
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 25, 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- **4:13 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 (A)	Activity Coordinator <i>vacant</i>
Senator(s)	
Alejandra Simen (A) Ayman Khan (A) Amoona Sharay	Capolyn Le Frankie Concha

Non-Voting Members

Advisor: Angela Loera

Petitioning Senator(s): Henry Warmerdam (3), Luis Chicho,

Note-Taker: Irma Huizar

Public: Sanskar Rana

2. APPROVAL | 5 Minutes

*The ASUCCC Board will consider any amendments to the agenda and consider for approval the meeting held on **October 25, 2023.***

A. Agenda

Amendment to change H. Warmerdam's meetings attended from (1) to (3).

- S. Gutierrez moves to approve the amendment, I. Huizar seconds. Unanimous approval, motion passes.
- I. Huizar moves to approve the agenda, S. Sugimoto seconds. Unanimous approval, motion passes.

B. Minutes *(October 18, 2023)*

Amendment to change H. Warmerdam's meetings attended from (1) to (2).

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- S. Gutierrez moved to approve the amendment, F. Concha seconds. Unanimous approval, motion passes.
- S. Sugimoto moves to approve the minutes, C. Le 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.

- Arthur Kim introduces himself. This is their first ASU Meeting, and they are attending as a member of the public.

4. INTRODUCTION OF PETITIONING SENATORS & REPRESENTATIVES (Optional)

A. Henry Warmerdam

- Henry Warmerdam has met the requirements to be voted in as an official ASU Senator
- Sara Sugimoto moves to promote Henry Warmerdam to an official ASU Senator, Frankie Concha seconds. Unanimous, motion passed.

5. NEW BUSINESS | 30 Minutes

A. Halloween and Dia de Los Muertos Presentation (Student Life) | 15 minutes

- Student Ambassadors come to ASU to present events for Halloween and Dia De Los Muertos. Halloween festivities will have collaborative events with the Transfer Center for the HBCU Caravan on 10/31 to host a costume contest.
- For Halloween they decided to spend funds on three main categories: costume contest, decorations, candy. There will be a Costume Contest with 4 categories three for students and one for workers there will be 4 prizes with a \$400 total allocation. Decorations and candy will be \$200 each, with a total allocation of \$800.
- The Dia De Los Muertos event will take place November 1st and 2nd. They will be collaborating with the Puente Program to create a Student Altar. On the 2nd they will host a Movie Night "Book of Life" as a family friendly event. Refreshments would be \$500, flowers \$200 and decorations \$250, with a total allocation of \$950

B. ASU Collaboration with Basic Needs

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- Hope Dixon previously came to ASU to present how Basic Needs requires support with the Food Pantry. This is being brought up again to make sure this is dissuaded.
- A committee will be set up to meet and discuss this matter.
 - A. Sharay, S. Gutierrez, I. Huizar, H. Warmerdam, and C. Le are interested and will be holding a meeting this Monday from 4:00 PM- 5:00 PM.

- We will be looking into how we can support the food pantry and before or during the meeting we can visit the food pantry

C. Associated Student Union Event Organization Discussion | 15 minutes

- At the last meeting it was suggested that ASU should hold an event to get ourselves out there. What we want to get out of this event is for ASU to become more known, get more recruits and more school spirit.
- For this event(s) it would be a good idea that everyone helps in different ways, it could be a semi club rush where ASU tables for different things we are working on, for example the discount sticker, non-credit student funding, different committees.
- For the Club Rush students were afraid to write down actual rants about CCC so instead we can investigate an interactive event such as Painting/ Graffiti art to bring awareness of ASU and allow students to express themselves at the same time. Another way to promote ASU is sending people to clubs, committees or classes to promote us.
- S. Thapa, S. Sugimoto, F. Concha, A. Sharay and A. Loera will be working on this.

6. OLD BUSINESS | 35 Minutes

A. Non-Credit Student Support | 10 minutes

- Nooshi was not able to join us, but S. Thapa gave us information. ASU will be working on working to support Non-Credit Students in an emergency because the wrap around fund does not cover.
- S. Thapa met with Sara, and it came to our attention that legally it is not possible to host an external account and because they're non-profit they can't hold another account.

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- Sara suggested that instead we revise the wrap around fund so that non-credit students are included somehow, Sara talked with the financial aid office, and they were on board, however she still must talk with her accountants. Sara will be going out of town for a few weeks and will get back to us around November 15, this process is expected to take more time than expected.
- S. Thapa asked the board if we wanted to allocate a certain amount meanwhile, we go through this long process. We all agreed this allocation is something to consider and S. Thapa will be developing something with Angela and will get in contact with E. Arias.

B. Communications Tools Suggestions Presentation (I. Huizar) | 5 minutes

- I. Huizar presented the pros and cons of different communication tools suggested in the last meeting. After the presentation we went around the board eliminating which apps we did not want to use. Then the board decided on using Microsoft Teams. I. Huizar and A. Loera will work to get this organized and have it before the next meeting, this will make communication a lot easier.

C. ICC Club Rush Reflection | 5 minutes

- Last week on Thursday there was Club Rush from 12:30 PM – 2:30 PM, M. Saavedra commented on how this time worked because beside one club everyone was able to table. The MC and the DJ did a good job but there was not enough time to make all the announcements. Overall Club Rush was fun, and it was nice seeing the clubs interact, looking forward to future events and improvements.
- Through this event we learned we need more canopies and water, regarding the canopies we should invest in generic ones because of mix ups, people came to ASU Tabling asking about EOPS.

a. ASU Tabling, Senator Report and Mini-Mic Up

- We discussed thoughts on how we executed Club Rush. C. Le commented that people were intrigued by the discount sticker, but it was a problem that people did not know about ASU.
- It was a problem that we were tabling for a lot of things and that we were handing out passports because people were disinterested in ASU, and we were focusing on handing them out. In the future we could assign each person a topic to talk about and a separate space for passports.
- Thoughts on how we executed club rush, C. Le tabled for ASU students were interred in

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- Tabling for a lot of things, handing out passports, we did not get to focus on ASU because we focused on passports.
- Assigning people about topics, one person ASU Discount stickers, another what ASU is. ASU is under Campus then Student Life on the Contra Costa website. We can change and edit how our page looks. We could attach a link to our website on posters, that way people can always see it and have access.

D. New Senator Activity Requirement | 2 minutes

- H. Warmerdam and C. Le have completed the new senator activity requirement to promote ASU.
 - H. Warmerdam gave a report on the Mini-Mic series, during the last hour of Club Rush H. Warmerdam S. Sugimoto interviewed about 12 people, on Friday they edited and condensed it to a short clip to post on Instagram.
 - There was a positive response, and a few people were interested in joining ASU.
 - C. Le: Tabled for Club Rush reported that at first it was difficult but then things got easier.

■ These senators have yet to attend a committee meeting to report back to us.

E. ASU Team Building Activities Discussion (E. Arias, A. Simen & M. Saavedra) | 5 minutes

- M. Saavedra reports that they came to an agreement to have a potluck we can make or order something. Because next week is November to celebrate Thanksgiving, we can find a date that works for all of us to host his event.
- M. Saavedra would like us to have this event on a Wednesday and will be discussing with A. Loera and S. Thapa regarding cancelling one of our meetings, they will look into our agendas and decide what day works best.
- M. Saavedra had a conversation on what should they do, they agreed on doing a potluck it's a perfect opportunity to bring what you made or ordered, next week is November make some food find a date for all of us.

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- It was recommended that we have other activities such as a movie or games during the potluck. M. Saavedra will be sending out an email with more information and a form regarding food preferences. Next meeting, we can discuss the date.

7. Associated Students Union Goals | 5 Minutes

- ★ **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
- With our ASU Event we are planning we can arrange something with BSU AND Puente.
 - Recruitment Emails (S. Gutierrez)
 - Senator Involvement (E. Arias)
 - Promotional Video/ Messenger (F. Concha & S. Sugimoto)
 - Communications Committee (S. Sugimoto & M. Saavedra)
- **The ASU Goals will be added to a different section of the agenda so we can all see them.**

8. COMMITTEE REPORTS | 5 Minutes

- A. **Merch Committee-** S. Sugimoto is scheduling a meeting with Larry, hoping to meet this week or next week.
- B. **Budget Committee-** **TABLED**

9. BUDGET APPROVAL | 10 Minutes

- A. **Halloween Events - Allocation of \$800 (includes prizes, decorations, candy)**
 - M. Saavedra moves to approve the allocation, C. Le seconds. Unanimous approval, motion passes.
- B. **Dia De Los Muertos – Allocation of \$950 (includes refreshments, flowers, decorations)**
 - I. Huizar moved to approve the allocation, A. Sharay seconds. Unanimous approval, motion passes.

10. BOARD REPORTS | 5 Minutes

- A. **President-** Tabled at Club Rush and saw our Regional Affairs Director and introduced our EVP and Senator officially had a brief discussion about student leadership stipend that DVC wanted to push forward and hopes to have more knowledge before STAC meeting next. I had a meeting with Angela regarding the CCCSAA conference to discuss dress code, forums and travel. Will be attending the Facilities Master Plan meeting. The SLO committee is starting to meet again, and they are looking for students. If anyone is interested, please let S. Thapa know. The STAC meeting will be taking place at the same time and day the College Council is looking for someone to fill in for S. Thapa 2:00PM - 4:00PM Thursday November 9th so the College Council can function.
- B. **Executive Vice President-** Meeting for external affairs committee was cancelled, will be sending out at email to S. Sugimoto and I. Huizar regarding businesses to talk to. Recommends us to promote to our friends.
- C. **VP of Club Affairs-** ICC will be doing a Club Mixer for clubs to collaborate, hopes ASU can also join and be a part of this. The date for this event is to be determined.
- D. **Treasurer**
- E. **Secretary-** Will be working on the ASU Timeline and Microsoft Teams for the board to start using it soon.
- F. **Dir. of Public Relations-** Reminds everyone to fill out a survey for the supplemental Mini-Mic interviews, after the meeting is adjourned, we will look over the pictures to pick and send to Mr. Jose to edit and then to post. Is looking into posting generic ASU Flyers around campus.
- G. **Senator(s)-** C. Le is interested in joining the SLO committee.
- H. **Advisor-** Student Life and EOPS movie night is today at 7:00pm. This week I will be attending the CCCSAA Student Leadership Conference with five other people. .
Asked to go to Colegas conference next week November 1-3 but things are still

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being finalized, DVC had an extra registration, Angela would not be here for ASU so someone would have to stand in. Will be confirming tomorrow, and availability may change due to the hiring committee. The Student Services Meeting had a formal introduction for the new athletic director Kyle Alvarado, topic for fitness center will be re visited.

11. FUTURE AGENDA ITEMS | 2 Minutes

ASUCCC will consider any requests for future agenda items.

- Discussion for Spring Elections
- Basic Needs Committee Meeting Report
- ASU Event on Campus
- ASU Bonding Activity Potluck
- Discussion about Free- Student Access to Fitness Center
- Reporting on External Affairs

12. ADJOURNMENT

ADJOURN- 5:20 PM

Next Meeting..... **November 1, 2023**