to provide leadership for anything that directly impacts students’ educational experience
        - a. Leadership over Financial Aid Office, Admissions Office, and Registrar
      - 4. Ensures quality of academic programs

- a. Curriculum
  - b. Instruction
  - c. Quality of faculty (recruitment, review and support of faculty)
- 5. Oversee academic services and resources
  - a. Library
  - b. Technology
  - c. Advising, community engagement, and career preparation
- 6. Responsible for student experience
  - a. Residence life
  - b. Co-curricular student engagements
- 7. Oversees finance
  - a. Budget
  - b. Facilities
  - c. Fundraising
  - d. Oversees, but does not play an active role in daily decisions
- iv. Point of Clarification by Senator Beauchamp: What changes have you made as Provost?
  - 1. Reorganized organization structure
    - a. Changed faculty structure for Vice Provosts, Deans, Directors, etc.
    - b. Community engagement used to be managed by one leader and core curriculum another leader, so Provost Kasimatis moved every section related to student academics under one leader
  - 2. Initiative managed by a Business & Academic Resources Task Force
    - a. Role of Task Force is to develop recommendations that will ensure long term financial sustainability of SMC
    - b. Role of Task Force is to find other revenue streams beyond tuition because SMC is currently very tuition-dependent
    - c. Task Force is also looking for ways to cut College costs
- v. Point of Clarification by Senator Beauchamp: Has next year's overall budget been decreased?
  - 1. The 2019-20 Budget has not been approved yet



2. Provost Kasimatis is currently considering the fixed expenses of SMC and analyzing opportunities for reducing extraneous expenses
- vi. Point of Clarification by VP Feldman: When will the Budget be approved? Is there a possibility of including a student representative on the Budget Committee?
  1. The Board of Trustees will finalize the Budget in their annual May meeting
  2. The Cabinet is seriously discussing the concept of a student representative
    - a. But they have to consider that there is confidential information discussed at their meetings
      - i. For example, the Committee discusses compensation increases for faculty and staff. Since adjunct faculty are unionized, and they are in the process of creating a contract with the union, it is paramount that information remain confidential, lest it negatively impact contract negotiations.
- vii. Point of Clarification by VP Fregoso: What are your future goals as Provost?
  1. Improving first-year retention rates, as they have been declining in recent years
    - a. Provost Kasimatis is currently overseeing an in-depth study to find out why retention rates are declining, in an effort to solve the problem
- viii. Point of Clarification by Senator Nguyen: Are you also looking at rates in which students graduate in four years? Are you comparing these rates to that of other colleges?
  1. Both a correlation and disconnect between graduation rates and retention rates
    - a. If one declines the other usually will too
    - b. Therefore, one cannot determine the causal factors for graduation rates decreasing without first improving first-year retention rates
- ix. Point of Clarification by Senator Beauchamp: How do you gather data regarding first-year retention?
  1. Pull data from student information system to analyze

2. Information from advising systems (SEAS, FYAC, college applications, etc)
  3. Data from student experience surveys
  4. Data from activities student participate in
  5. Simply ask students why they are leaving
    - a. However, some may not say the real/full reason
- x. Point of Clarification by Senator Bell-Lipse: How are core curriculum courses determined?
1. Decided by Curriculum Committee
    - a. There is a Committee for each section of core curriculum to evaluate course proposals from faculty
  2. Then faculty vote
  3. Then the Provost can approved it
- xi. Point of Clarification by Senator Oledon: Where does the information from Professor Evaluations go?
1. Used as data to evaluate professors for tenure/promotion
  2. Information is sent to Chairs and Deans to review
  3. Information is also sent to the Student Rank & Tenure Committee for student representatives to write letters advocating/discouraging professors for tenure/promotion
- xii. Point of Clarification by Senator Bailey: What are you currently fundraising for?
1. Student scholarships
    - a. Goal to serve underprivileged and first generation students
    - b. Endowed scholarships
  2. New Library/Innovation Center
    - a. Some damage during Loma Prieta earthquake
- xiii. Point of Clarification by Senator Nguyen: Is there a review process to evaluate if professors can keep their tenure?
1. You cannot take away tenure
  2. There is an evaluation for professors to become full professors
  3. No formal post-tenure or post-full professor review, but the Administration is looking to formulate one
- xiv. Point of Clarification by Senator Bourque: Does the Bar Task Force make financial decisions? Can a students representative be included on this Task Force?

1. The Task Force does not make financial decisions, but makes recommendations for the Budget
  2. Because the is time limited and is looking to employ big fundraising strategies, student participation is not practical
  3. The Task Force is supposed to complete their work this May
- xv. Point of Clarification by Senator Bell-Lipsey: Are there any student roles available when is comes to financial decisions?
1. Provost Kasimatis believes in the concept of subsidiary: decisions should be made at the most local level that makes sense. Therefore, Provost Kasimatis does not believe student participation is prudent.
  2. Provost Kasimatis suggests that students could be involved in the budgets of individual schools (such as the Liberal Arts school) or more local arenas
- xvi. Point of Clarification by VP Newton: Who is the liaison on campus between Sodexo, student life, and students? Are there any plans to make it easier to get student feedback to Sodexo?
1. Provost Kasimatis suggests that the Food Committee becomes more active/involved in student representation
  2. Provost Kasimatis usually refers student Sodexo feedback to the Director of Campus Housing
- c. Motion to Reinstate Robert's Rules of Order by Senator Nguyen
- i. Second by Senator Oledan
- d. Resolution to Establish and Maintain a Food Board/Committee between the Food Service Provider and Students - *Presentation by Senator Patel*
- i. Affirmative by Beauchamp
  - ii. Point of Clarification by President Gonzalez: Will there be student Co-Chairs on Food Board/Committee?
    1. No; because the Food Board/Committee was proposed by the providing food service provided, Campus Housing and the food service must be Co-Chairs
  - iii. Point of Clarification by VP Newton: Will both VP for Finance and VP Student Organizations serve on the Committee?
    1. Yes; both can if they wish
  - iv. Motion to Previous Question by Senator Bell-Lipsey
    1. Second by Senator McCarthy
  - v. Motion to Vote As-Is by Senator Beauchamp
    1. Second by Oledan

- vi. Motion to Approve the Resolution to Establish and Maintain a Food Board/Committee between the Food Service Provider and Students by Senator Beauchamp

- 1. Passed

D. New Business 5:52 PM

- a. NONE

E. Reports 5:52 PM

- a. Motion to Suspend Robert's Rules of Order by Senator Bell-Lipsey

- i. Second by Senator Hermosillo

- b. Campus Activities Board - *Presentation by Sara Garcia*

- i. Recent Events

- 1. Karaoke 3/9/19

- a. Spent \$2.57 over budget

- b. Food, music, and singing in Hagerty Lounge

- c. 25 people attended

- 2. Sharks Game 2/28/19

- a. Spent \$158.48 under budget

- b. Brought 25 students to the Sharks game at SAP Center

- c. Paid for their game ticket and booked three SMC Facility Vans to provide transportation.

- 3. Warriors Game 3/21/19

- a. Spent \$82 under budget

- b. Brought 20 students to the Warriors game at Oracle Arena

- c. Paid for their game ticket and provided everyone a BART ticket to get to and from the game

- ii. Upcoming Events

- 1. Craft Night 3/28/19

- a. Allocated \$400 for this event

- b. 6pm in Hagerty Lounge

- c. Making Slime

- d. Will have food and music

- 2. Blingo 3/31/19

- a. Allocated \$1,000 for this event

- b. 7pm in Hagerty Lounge

- 3. Flying Trapeze 4/6/19

- a. Allocated \$600 for this event

- b. Bringing 20 people to a class in Berkeley

- c. Paying for their class and providing everyone a BART ticket to get to and from the class

- iii. Spent \$34,866.08 out of their \$99,750 annual allocated budget
  - c. Motion to Reinstate Robert's Rules of Order by Senator Nguyen?
    - i. Second by Senator Mack
  - d. Committee Reports
    - i. Finance Committee - VP for Finance Newton
      - 1. Approved petition for APASA to get event allocation
      - 2. Hoping for more applications to give money away
    - ii. Institutional Affairs Board - VP for Administration Feldman
      - 1. Approved first resolution this past week
      - 2. Next meeting is on the 27th at 5pm
      - 3. Please get resolutions in, Senators!
    - iii. Public Safety Committee - Senator Nguyen
      - 1. NONE
    - iv. College Committee on Inclusive Excellence
      - 1. Next meeting is on April 12
    - v. Bias Incident Response Team - Senator Hermosillo
      - 1. NONE
    - vi. Sustainability Committee - President Gonzalez
      - 1. NONE
    - vii. Food Committee - Senator Beauchamp
      - 1. NONE
    - viii. Campus Facilities Planning Committee
    - ix. Black Lives Matter Committee
      - 1. NONE
    - x. Cummins Institute Committee - President Gonzalez
      - 1. Met last week
      - 2. Continuing discussion on April 9th at 3pm in Filippi Academic Hall
    - xi. Governing Documents Committee - VP for Administration Feldman
      - 1. Next meeting is on the 29th at 4:30pm
      - 2. Reviewing Governing Documents and consulting their representatives on the Committee to make changes
    - xii. Technology Planning Committee - Senator Panis
      - 1. NONE
    - xiii. Senior Week Committee - Senator Nguyen
      - 1. Next meeting is this Sunday
    - xiv. First Year Experience Committee - Senator Torres

1. Providing data on retention rates
  2. Chose first-years' summer reading for next school year
    - a. *This I Believe Too*
- xv. Student Rank and Tenure Committee
    1. NONE
  - xvi. Library Committee - Senator Mccarthy
    1. NONE
  - xvii. Grade Appeals Committee
    1. NONE
  - xviii. Fair Trade Committee
    1. NONE
  - xix. Additional Committee Reports
    1. NONE
- e. Senior Class Chair – *Senator Bustamante*
    - i. Working on two resolutions
      1. Senator Nguyen's resolution and Senator Bourque's resolution
    - ii. Meet-N-Greet will be held on Wednesday at 1pm in Dante Quad
  - f. Junior Class Chair – *Senator Hermosillo*
    - i. Two Meet-N-Greets held last week
    - ii. Upcoming pool party Meet-N-Greet on April 10th
    - iii. All Junior Senators are currently working on resolutions
  - g. Sophomore Class Chair – *Senator Oledan*
    - i. Chocolate Fondue Night in the Pub last week
    - ii. Two resolutions will be ready by our next Senate meeting
  - h. First Year Class Chair – *Senator Beauchamp*
    - i. Upcoming Meet-N-Greet will be held on April 5th
    - ii. Five resolutions are currently underway
  - i. Vice President for Finance – *Vice President for Finance Newton*
    - i. Allocation worksheets are due this friday
    - ii. Several clubs have not picked them up and only one club has turned it in so far
  - j. Vice President for Student Organizations – *Vice President for Student Organizations Fregoso*
    - i. Currently finalizing additional documents for chartered clubs
    - ii. New clubs
      1. Math/Science STEM club
      2. Stocks/Bonds club

- k. Associated Students President – *President Gonzalez*
    - i. Currently working on elections
      - 1. Election applications are due today at 4pm
    - ii. Building an Election Committee
      - 1. Looking for members! Please email President Gonzalez, if interested.
  - l. Vice President for Administration – *Vice President for Administration Feldman*
    - i. Passing of the Torch will be held May 8th during Community Time in the Brother’s Garden
    - ii. The Mandatory Candidate Meeting will be held tomorrow
- F. Closing Business 6:06 PM
- a. General Announcements
    - i. Two more senate meetings of the year, so please finish resolutions!
    - ii. IA Board meeting this week and next week
    - iii. Reminder: Last Senate meeting is at 9:15am and will be a long meeting
  - b. Adjournment 6:08 PM
    - i. Our next meeting will be taking place on Sunday, April 7, in Claeys Lounge at 5:00 PM
    - ii. Motion to Adjourn by Senator Nguyen
      - 1. Second by Senator Hermosillo

# The Associated Students Senate Meeting

Sunday, April 7th, 2019

- A. Opening Business 5:00 PM
  - a. Call to Order
  - b. Roll Call
    - i. Absent: Senator Bailey
  - c. Review of Minutes
    - i. No Motions
  - d. Review of Agenda
    - i. No Motions
- B. Public Forum 5:02 PM
  - a. NONE
- C. Docket 5:30 PM
  - a. Motion to Suspend Robert's Rules of Order by Senator Bustamante
    - i. Second by Senator Bourque
  - b. Question and Answer Session with Sodexo Representative(s) - *Presentation by Sodexo Management*
    - i. Point of Clarification by Senator Mack: How do students contact Sodexo management to relay issues?
      1. SMC Fresh email
      2. Ask-the-Gael
      3. Business cards in Oliver
      4. Supervisors walk the floor in Oliver and Cafe Louis and would appreciate feedback from students
      5. Encourage students to stop by the office
      6. Working on a communication board for Oliver depicting the structure of the Sodexo team with business cards for each
    - ii. Point of Clarification by Senator Patel: What day is Oliver closing for spring break? Would you explore extending this cut-off date?
      1. Scheduled to stop after Friday lunch
      2. Would be willing to explore extending it
    - iii. Point of Clarification by Senator Bourque: When are your office hours?
      1. 8am-6pm Mon-Fri
    - iv. Point of Clarification by VP Feldman: What steps are you taking to amend the relationship with students moving forward?
      1. Regular meetings with End the Silence and Sodexo officials
      2. Action plan
        - a. More vegan/vegetarian options



- b. Moved gluten free options to Legacy Garden sections
  - c. Replacing Jamba Juice with Island Oasis
  - d. Revising Pub food options to better align with students' wants (had some cooking equipment challenges in the Pub with current menu)
- v. Point of Clarification by Senator Garrecht-Connelly: How is Sodexo working to address student concerns?
  - 1. Heard complaints of little variety
  - 2. Working to increase quality of barbeque food/events
  - 3. Aiming to have catering conversation and discover new ways to communicate about menuing
  - 4. Sodexo has "a ton of flexibility about food"
  - 5. Recently hired a marketing coordinator
    - a. More information will be distributed to students via E-text
    - b. Instructions for E-text are listed on the napkin holders in Oliver and Dryden
- vi. Point of Clarification by Senator Nguyen: What are you doing to ensure that Oliver labels foods accurately for students with food allergies?
  - 1. Menu program puts out allergen informations
  - 2. Had to create baked goods' ingredient lists by hand, as they utilize outside bakeries and do not bake themselves
    - a. Still trying to get accurate ingredient information from a few bakeries
    - b. Looking to do more home style baked goods to control the ingredients
    - c. Currently looking to hire qualified bakers
- vii. Point of Clarification by Senator Harris: What are you doing to increase the variety of food in Oliver?
  - 1. Sodexo representatives are going to SF State, whose food program is also run by Sodexo, to gain new ideas for food variety
- viii. Point of Clarification by Senator Hermosillo: What are you doing to increase campus clubs' Sodexo catering use?
  - 1. Developed new catering menu to be approved soon
  - 2. Decreasing cost of catering for campus clubs
- ix. Point of Clarification by Senator O'Neill: Would you consider creating an environmentally friendly campaign to market the importance of the green clamshells containers?
  - 1. Invited senior Sustainability Director to work with Anne Drevno to discuss the clamshell containers and compost/waste

- 2. Resolving to educate the community about food safety
  - a. In the past, students have brought clamshells back moldy
- x. Point of Clarification by Senator McCarthy: Why can't students wash the clamshells themselves?
  - 1. Forbidden by the Contra Costa food safety departments
  - 2. Cannot regulate bacteria or health safety
- xi. Point of Clarification by Senator Bustamante: How are you working to make Pack-Outs more useful for RA's?
  - 1. It would be easier to provide cooked food than raw materials for students to assemble, as it ensures food safety
  - 2. In the future, Sodexo will educate students about the food code
  - 3. Welcoming student feedback
- xii. Point of Clarification by Senator Ball-Lipsey: What are your plans for making the green clamshell requirement more palatable?
  - 1. Want to connect with other Sodexo campuses for ideas
  - 2. Discussing providing clamshell containers for first-years as part of their mealplan
- xiii. Point of Clarification by VP Newton: Why do the prices in Cafe Louis fluctuate so much?
  - 1. All pricing is currently under review
  - 2. Experiencing inflation
  - 3. Use preferred pricing
    - a. Picking and choosing food to get it to a reasonable price point
  - 4. Considering making more food options for seniors and grad students
  - 5. Looking to utilize the Global Gael food truck now
    - a. Music and TV on the food truck to create fun atmosphere
    - b. Looking to develop technology to use flex dollars at food truck
- xiv. Point of Clarification by VP Fregoso: Is there anything Associated Students can do to help your efforts?
  - 1. Continuing to invite us to senate meetings and voicing your concerns
- c. Motion to Reinstate Robert's Rules of Order by Senator Harris
  - i. Second by Senator Oledan
- d. Resolution to Implement an Associated Student Government Segment into the Collegian - *Presentation by Senator Harris*

- i. Motion to Amend the Introduction Date to the Present Date by Senator Harris
  - 1. Second by Senator Hermosillo
- ii. Point of Clarification by President Gonzalez: Who from the Collegian is following up with the Associated Students in this plan?
  - 1. Will develop a plan for a point of contact in the Collegian who will delegate the writing assignment to someone in the Associated Students, to be put into motion in the next school year
- iii. Point of Clarification by Senator Bell-Lipsev: Will this be limited to the Senate or all of Associated Students?
  - 1. Limited to Senate
- iv. Point of Clarification by Senator Mack: Which members of Associated Students will write the articles?
  - 1. Anyone from either the Executive Team or Senate
- v. Motion to Previous Question by Senator Harris
  - 1. Second by Senator Bell-Lipsev
- vi. Motion to Approve the Resolution to Implement an Associated Student Government Segment into the Collegian by Senator Harris
  - 1. Passed

D. New Business 5:56 PM

- a. NONE

E. Reports 6:15 PM

- a. Motion to Suspend Robert's Rules of Order by Senator Bourque

- i. Second by Senator Hermosillo

- b. Campus Activities Board - *Presentation by Yesi Lopez*

- i. Past Events

- 1. Craft Night 3/28/19

- a. Spent \$185.60 over budget
- b. Made Slime and had snacks and fun music
- c. 51 people attended

- 2. Blingo 3/31/19

- a. Spent \$284.17 over budget
- b. Had Airpods, Concert tickets, and more as prizes
- c. 93 people attended

- ii. Upcoming Events:

- 1. Flying Trapeze 4/13/19

- a. Allocated \$600 for this event
- b. Will be bringing 20 people to a class in Berkeley

- c. Will be paying for their class and providing everyone a BART ticket to get to and from the class
  - 2. SMC Night 4/9/19
    - a. Allocated \$1,250 for the event
    - b. Hoping to be able to buy 50 tickets to the game
    - c. Did a ticket giveaway at the Commuter Lot on Thursday morning 4/4/19 with bagels and coffee
    - d. Purchased the tickets through Samantha Alberto where she bought a bulk of tickets
- iii. Spent \$37,055.72 out of \$99,750 annual allocated budget
- iv. Point of Clarification by Senator Holt: Is the flying trapeze event this weekend?
  - 1. Yes
- v. Point of Clarification by President Gonzalez: How many events are left this year?
  - 1. A few more than two
- c. Motion to Reinstate Robert's Rules of Order by Senator Oledan
  - i. Second by Senator Mongcupa
- d. Committee Reports
  - i. Finance Committee - *Vice President Newton*
  - ii. Institutional Affairs Board - *Senator Harris*
    - 1. Meeting this Wednesday for the last time
    - 2. Will have a resolution to pass
  - iii. Public Safety Committee - *Senator Harris*
    - 1. Nothing to report
  - iv. College Committee on Inclusive Excellence - *President Gonzalez*
    - 1. Meeting this Friday
    - 2. Invite to Senators
  - v. Bias Incident Response Team - *Senator Hermosillo*
    - 1. Nothing to report
  - vi. Sustainability Committee - *President Gonzalez*
    - 1. Nothing to report
  - vii. Food Committee - *Senator Patel*
    - 1. Met last week
    - 2. Discussed changes in Oliver hours
      - a. Open earlier and later
    - 3. Able to text members

- 4. Upcoming events
  - a. Involvement with cultural events on Saturday
  - b. Earth day
  - c. Gael day
  - d. Nightingale event
- viii. Campus Facilities Planning Committee - *Senator Holt*
  - 1. Last meeting of the year was canceled, but will be rescheduled
- ix. Black Lives Matter Committee
  - 1. NONE
- x. Cummins Institute Committee - *President Gonzalez*
  - 1. Discussing reading this week
- xi. Governing Documents Committee - *Vice President Feldman*
  - 1. Last meeting will be on Friday
  - 2. One resolution with amendments
- xii. Technology Planning Committee - *Senator Panis*
  - 1. Nothing to report
- xiii. Senior Week Committee - *Senator Bustamante*
  - 1. Selling tickets for Wednesday event
  - 2. After break, Committee will email entire Senior Week schedule
- xiv. First Year Experience Committee - *Senator Torres*
  - 1. Next meeting is next week on Wednesday during spring break
- xv. Student Rank and Tenure Committee
  - 1. NONE
- xvi. Library Committee - *Senator McCarthy*
  - 1. Nothing to report
- xvii. Grade Appeals Committee
  - 1. NONE
- xviii. Fair Trade Committee
  - 1. NONE
- xix. Additional Committee Reports
  - 1. Please respond to President Gonzalez's Student Life Committee email
- e. Senior Class Chair – *Senator Bustamante*
  - i. Tell Seniors to buy tickets before break when they are cheapest
- f. Junior Class Chair – *Senator Hermosillo*
  - i. Meet-n-Greet on April 10th
  - ii. Hansell is working on resolution regarding Vice Chair selection process

- g. Sophomore Class Chair – *Senator Oledan*
    - i. Discussed upcoming resolutions and recruiting for senate
  - h. First Year Class Chair – *Senator Beauchamp*
    - i. Have several resolutions underway
    - ii. Senator Patel completed another project
    - iii. Selling pre-order boba for Meet-n-Greet on april 12th
      - 1. Any students, not just first-years, can order
      - 2. Handing it out on the 24th
  - i. Vice President for Finance – *Vice President Newton*
    - i. Working on allocation and annual reviews
    - ii. First review was on Friday
      - 1. All qualified
  - j. Vice President for Student Organizations – *Vice President Fregoso*
    - i. Two more new clubs founded that will not have allocation money, as they missed the deadline for the allocation request
  - k. Associated Students President – *President Gonzalez*
    - i. Voting for spring elections begins tomorrow
      - 1. Please remind your constituents!
    - ii. Last meeting is after spring break
      - 1. Do not create new resolutions, just complete the ones you are currently working on!
  - l. Vice President for Administration – *Vice President Feldman*
    - i. Two weeks until last Senate meeting
    - ii. Last day to complete resolutions is April 24
    - iii. Last governing document amendment submission date is Friday, April 24
- F. Closing Business 6:12 PM
- a. General Announcements
    - i. Expressions of Blackness is this Thursday
      - 1. Tickets are \$4 with ID and \$6 without
    - ii. Passing of the Torch is May 8, during community time in the Brother’s Garden
    - iii. Convocation is May 1 at 1pm in the Chapel
    - iv. AS Day is April 4 at Community time in Dante Quad
  - b. Adjournment 6:17 PM
    - i. Our next meeting will be taking place on Sunday, April 28, in Delphine Lounge at 9:15am