
CONTRA COSTA COLLEGE | ASSOCIATED STUDENT UNION (ASUCCC)



2600 Mission Bell Drive, SAB 101, San Pablo, CA. 94806
www.contracosta.edu/asu

STUDENT SENATE | REGULAR MEETING MINUTES | OCTOBER 18, 2023

Meeting Location: 2600 Mission Bell Dr. (SAB 107) San Pablo, CA. 94806

4:10 P.M. – 5:40 P.M.

Zoom Information

<https://4cd.zoom.us/j/9286267215>

Meeting ID: 928 626 7215

Agenda Materials

Board members will be attending via teleconference from the following locations

Note: While teleconference locations are listed below, if a member does not participate from a teleconference location that location may not be open to the public.

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1. ORDER OF BUSINESS

A. Call to Order- 4:12 PM

B. Roll Call | 5 Minutes

Voting Members

President Sudinma Thapa	Parliamentarian <i>vacant</i>
Executive Vice President (Interim) Sheyla Gutierrez Rojas	Director of Public Relations Sara Sugimoto
Vice President of Club Affairs (Interim) Michael Lee Saavedra	Director of Shared Governance <i>vacant</i>
Secretary (Interim) Irma Huizar	Director of External Affairs <i>vacant</i>
Treasurer (Interim) Erick Arias	Activity Coordinator <i>vacant</i>
Senator(s)	
Alejandra Simen Ayman Khan (A) Amoona Sharay	Capolyn Le Frankie Concha

Non-Voting Members

Advisor: Angela Loera

Petitioning Senator(s): Andersson Esteban (A), Henry Warmerdam (1)

Note-Taker: Irma Huizar

Public: Kenyetta Tribble, Camille Santana, Leitasika Faumuina, Hope Dixon, and Nikhil Masand

2. APPROVAL | 5 Minutes

*The ASUCCC Board will consider any amendments to the agenda and consider for approval the meeting held on **October 18, 2023.***

A. Agenda

Amendment to move up new business.

- I. Huizar moves to approve the amendment, M. Saavedra seconds. Unanimous approval, motion passes.

Amendment to change "Non-Credit Scholarships" to "Non-Credit Funding".

- S. Sugimoto moves to approve the amendment, E. Arias seconds. Unanimous approval, motion passes.

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- E. Arias moves to approve the agenda, S. Sugimoto seconds. Unanimous approval, motion passes.

B. Minutes (*October 11, 2023*)

Amendment to correct President report to “Met with Dr. George the Dean of Students”

- M. Saavedra moves to approve the amendment, C. Le seconds. Unanimous approval, motion passes.
- S. Gutierrez moves to approve the minutes, E. Arias seconds. Unanimous approval, motion passes.

3. PUBLIC COMMENT | 10 Minutes

California Government Code Section 54954.3 Members of the public will be given an opportunity to comment. This section of the meeting cannot surpass 10 minutes. Individuals will each receive two minutes per comment.

- Camille and Tas are dedicated to working closely with the Asian Pacific Islander community, and their goal is to bring awareness and aim to shine a light on the struggles those Palestine and Gaza are facing by providing a full picture of the situation. Understanding the importance of amplifying marginalized voices, they are committed to ensuring that students are heard and have a platform to express their feelings. They are actively working towards creating a safe online environment to openly discuss race and social justice-related topics and exploring all possible ways to support and empower different communities. It's crucial that we come together as a team to advocate and be the voice of change. Leaders must listen and understand the expectations and needs of the students.
- A virtual event will be held on zoom on Friday October 27, 2023 from 2:00 PM to 4:00 PM it will be a space to share how you are impacted by the events in Palestine and Israel, a space to share what support is needed, a space to be in your community and a place to share your love and compassion, you can register at <https://tinyurl.com/SafeSpace4CD>
- Hope Dixon comes to ASU to inform us about the resources available on campus. They are available to all students, especially during this hard time. If you need help and support, please visit the Resource Center.

4. INTRODUCTION OF PETITIONING SENATORS & REPRESENTATIVES (*Optional*)

- Introduction to Henry Warmerdam
 - Informed him of the requirements and application that need to be completed

5. NEW BUSINESS | 30 Minutes

A. Student Success Committee Updates (S. Gutierrez, N. Masand and K. Tribble) | 5 minutes

- Achieving the Dream is a non-profit organization centered around equity-mindedness, data informed, and student driven their job is to enhance to colleges mission. Achieving the Dream works with college administration to provide resources needed, they are focusing on equitable transfers outcomes so students can be on track.

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- This is where student input is needed, they are looking for 2-3 students to provide student perspective. This will be a paid position with 2 hours of work a week with a light workload.
- Whoever is interested in this position please email Sudinma who will be connecting you with Dr. Rogers and Jackie.

- People interested: A. Sharay, F. Concha and A. Simen

B. Communications Tool Suggestions | 5 minutes

- We want to improve our communication because email is not the most convenient way to communicate.
- Last year for ASU we used an app called “Slack” but it does have issues with notifications and announcements. In the beginning of the year, it was discussed with Angela to potentially use “Microsoft Teams”.
- ICC is also discussing this, and M. Saavedra gave input on possible communication tools, such as “Remind”, “Discord” and “Signal”
- “Pronto” was also recommended, Angela would have to make a canvas shelf for this.
- I. Huizar is assigned to explore these apps and options and present them to the board at the next meeting to take a vote.

C. ASU Photo Session (S. Sugimoto) |10 minutes

- It was decided that 11:45 AM on Friday 10/20 will work best, it is not confirmed where we will be meeting. Photo sessions can be indoors and outdoors, the photographer is available from 10:00 AM to 2:00 PM. S. Sugimoto will be reaching out to the board and the photographer about our session times.
- Dress Code: The board suggested many ideas for what we should wear:
- Business casual, colors that compliment us, one plain color, different tops and jeans. We took a vote and decided that there will be restrictions on clothing, S. Sugimoto will be sending out an email on our dress code.

a. Supplemental Mini-Mic Interviews

- S. Sugimoto will be interviewing everyone on board, instead of a written bio to introduce us to Mini-Mic that feels more emotional, and others can learn more about us and how we interact. S. Sugimoto will be emailing questions that will be asked. This will be some a week or two after the picture sessions to post together.

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D. ASU Team Building Activities/ Retreat Discussion| 10 minutes

- The board suggested various ideas for ASU bonding activities to get to know each other better, **E. Arias, A. Simen and M. Saavedra were assigned to this project.** A committee will be created to discuss possible activities, days, and times. Will meet before next meeting and present to the board what they will be agreeing upon.
- It was suggested that we have some unpaid activities during the semester and paid activities at the end of the semester. Some of these ideas can be combined to have an event for Thanksgiving
- List of Suggested Ideas
 - Watching films, potluck, physical/ outdoor activity: hiking, sport, dance room, painting, bowling, escape room, games.

5. OLD BUSINESS | 45 Minutes

A. Guided Pathways Updates Presentation (Kenyetta Tribble VPSS) | 20 minutes

- On Monday, we had a meeting with the Facilities Master Plan group to discuss spaces. The conversation revolved around focusing on one central space versus multiple spaces while keeping in mind the limit of space. Online and virtual spaces were also discussed
- Department chairs for each major on the website section under Programs and Pathways. They are trying to ensure that the language used resonates with students to encourage them to choose a major. We received feedback from Deans and submitted it to Marketing.
- We also discussed with the Student Success Teams and how the district can help students be successful, a faculty member, a counselor, and a student services representative to provide the necessary support. We are working on building program maps to help students visualize their path to their degree and providing them with multiple options. We aim to complete this project by December, and it will not replace counselor appointments.
- We also discussed how counselors can play a role in the guided pathways and how we can ensure that every student has access to a counselor appointment for their needs. To build a

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sense of community among students, we suggested pop-ups in different areas to encourage interaction. We will be meeting again on the 23rd to address any questions or concerns.

B. Non-Credit Funding Updates| 15 Minutes

- We discussed how we wanted to move forward with the funding. Angela and Sudinma created a spreadsheet with the criteria and requirements. This spreadsheet is available on the ASU google drive, feel free to look through it and add comments or questions.
- We wanted to create a wraparound fund to adapt and be able to support non- credit students, criteria for this fund still need to be discussed such as having number of classes as a requirement instead of credit.
- Budget: Nooshi suggested we support 30 students with \$15,000 for the whole year. We still need a specific number of students, but we're working with the Dean of Students and after we get a number, we can see how many people are in need.
- There are three options of where the money to fund these students could live.
 - ASU Account: The conflict with this option is that it would be very public. We agree that we could get a referral from an employee instead of having the student come to us directly to approve it. However, we would not be able to get donations.
 - CCC Foundation with an ASU account (if possible): It would be a large allocation every semester. With the foundation we would be able to have donors.
 - ESL Department
- The board took a vote and agreed to go through with funding non-credit students. We are organizing a team that will be dedicated to this project to follow through, get feedback, and get different people's input. S. Gutierrez and C. Le have been assigned to this team. When meeting dates and times are decided anyone is free to join.

C. CCCSAA 2023 Student Leadership Conference Transportation | 5 Minutes

- Angela checked in with the Dean of Student Administration to check in with the payments for the lodging of hotels, but it was determined that we cannot book a hotel because we do not meet the 50-mile minimum distance, because of this the budget was shifted for transportation. DVC did meet the minimum requirement, but we will be saving money.

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- For those attending we can decide if we all want to go together, for all the days 10/27-29 we will be meeting to go and come back, and we can also pick people up on the way. At the conference we can decide if they want to attend the optional sessions and what time to depart.
- If anyone is not able to go, we can have a substitute member just in case, **E. Arias volunteered.**
- The vehicle will be rented from Enterprise, and we will be getting a discount, because of the hotel change accommodations are willing to be made for transportation.
- Five people have agreed to attend, they are required to complete the registration and check in on the first day, we cannot switch between people attending.

D. ICC/ ASU Club Rush Tabling | 5 minutes

- Club Rush is tomorrow 10/19 from 12:30 PM to 2:30 PM, set up will be at 11:30 AM. C. Le sent an email for information about what should be promoted at Club Rush.
- There will be a rant poster about CCC, flyers for ASU and the discount sticker which has a QR code for a form to pre-order, only cash and check will be accepted to purchase the sticker. Potential suggestion box of businesses people would like to see on the discount sticker.
- Lunch will be handed out at 1:00 PM and passports will be especially for clubs. F. Concha will be helping set up and S. Thapa. S. Gutierrez, C. Le and I. Huizar will be tabling, it was recommended that we practice what to say beforehand.
- In the next meeting senators will give a report.

E. New Senator Activity Requirement | 2 Minutes

a. Tabling for New Senator Activity Updates (M. Saavedra)

- On Monday M. Saavedra did tabling for ASU from 1:00 PM- 3:00 Pm, it was an interesting new experience. Made a QRD code to access the Google Doc with feedback and comments so it can be used as an example to improve for ASU Club Rush Tabling. There was not a lot of response, but people were interested in the discount sticker.
- M. Saavedra finished the new senator activity requirement.
- H. Warmerdam will be helping with the Mini-Mic interview during Club Rush and the requirement will be completed.

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7. Associated Students Union Goals | 5 Minutes

★ TABLED

- ★ Goal #1- Connecting to different leadership opportunities
- ★ Goal#2- Specify between sister colleges student government
 - Also, our own student leadership teams
- ★ Goal #3- Policy- making and advocacy

Mini Goals:

- Target college students and improve diversity
 - Promotion to BSU and Puente
- Recruitment Emails (S. Gutierrez)
- Senator Involvement (E. Arias)
- Promotional Video/ Messenger (F. Concha & S. Sugimoto)
 - Communications Committee (S. Sugimoto & M. Saavedra)

8. COMMITTEE REPORTS | 5 Minutes

- A. **Merch Committee-** Will be in contact with Larry for more information and discussion.
- B. **College Council-** Discussed committees and getting more students involved. The SLO committee reached out and will not be able to table at Club Rush, but the College Council will be tabling.
- C. **Budget Committee-** E. Arias will report back at the next meeting.

9. BUDGET APPROVAL | 10 Minutes

- A. **CCCSAA 2023 Student Leadership Conference Transportation- \$3000 (Allocation)**
 - Because we did not meet the requirement of 50 miles to be approved for a hotel the cost of the conference was allocated for transportation.
- S. Gutierrez moves to approve the allocation, I. Huizar seconds. Unanimous approval, motion passes.

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10. BOARD REPORTS | 10 Minutes

- A. **President-** Apologizes for being absent last meeting. There was an executive meeting on Monday, but we did not meet quorum, in result an emergency meeting had to be held on Tuesday to approve the fund for the mechanical bull for the Undocumented Student Resource Fair, asks the people in an executive position to please take accountability. Excited to get more involvement in committees and fund non-credit students.
- B. **Executive Vice President-** External Affairs committee will have a meeting tomorrow and will be discussing the suggestion box. During ASU Club Rush tabling the discount sticker will finally be promoted and will hopefully have some pre-orders.
- C. **VP of Club Affairs-** Tomorrow is finally Club Rush, looking forwards to seeing everyone there. Will be talking with S. Sugimoto about the Mini-Mic interview.
- D. **Treasurer -** Volunteered at the Undocumented Student Resource Fair and the event was a success, thanks everyone that stopped and will be tabling for a short amount of time.
- E. **Secretary-** Thanks to those who volunteered at the Undocumented Student Resource fair.
- F. **Dir. of Public Relations-** No report
- G. **Senator(s)-** A. Simen attended the Distance Education Committee where they discussed more ways to provide students with textbooks, but it will take a while because they are scanning printing to make textbook copies. Because canvas instruction is outdated, they want to have a workshop to teach and support students, because of this they are looking to collaborate with EOPS to help promote to students this help in navigating canvas.
- H. **Advisor-** Club Rush is tomorrow 10/19 12:30 PM-2:30 PM, hopes to see everyone there. Student Life and EOPS are doing a collaboration for a movie night, it will be next Wednesday 10/25 at 7:00 PM at the Fireside Hall. Once a month there will be movies to engage with students but for now the movies are tentative.
 - If you want to talk to CCC Staff or Faculty, feel free to reach out:

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- Basic Needs: Hope Dixon
- Int'l Student Office: Lindsay Arentz
- Counseling: Camille Santana
- ESL: Anoosheh Borhan
- Student Life: Angela Loera

11. FUTURE AGENDA ITEMS | 2 Minutes

ASUCCC will consider any requests for future agenda items.

- ASU Bonding Activities/ Retreat (E. Arias, A. Simen and M. Saavedra)
- ASU Tabling Reflections
- Organization of an ASU event

12. ADJOURNMENT

ADJOURN- 5:50 PM

Next Meeting..... **October 25, 2023**