

# The Associated Students Senate Meeting

Sunday, November 15th, 2020

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|---|---------|
| A. Opening Business   | 5:00 PM |
| a. Call to Order  |         |
| b. Roll Call  |         |
| c. Review of Minutes  |         |
| d. Review of Agenda   |         |
| B. Public Forum   | 5:05 PM |
| C. Docket   | 5:15 PM |
| a. <i>Resolution for the Reinstitution of the Public Safety Committee -</i><br>Senator Ethan Mack |         |
| D. New Business   | 5:25 PM |
| E. Reports  | 5:35 PM |
| a. Committee Reports  |         |
| i. Finance Committee  |         |
| ii. Institutional Affairs Board   |         |
| iii. Student Organization Council   |         |
| iv. Public Safety Committee   |         |
| v. College Committee on Inclusive Excellence  |         |
| vi. Bias Incident Response Team   |         |
| vii. Sustainability Committee   |         |
| viii. Food Committee  |         |
| ix. Campus Facilities Planning Committee  |         |
| x. Black Lives Matter Committee   |         |
| xi. Cummins Institute Committee   |         |
| xii. Governing Documents Committee  |         |
| xiii. Senior Week Committee   |         |
| xiv. First Year Experience Committee  |         |
| xv. Student Rank and Tenure Committee   |         |
| xvi. Library Committee  |         |
| xvii. Grade Appeals Committee   |         |
| xviii. Additional Committee Reports   |         |
| b. Senior Class Chair – <i>Senator Oledan</i>   |         |
| c. Junior Class Chair – <i>Senator Patel</i>  |         |
| d. Sophomore Class Chair – <i>Senator Carrillo</i>  |         |
| e. First Year Class Chair – <i>Senator Diaz</i>   |         |
| f. Vice President for Finance – <i>Vice President Hogarty</i>                                     |         |

- g. Vice President for Student Organizations – *Vice President Gubera*
  - h. Associated Students President – *President O’Neill*
  - i. Vice President for Administration –
- F. Closing Business 5:45 PM
- a. General Announcements
  - b. Adjournment
  - c. Next Meeting will be in Spring Semester

**Associated Students of Saint Mary’s College of California**

**Resolution for the Reinstitution of the Public Safety Committee**

**Authored By:** Ethan Mack, Senator for the Class of 2022

**Introduction Date:** November 15<sup>th</sup>, 2020

WHEREAS;

Acknowledging the need for public safety concerns to be voiced by faculty, staff, and students on Saint Mary’s College of California Campus;

Recognizing the importance of a committee to address Saint Mary’s campus emergencies, health and safety procedures, as well as public safety issues in a safe space;

Accepting the call for Saint Mary’s College of California to uphold the values of a safe campus for all persons;

Noting the obligation for better initiatives to become a safer campus;

THEREFORE;

The Associated Students of Saint Mary’s College of California hereby propose the reinstitution of the Public Safety Committee with the following guidelines:

1. The Chief of Public Safety to be head representative of organizing meetings and events pertaining to information regarding this committee
2. At least 2 representative Senators to serve on this committee
3. 2-3 students at large to be placed on this committee

4. At least one faculty and staff member to be placed on this committee
5. At least 5 organized meetings to be held during the academic year
6. This Committee to provide an open safe space for dialogue on Public Safety procedures and issues pertaining to Saint Mary's College of California Campus

Approved by the Associated Students Senate and submitted to the Associated Students President:

[ ] Approve                      [ ] Veto

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Emily O'Neill  
 President  
 Associated Students of Saint Mary's College of California

## **The Associated Students Senate Meeting**

**Thursday, November 5th, 2020**

- |   |         |
|---|---------|
| A. Opening Business   | 7:00 PM |
| <ol style="list-style-type: none"> <li>a. Call to Order at 7:04pm</li> <li>b. Roll Call</li> <li>c. Review of Minutes           <ol style="list-style-type: none"> <li>i. Passed - Motion to Pass by Senator Carrillo, Second by Senator Patel</li> </ol> </li> <li>d. Review of Agenda           <ol style="list-style-type: none"> <li>i. Passed - Motion to Pass by Senator Oledan, Second by Senator Carey</li> </ol> </li> </ol>   |         |
| B. Public Forum   | 7:05 PM |
| C. Docket   | 7:15 PM |
| <ol style="list-style-type: none"> <li>a. Presentations by Interim Vice President - <i>Margaret Kasimatis</i><br/>         and Vice President of Finance and Administration - <i>Susan Collins</i> <ol style="list-style-type: none"> <li>i. Passed - Motion to Suspend Robert's Rules of Order by Senator Oledan,<br/>           Second by Senator Escobar</li> <li>ii. Associated Students' Petition, no update</li> <li>iii. Tuition Setting Process           <ol style="list-style-type: none"> <li>1. Budget committee composed of 13 members, with 3 faculty<br/>             members, members from administration</li> <li>2. Constitute committee over summer (September)               <ol style="list-style-type: none"> <li>a. Tuition rate is recommended to the President after<br/>                 committee meeting</li> </ol> </li> </ol> </li> </ol> </li> </ol> |         |

- b. Look at prior rate of increase to take into account historical tuition rate in combination with competitor schools
      - c. Based on Collins analysis, noted “in the middle of the pack”
      - d. President then approves or disapproves of committee recommendation, then sent to Board of Trustees for approval (October)
- iv. Revenue 2019-2020, \$126.5 million
  - 1. Tuition from undergraduates provides 52%
  - 2. Second largest portion from graduate tuition and fees, 19%
  - 3. Room and Board (Auxiliaries) provides 14%
    - a. Normally provide even larger amounts of revenue for the institution
  - 4. Received \$1.4 million from the CARES Act from the Fed
  - 5. Received a little over \$1.2 million from CARES Act from Fed to directly support students
- v. Expenses 2019-2020, \$122.9 million
  - 1. Instruction accounts for 38%
  - 2. Student Services (including Student Life, IT) accounts for 18%
  - 3. Academic Support accounts for 9% (including SEAS)
- vi. Annual Expense Changes
  - 1. Spend approximately 68% of increases on salaries and benefits for employees
  - 2. Dealing with minimum wage increases (both staff and student)
  - 3. Employee health insurance at increasing trend year over year, between 5-10% per year
  - 4. Contractual increases
  - 5. Insurance
    - a. Liability, property
    - b. Increase in buying in CA have resulted in increase in expenses
- vii. Other Initiatives
  - 1. Revenue diversification provided by gifts to support scholarships, rental of facilities (including classrooms and overnights, halted due to COVID), and athletics (alumni donations to athletic department, not necessarily academics)

2. Expense reduction (without direct impact to students) by streamlining provision of services, and reallocating budgets to address priorities
  3. Looking for ways to find alternate financial support to relieve burden from students
- viii. Tuition Rates for Annual Year 21/22
1. Tuition increases have increased on average a little over 3% per year
  2. Kasimatis: “Middle to lower half of competitors” (tuition)
- ix. Going Forward
1. Budget Committee representation under consideration
  2. Will meet with AS Senate in early September to discuss tuition increase
  3. VP Finance and Administration meet annually with Senate to discuss the tuition rate increase and provide overview of College
- b. Questions for Margaret Kasimatis and Susan Collins
- i. Senator Patel: Point of clarification regarding tuition petition. April 26, 2020
    1. Kasimatis: Did not receive the resolution from Spring 2020
  - ii. Senator Diaz: Sodexo and student input
    1. Collins: 10 year contract with Sodexo. Signed 4 months after Collins started -- relied on creation of Food Committee to address student concerns
  - iii. Senator Moirao: Point of clarification regarding tuition petition. April 2020
    1. Kasimatis: Again, said did not receive the resolution that was passed in April.
  - iv. Vice President Hogarty: Student Activity Fee
    1. Kasimatis: Suspended for Fall 2020, because Rec Center and in person events will be hosted, it will be charged in Spring 2020
  - v. Senator Patel: Reopening Campus, student concern regarding reopening campus, classrooms, and study spaces, before housing deadline on November 15
    1. Kasimatis: Referred to previous email regarding FLEX classes and reopening of on campus resources, reopening plan contingent on CA Color Coded tiers of reopening in Contra Costa

2. Collins: Employees and faculty will be brought back to campus in the spring, work to provide more in person services for students
- vi. Senator Cuevas: Follow up on Student Activity Fee, will all students be charged including off campus students
  1. President O’Neill: impacts more than solely on-campus facilities
- vii. Shilei Bell-Lipsey: Result of tuition increase for the AY 20/21, what will the increase go toward?
  1. Kasimatis: Refer to college’s budgets slides. In the same way that typical expenses increase, SMC expenses increase, insurance increase due to fires, professor compensation increase
- viii. Sam Dixon: COVID communications and correspondence, previous COVID case on-campus transparency
  1. Kasimatis: COVID Dashboard accessible through Saint Mary’s main homepage (updated daily, once over the weekend), only 1 COVID case this semester, some will be directly notified if there is a possibility individuals were in contact with the positive case through contact tracing
    - a. <https://www.stmarys-ca.edu/covid-19-news-resources/smc-covid-19-dashboard>
  2. Collins: Working on testing protocol and continually working on protocol
- ix. Sam Dixon: How did the tuition petition get lost in translation?
  1. Kasimatis: No answer, claiming did not receive
- x. Senator Farris: Feasibility of project regarding Convenience Store
  1. Collins: Difficult at this point in time. Reopening book store starting November 9, 2020.
- xi. Senator Swoiiiiish: Inquiring about a rough estimate of when the Fall 2021 semester registration will open.
  1. Kasimatis: COVID increase changes plan rapidly, plans for Fall 2021 has begun with planning for different scenarios depending on which COVID Tier Contra Costa county is in
- xii. Senator Cuevas: Testing protocols with student-workers living off campus
  1. Kasimatis: No answer. Response TBD.
  2. Follow-up: Athletes are tested regularly.
- xiii. Senator Carey: Long range goals for Saint Mary’s within academia and finances.

1. Collins: Over the last three years financial strength has been increasing substantially, then COVID hit, plans to bring on new programs and look for additional partnerships, new scholarship fundraising effort to cover gap in student scholarships and provide more scholarships to students, increase rental of facilities
  2. Kasimatis: Seeking corporate partnerships (change from McKeon Pavilion to UCU Pavillion), UCU partnership allows for student access to really good rate for car loans, student internship opportunities -- not dependent on student tuition, academia: ways of making tuition more affordable if structured correctly (4+1 engineering program, graduating with undergrad and graduate degree)
- xiv. Senator Moirao: Tuition petition, reconvening with Board about price of tuition for Spring semester with online courses
1. Collins: Not apart of the petition received in September, asking for better transparency and communication between AS and Board of Trustees
  2. Sam Dixon: Shared screen with Senate, VP Kasmatis and VP Collins presenting tuition resolution.
  3. Kasimatis: Never formally submitted to administration
- xv. Senator Carrillo: CARES Act, will there be more financial support in Spring 2021?
1. Collins: Appeal process for additional financial aid, and did provide additional support where needed, currently there are bills in congress that would directly assist students affected by pandemic, applied for FEMA, used all of Presidential Emergency Fund
- xvi. Senator Diaz: Referring to presentation, status of \$3.6 million surplus
1. Collins: Used for a variety of capital projects, pay back principal on outstanding bonds/debt, took the rest of the money and invested in facility improvements (water line, HVAC), invest in on-campus generator utilized in the event of a power outage
- xvii. Shilei Bell-Lipsey: Status of tuition transparency resolution from Spring 2020 semester.
1. Kasimatis Collins: Received resolution in September, never received petition

xviii. Shilei Bell-Lipsey: Restructuring of President's Cabinet, why did this not include Senior Diversity Officer?

1. Kasimatis: Corrected her title, no changes to the President's cabinet. Senior Diversity officer reports directly to Kasimatis

D. New Business 8:20 PM

E. Reports 8:35 PM

a. Committee Reports

i. Finance Committee

1. Awarded Total of \$8,469.63
2. Spent Total of \$1,145.85
3. Approved 3 events at Monday's meeting (CAB and Gael Gaming Collaboration, Southern Asian Society, CAB and Peer Advocate for Wellness)
4. Formally added new member to committee, Senator Carey

ii. Institutional Affairs Board

1. Looking to add additional members

iii. Student Organization Council

1. No new student organization requests, approved 4 out of 4 of the student organization requests
2. Mental Health Workshop will be held on November 18, 2020 with Cynthia Cutshall from CAPS in late November

iv. Public Safety Committee

1. Close to finishing resolution
2. Looking into merging with parking committee

v. College Committee on Inclusive Excellence

1. Looking to create open forum about how students are feeling and dealing with the current environment

vi. Bias Incident Response Team

1. Group meeting next Monday from 11am - 12pm

vii. Sustainability Committee

1. No report

viii. Food Committee

1. Deciding on new dates and times to meet

ix. Campus Facilities Planning Committee

1. Held first meeting regarding plans for this year, low capital budget
2. Next meeting in January

x. Black Lives Matter Committee



- 1. No report
- xi. Cummins Institute Committee
  - 1. No report
- xii. Governing Documents Committee
  - 1. Meets in the Spring
- xiii. Technology Planning Committee
  - 1. No report
- xiv. Senior Week Committee
  - 1. No report
- xv. First Year Experience Committee
  - 1. No report
- xvi. Student Rank and Tenure Committee
  - 1. No report
- xvii. Library Committee
  - 1. No report
- xviii. Grade Appeals Committee
  - 1. No report
- xix. Additional Committee Reports
  - 1. No reports
- b. Senior Class Chair – *Senator Oledan*
  - i. Meet and Greet with Sophomore Class was successful, 25 participants, sending out prizes
  - ii. Continuing to work on resolutions
  - iii. Preparing for Senior Week Committee
- c. Junior Class Chair – *Senator Patel*
  - i. Held meet and greet
  - ii. Continuing to work on resolutions
- d. Sophomore Class Chair – *Senator Carrillo*
  - i. Meet and Greet with Senior Class was successful, 25 participants, sending out prizes
  - ii. Continuing to work on resolutions
  - iii. Attempting to make AS more of a bridge between students and the university
- e. First Year Class Chair – *Senator Diaz*
  - i. Continuing to work on resolutions
- f. Vice President for Finance – *Vice President Hogarty*
  - i. Continue to chair the Finance Committee

- ii. Began preparing for next semester
  - g. Vice President for Student Organizations – *Vice President Gubera*
    - i. Working with Cynthia Cutshall to prepare for the Mental Health workshop
    - ii. Working on creating an additional workshop
  - h. Associated Students President – *President O’Neill*
    - i. Offices Hours from 10am to 1pm for follow up questions
  - i. Vice President for Administration – vacant
- F. Closing Business 8:45 PM
  - a. General Announcements
    - i. None
  - b. Adjournment at 8:29pm
  - c. Next Meeting- Sunday November 15th @ 5pm

Minutes by Vice President Hogarty and Vice President Gubera