

CONTRA COSTA COLLEGE ASSOCIATE STUDENTS SENATE MEETING MINUTES

DATE: September 14, 2016 TIME: 4:00pm – 5:30pm LOCATION: SAB-107

***Please consider: All proposals should be discussion items prior to submission for action as this will allow the board to make better-informed decisions.

ASU President: Safi Ward Davis (SWD) P	ASU Executive VP: Alex Walker-Griffin (AW) P	ASU Senator:
ASU VP of Club Affairs: Jose Arebalo (JA) P	ASU Parliamentarian: Ryan Villarreal (RV) A	ASU Senator:
ASU Secretary: Esmeralda Topete (ET) P	ASU Treasurer: Aireus Robinson (AR) P	ASU Senator:
ASU Dir. Pub. Relations: Francis Sanson (FS) P	ASU Dir. T & Recruit:	ASU Senator:
ASU Dir. Shared. Gov.:	ASU Dir. External Affairs:	ASU Senator:
ASU Student Representatives:	ASU Act. Coordinator: Addy Brien (AB) P	ASU Senator:
ASU Senator: Kevin Gao (KG) P	ASU Senator:	ASU Senator:
ASU Senator: Karma Dolma (KD) A/E	ASU Senator:	ASU Senator:

CURRENT ITEMS				
Item#	Topic/Activity	Lead	Time	Outcome
1.	Call to Order SWD called to order at 4:05 p.m. Establishment of Quorum: Roll Call	S. Ward-Davis	2 min.	Information
2.	Approve: a) Agenda: Approval JA motion to approve agenda with correction, FS 2 nd the motion. Favor 6 Opposed 0 Abstain 1 (KG) Motion Passed b) Minutes: Approval of minutes Tabled	S. Ward-Davis	2 min.	Information/Disc./ ACTION
	<u>Business: Reports</u>			
3.	<u>Public Comment:</u> (Government Code Section 54954.2(a))	S. Ward-Davis	6 min.	Information

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4.	Budget Approval The Senate will review and approve the budget for 2016-2017. <ul style="list-style-type: none"> ➤ Silver Screen Design \$14, 071.53 AR motioned to pay Silver screen Design \$14, 071.53 for ASU “swag gear” (ASU water bottles, ASU bags, ASU portfolios), AW 2nd the motion Favor 6 Opposed 0 Abstain 1 (KG) Motion Passed ➤ Myron \$ 1760.96 (Graduation Pens) FS motioned to pay Myron \$1760.96 for Graduation Pens, AW 2nd the motion Favor 7 Opposed 0 Abstain 0 Motion Passed ➤ Culligan Water \$66.93 AR motioned to pay Culligan Water \$66.93, AB 2nd the motion Favor 6 Opposed 0 Abstain 1 (AW) 	A. Robinson	15 min.	Information/Discussion ACTION
5.	Information/Discussion <ul style="list-style-type: none"> ➤ Committees Senators will be sitting on. AR- Budget Committee JA- Student Success and College Council FS- College Council ET- Undecided AW- College Council KG- Undecided AB- Safety and Security SWD- Student Success, Presidents Cabinet, College Council, and Operation ➤ ASU Duties of Officers and Hours Duties of Officers will be reviewed and brought back to 2/3 meetings AB created a spread sheet to place your office hours Give a copy of your office hours to Joel by September 23, 2016 A copy of each senators office hours will be taped to their desk ➤ ASU Gear (T-Shirts, Polo’s, and ASU Business cards) ASU would like to purchase ASU T-Shirts and Polos Business Cards will be printed through Vista Print FS will be come up with a template for the business card with the ASU and CCC logos ➤ ASU Officers Pictures Are planned to be taken the first week of October, exact date will be picked ➤ Flyers, posters, and pamphlet’s Flyers, posters, and pamphlet’s should only be posted on approved areas, no posters, flyers, and pamphlet’s should be on wall or windows All flyers and posters should be printed, and need to be approved by Joel Shanks 	S. Ward-Davis	5 min	Information/Discussion

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	New Business			
7.	Petitioning Senator The Senate will discuss and vote on the addition of a new senator. ➤ Mariah Marinho A/E	S. Ward-Davis	5 min.	Information/Discussion/ ACTION
8.	Senator Interview The Senate will interview the most recent senator applicant. Petitioning Senators will be emailed to schedule an interview time	S. Ward-Davis	15 min.	Information/Discussion
9.	Officer Vacancies At this time, nominations will be opened to any qualified Senators interested in becoming Officers. ➤ ASU Dir. T & Recruit. ➤ ASU Dir. Shared Gov. ➤ ASU Student Representative ➤ SSCCC Region III Rep & Sub Rep. Will be AW and JA	S. Ward-Davis	10 min.	Information/Discussion/ ACTION
10.	Advisor Report ➤ ASU Mission ➤ Student Discount Program Local Businesses will be contacted and ask if the students will still be able to still receive discounts, and contact potential businesses that would like to participate in the discount program ➤ Event Calendar We will be creating an event calendar and getting it out as soon as possible ➤ Retirement Party Will be added to calendar ➤ Constitution Day Will be September 15, 2016 from 11:00-1:00 p.m. ➤ Hispanic Heritage Month (September 15- October 15) ASU would like to hold an event	J. Shanks	10 min.	Information/Discussion
11.	ICC report ➤ Club rush will be October 26-27, 2016 from 12:30-3:30 p.m. ➤ ICC is creating a club catalog	J. Arebalo	5 min.	Information/Discussion
12.	Adjournment or Continue ➤ FS motioned to continue the meeting 10 minutes, AW 2 nd the motion All if favor, motion passed ➤ JA motioned to adjourn the meeting at 5:38 p.m. All in favor, motion passed	S. Ward-Davis	5 min.	Information/ ACTION

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6.	Committee Reports Senate members will report decisions that were made in their respective committee. <ul style="list-style-type: none">➤ Publicity Committee Contra Costa College Geo tag will help advertise CCC home games All are welcomed to join you don't have to be a ASU member, if you would like to join or know anyone who would like to join contact FS➤ Finance Committee Is looking for members everyone's welcome to join, no experience needed	S. Ward-Davis	5 min.	Information/Discussion
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CONTRA COSTA COLLEGE ASSOCIATE STUDENTS SENATE MEETING MINUTES

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ASU President: Safi Ward Davis	ASU Executive VP: Alex Walker-Griffin	ASU Senator:
ASU VP of Club Affairs: Jose Arebalo	ASU Parliamentarian: Ryan Villarreal	ASU Senator:
ASU Secretary: Esmeralda Topete	ASU Treasurer: Aireus Robinson	ASU Senator:
ASU Dir. Pub. Relations: Francis Samson	ASU Dir. T & Recruit:	ASU Senator:
ASU Dir. Shared. Gov.:	ASU Act. Coordinator: Addy Brien	ASU Senator:
ASU Student Representatives:	ASU Senator: Atenas Gutierrez	ASU Senator:
ASU Senator: Kevin Gao P	ASU Senator:	ASU Senator:
ASU Senator: Karma Dolma	ASU Senator:	ASU Senator:

CURRENT ITEMS				
Item#	Topic/Activity	Lead	Time	Outcome
1.	Call to Order Establishment of Quorum: Roll Call	S. Ward-Davis	2 min.	Information
2.	Approve: a) Agenda: Approval b) Minutes: Approval of minutes	S. Ward-Davis	2 min.	Information/Disc./ACTION
	Business: Reports			
3.	Public Comment: (Government Code Section 54954.2(a))	S. Ward-Davis	6 min.	Information
4.	Budget Approval The Senate will review and approve the budget for 2016-2017.	A. Robinson	15 min.	Information/Discussion ACTION
5.	Information/Discussion Clean out Supply Closet Email List of ASU Officers and Senators List of supplies needed for ASU Design/Layout ASU Polo's and T-Shirts Grant for Support	S. Ward-Davis	5 min	Information/Discussion
6.	Committee Reports (Executive) Senate members will report decisions that were made in their respective committee. ASU President: ASU Executive VP: ASU VP of Club Affairs:	S. Ward-Davis	5 min.	Information/Discussion

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ASU VP of Club Affairs: Jose Arebalo P	ASU Parliamentarian: Ryan Villarreal A	ASU Senator:
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ASU Senator: Kevin Gao P	ASU Senator:	ASU Senator:
ASU Senator: Karma Dolma A	ASU Senator:	ASU Senator:

CURRENT ITEMS				
Item#	Topic/Activity	Lead	Time	Outcome
1.	Call to Order ❖ SWD called meeting to order at 4:18 Establishment of Quorum: Roll Call	S. Ward-Davis	2 min.	Information
2.	Approve: a) Agenda: Approval ET motioned to approve the agenda with corrections, 2 nd by KG Favor 8, Opposed 0, Abstained 0 Motioned Passed b) Minutes: Approval of minutes FS motioned to approve the agenda with corrections, 2 nd by AWG Favor 8, Opposed 0, Abstained 0 Motioned Passed	S. Ward-Davis	2 min.	Information/Disc./ ACTION
	<u>Business: Reports</u>			
3.	Public Comment: (<i>Government Code Section 54954.2(a)</i>)	S. Ward-Davis	6 min.	Information
4.	Budget Approval The Senate will review and approve the budget for 2016-2017.	A. Robinson	15 min.	Information/Discussion ACTION
5.	Information/Discussion Clean out Supply Closet ❖ Clean up will start 9/22/16 Email List of ASU Officers and Senators ❖ An email list of the ASU officers will be sent out to the asu members List of supplies needed for ASU Design/Layout ASU Polo’s and T-Shirts ❖ FS created a design for business cards and will come back next week with a new version Grant for Support ❖ ASU will be picking out a release date for the grant for support	S. Ward-Davis	5 min	Information/Discussion

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7.	Committee Reports (Internal) Senate members will report decisions that were made in their respective committee. Finance: Budget: Dir. T & Recruit.: Dir. Public Relations: Act. Coordinator:			
	New Business			
8.	Petitioning Senator The Senate will discuss and vote on the addition of a new senator. ✦ Mariah Marinho ✦ Emma Mink (2wk) ✦ Ronald Huntington (2wk) ✦ Tenzin Jamphal (2wk)	S. Ward-Davis	5 min.	Information/Discussion/ ACTION
9.	<u>Senator Interview</u> The Senate will interview the most recent senator applicant.	S. Ward-Davis	15 min.	Information/Discussion
10.	Officer Vacancies At this time, nominations will be opened to any qualified Senators interested in becoming Officers. Dir. Shared. Gov.- Student Representatives Dir. T & Recruit	S. Ward-Davis	10 min.	Information/Discussion/ ACTION
11.	<u>Advisor Report</u>	J. Shanks	10 min.	Information/Discussion
12.	Adjournment or Continue	S. Ward-Davis	5 min.	Information/ ACTION

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7.	Committee Reports (Internal) Senate members will report decisions that were made in their respective committee. Finance: Budget: Dir. T & Recruit.: Dir. Public Relations: Meeting on September 26 around 12:40am to design a poster and having a comment box around campus Act. Coordinator: Creating an event where the students can meet the ASU members			
	New Business			
8.	Petitioning Senator The Senate will discuss and vote on the addition of a new senator. ✦ Mariah Marinho A/E ✦ Emma Mink (2wk) A ✦ Ronald Huntington (2wk) P ✦ Tenzin Jamphal (2wk) P	S. Ward-Davis	5 min.	Information/Discussion/ ACTION
9.	Senator Interview The Senate will interview the most recent senator applicant. Set dates for interview: Mariah Marinho, Emma Mink, Ronald Huntington, and Tenzin Jamphal.	S. Ward-Davis	15 min.	Information/Discussion
10.	Officer Vacancies At this time, nominations will be opened to any qualified Senators interested in becoming Officers. Dir. Shared. Gov.- KG Student Representatives Dir. T & Recruit	S. Ward-Davis	10 min.	Information/Discussion/ ACTION
11.	Advisor Report ❖ Every ASU Senator has a job and must participate in committees ❖ October 5-6 is transfer day	J. Shanks	10 min.	Information/Discussion
12.	Adjournment or Continue FS motions to extend the meeting by 5 minutes, 2 nd by AWG, Motion Passed ET motions to extend adjourn the meeting at 5:37, 2 nd by AB, Motion Passed	S. Ward-Davis	5 min.	Information/ ACTION

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6.	<p>***Please consider: All proposals should be discussion items prior to submission for action as this will allow the board to make better-informed decisions.</p> <p>Committee Reports (Executive)</p> <p>Senate members will report decisions that were made in their respective committee.</p> <p>ASU President:</p> <p>ASU Executive VP: SSCCC will be having a meeting with AWG more information to be announced</p> <p>ASU VP of Club Affairs: Club rush, clubs should email JA with their themes</p>	S. Ward-Davis	5 min.	Information/Discussion
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