
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 | FEBRUARY 22, 2024

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.

Associated Students Union Goals

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

CONTRA COSTA COLLEGE | ASSOCIATED STUDENT UNION (ASUCCC)

STUDENT SENATE | REGULAR MEETING MINUTES | FEBRUARY 22, 2024

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 (A)
Vice President of Club Affairs (Interim) <i>vacant</i>	Director of Shared Governance <i>vacant</i>
Secretary (Interim) Irma Huizar	Director of External Affairs <i>vacant</i>
Treasurer (Interim) Erick Arias (E)	Activity Coordinator <i>vacant</i>
Senator(s)	
Alejandra Simen Reynaldo Trevino	Frankie Concha Emily Au

Non-Voting Members

Advisor: Angela Loera

Petitioning Senator(s): Ma'Leah Ward (1) and Ode Kunthar (1)

Note-Taker: Irma Huizar

Public:

2. APPROVAL | 5 Minutes

The ASUCCC Board will consider any amendments to the agenda and consider for approval the meeting held on **February 22, 2024.**

S. Gutierrez moves to adopt the agenda A. Simen seconds. Unanimous approval, motion passes.

A. Minutes (February 08, 2024)

- S. Gutierrez moves to approve the agenda (minutes) A. Simen 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.

CONTRA COSTA COLLEGE | ASSOCIATED STUDENT UNION (ASUCCC)

STUDENT SENATE | REGULAR MEETING MINUTES | FEBRUARY 22, 2024

- Luis Chico was wondering if we could provide tarps for the CCC sports, would like to be on agenda next week to address this issue.

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

- Ode Kunthar and Ma'Leah Ward are welcomed interested in joining ASU.

5. NEW BUSINESS | 70 Minutes

A. NCORE Conference Discussion & Action | 20 Minutes

- We recently discussed whether we should send another student to NCORE, and Mayra has been keeping us updated. Sheyla and Erick are currently working on additional rubrics and making decisions about whether one or two students should be sent, based on Mayra's timeline. The application period has closed, and we need to submit approvals by March 14. If ASU is willing, we must complete this process before March 14. One student has already completed their application. Mayra suggested we consider sending a student who is a club representative or student leader, which could lead to an advisor joining the trip due to the successful initiative of students who previously participated. We still need to determine which students will be going and if we want to send an advisor with them.
 - To send one student: \$495
 - To send an advisor: \$695 (registration fee only, does not include food, lodging, and transportation)
 - a. **Vote if ASU will be sending 1 or 2 students**
 - The majority voted to send 2 students, so ASU will be sending two students to the conference!
 - b. **Vote if ASU will be sending ASU Advisor with students**
 - The majority voted to send an ASU Advisor to the conference.
 - c. **Draft Application Rubric Discussion (S. Gutierrez & E. Arias)**
 - S. Gutierrez created a separate rubric and developed questions for students to fill out a form. We will hold a vote to determine whether we proceed with a separate application process.

CONTRA COSTA COLLEGE | ASSOCIATED STUDENT UNION (ASUCCC)

STUDENT SENATE | REGULAR MEETING MINUTES | FEBRUARY 22, 2024

- We will need to form a mini-committee for mini-interviews. For any questions that aren't part of the form, we can hold a mini interview. In the interviews, we would only be evaluating applicants and conducting interviews.
- We can create different questions and slightly modify the rubric for the interviews. We should emphasize the connection to ASU, as it can also benefit the university.
- We should highlight ASU in the fourth question and mention other external committees. We will form a committee of no more than two people around two people's schedules and students.
- We'll review the applications and then proceed with the interviews.
 - **Vote:** Interview all applicants or evaluate applications and then interview if there is any debate.
 - The majority voted to first review the applications and then call for an interview if there was any debate.

- Evaluation deadline is no later than March 4th.

d. ASU NCORE Fundraiser for Student

- We already have sufficient funds to support all students as they have paid the student activity fee.
 - **Vote:** To go forward with the ASU NCORE Fundraiser
 - Ay: A. Simen
 - Nay: I. Huizar, S. Gutierrez, E. Au
 - We will not be going forward with the fundraiser.

B. ASU Sashes for Graduation (S. Thapa) | 10 Minutes

- We will be celebrating ASU members who are moving on and then vote on whether we want to continue. We'll also set up a proposed budget.
- Four ASU members will be graduating this year, and we can possibly extend this celebration to include the ICC.
 - **Vote:** To have ASU Sashes for Graduation
 - The majority voted to have sashes for graduation
- S. Thapa proposes a budget of \$900.
- A. Loera is currently working with the graduation team and can connect with a vendor to discuss the production of sashes.

CONTRA COSTA COLLEGE | ASSOCIATED STUDENT UNION (ASUCCC)

STUDENT SENATE | REGULAR MEETING MINUTES | FEBRUARY 22, 2024

- One idea is to have a sash with a general ASU logo, which can be reused in the future. We can consider including words or quotes on the sashes. Let's vote on this suggestion for sashes during our next meeting, which will be next week

C. ASU Events (Discussion/ Action) | 20 Minutes

a. ASU Tabling & Donuts and Coffee:

- E. Au is willing to table for ASU. We should consider combining some of these events. Specifically, we can merge ASU Tabling and Donuts and Coffee. This would be a different event from the one we discussed.
- We've discussed combining these events, and everyone agrees to the idea.
- S. Thapa proposes a budget of \$300

b. Pizza with ASU (S. Thapa):

- We're considering bringing pizza to ASU meetings and promoting it a little beforehand to attract more people to attend. Our idea is to have pizza at one of our meetings. In the first 15 minutes, we can have icebreakers on the agenda:
 - **Vote:** If we agree to go forward with this event
 - The majority voted to go forward with this event
 - We'd like someone to work on flyers and advertising the event, E. Au, or S. Sugimoto could work on this, with M. Ward assigned to develop icebreakers and introductions.
 - **We'll provide an update by our next meeting and set a date for this to happen.** Let's select one of our meeting dates.
 - S. Thapa proposes a budget of \$500

D. Women's History Month Merch Discussion/ Updates (A. Loera) | 10 Minutes

- A. Loera has updated us with notes from S. Sugimoto.
- We should discuss whether we want the same Women's History Month merchandise in different colors and quantities to distribute during tablings. The merchandise would have a lighter burgundy logo and wording than last year's

CONTRA COSTA COLLEGE | ASSOCIATED STUDENT UNION (ASUCCC)

STUDENT SENATE | REGULAR MEETING MINUTES | FEBRUARY 22, 2024

hoodies and shirts. It would be exactly the same as what we used for tabling and distributing last year.

- We also need to decide if we want to have events for Women's History Month, such as a Women's History panel or a "mini mic" session where we talk about who inspires us and why.
- We'll circle back to the events portion during our next meeting.

E. ICC Club Rush Tabling Discussion/ Action (S. Gutierrez) | 5 Minutes

- Club Rush is scheduled for next week, Wednesday, the 28th, and Thursday, the 29th, from 11:00 am to 2:00 pm. Based on everyone's availability, we can determine when and what time and days we'll be tabling.
- E. Au and M. Ward have expressed interest in tabling. Depending on availability, we can potentially cover both days.
- We plan to have a spinning wheel with various items, candy and snacks, a digital and physical sign-up sheet, paper weights, and a decorated table with a spring theme. We will ensure we have the ASU tent and ASU tablecloth.
- We can do reimbursements so keep your receipts.

F. Sustainability Activities Discussion (A. Simen) | 5 Minutes

a. Clothing Drive & Seed Pods

- A. Simen has been working with Katherine on drafting many sustainability activities. These events have been separated into into three sections: mini-projects, activities within the events, and the events themselves. Currently, A. Simen is focusing on making T-shirts for one of the mini-projects.
- The campus cleanup: Will be indoor, minimizing the use of chemicals. We're asking everyone to fill out a form to indicate their size and to get revised latex gloves, trash bags, and hand sanitizers. We're also working with a photographer for this event.
- The Green Threads Exchange: Will involve a clothing swap and drive, which should be straightforward. We're asking each department to share information about the event.
- We're also considering seed bombs.
 - We need to prioritize which event we'll do first: campus cleanup, clothing drive/swap, or seed bombs.

CONTRA COSTA COLLEGE | ASSOCIATED STUDENT UNION (ASUCCC)

STUDENT SENATE | REGULAR MEETING MINUTES | FEBRUARY 22, 2024

- **1st. Clothing Swap:** One person will research the cost of materials and set up a proposed budget. Diablo Valley can host this event at no cost. Katherine can provide more information and get us in contact with those involved. We'll also research different places to donate leftover clothes. M. Ward will lead this effort, with support from A. Simen and Katherine.
- The campus photographer, Nikhil, has offered to help with ASU photography work.
- Combining the Google Form Signup and Flyer: Sara, Alexa, and Oddi will work on this.
- We'll discuss distribution later when we have everything else sorted out.
- The date has not been confirmed, but we'd like to hold the event in April. We'll evaluate and reflect on the date for the clothing swap before moving forward with the other two events.

6. OLD BUSINESS | 30 Minutes

A. Upcoming Conferences Discussion/ Action | 10 Minutes

a. SSCCC (5 Minutes)

- We have another person outside of ASU who's interested in attending. We'll see how it goes with ICC and aim to have a person from ICC who might be interested in attending. **We need to find out who's available and interested from ICC by next Friday.**
- We can only accommodate 10 people per advisor; otherwise, we'll need to find another advisor.
- Liability forms will be sent out after all registrations are completed, and then we can move forward.
- Since the delegate and alternative will be attending, we should plan to leave Thursday evening.
- M. Ward and O. Kunthar are interested in going. We can look for another advisor and discuss this with Stephanie.
- The conference will be from April 4-7. On April 4th, we can cancel our meeting if necessary.
- We'll finalize the budget for tabling and provide an update next week.
 - **Vote:** Transportation if we will go separate or together

CONTRA COSTA COLLEGE | ASSOCIATED STUDENT UNION (ASUCCC)

STUDENT SENATE | REGULAR MEETING MINUTES | FEBRUARY 22, 2024

- The unanimous approval is to go together, and we can cancel the meeting.

B. Black History Month Event Discussion/ Action | 10 Minutes

a. BSU Open Mic Updates (S. Thapa) & Movie Night Updates 2/20

- We did not have the capacity to hold this event, so we've decided not to continue with it.
- **Vote:** Go through with these events
 - The majority decided that we will not be able to hold Black History events.

C. ASU Events Blood Drive & CPR Certification Sponsorship Updates | 5 Minutes

- Coordinate with Hope Dixon and Health Week; Commet Day is on the 11th, but it has been shifted to the first week of April. Hope was checking in with the Nursing and Emed departments, and Angela was checking in with the Blood Drive.
- There will be a one-day workshop and a one-day blood drive. However, because of the overlapping activities, the event will be held on the 9th.
- See if someone wants to start working with A. Loera and Hope to start on advertisement and organization. Decide what events to bring and what we can get out of the workshops. Also, discuss the length of the workshops (potentially 4 workshops). Decide between two options or split up the workshops to have some people make executive decisions. S. Thapa and E. Au will work to make the flyer and are interested in making t-shirts or goodie bags for people who donate. Create a survey for those who want to participate.
- We will depend on the mobile unit for space if needed, and the event will be in April

D. Valentine's Day Event Reflection (E. Arias & A. Simen) | 5 Minutes

- Rocky start with communication and brainstorming. At the end the job was done and it felt festive, with many people enjoying the photo booth and pizza. Student life's help really made a difference.
- A huge thank you to A. Simen, E. Arias, A. Loera, and all the contributors for sticking through and taking the lead.

CONTRA COSTA COLLEGE | ASSOCIATED STUDENT UNION (ASUCCC)

STUDENT SENATE | REGULAR MEETING MINUTES | FEBRUARY 22, 2024

7. INTERNAL COMMITTEE REPORTS | 5 Minutes

8. EXTERNAL COMMITTEE REPORTS | 5 Minutes

9. BUDGET APPROVAL | 10 Minutes

A. Fall 2023 Finals Freebies- \$13.56 (Additional to \$210 allotment)

- a. Janneth submitted George's pcard that we bought them on, and it exceeded the initial budget of \$210, we did not account for taxes)
- S. Gutierrez moves to approve the amount, A. Simen seconds. Unanimous approval, motion passes.

B. SSCCC GA 2024 (April 5 - April 7) - **TABLED**

- a. Registration - \$3,325
- b. Meal Allowance - \$380
- c. Transportation - TBD
- d. Hotel/Lodging - TBD

C. NCORE Conference – TENTATIVE - **TABLED**

- a. (Student(s) & Supervisor) Registration, lodging, travel, and meal.

10. BOARD REPORTS | 5 Minutes

- A. **President-** Going to STAC tomorrow, Angela and S. Thapa will be leaving at 1:00 pm. If you're interested in attending, please let S. Thapa know.
- B. **Executive Vice President-** We had an ICC meeting where we finalized the flyer, which is being posted and spread. Finished Club Rush and hope to see us at Club Rush.
- C. **Treasurer**
- D. **Secretary-** No report
- E. **Dir. of Public Relations**

CONTRA COSTA COLLEGE | ASSOCIATED STUDENT UNION (ASUCCC)

STUDENT SENATE | REGULAR MEETING MINUTES | FEBRUARY 22, 2024

- F. **Senator(s)**- A. Simen spoke with Jose about the design of the T-shirt for the Earth Day event. Another collaboration with DSPS will have volunteers participate in a panel, representing and supporting the event.
- G. **Advisor**- STAC meeting is tomorrow, leaving at 1 pm. If anyone is interested, please communicate. Part of the CCC LGBTQ board meeting is at 3 pm on Zoom. Next week is Club Rush. The ASU Execs Meeting is on Monday at 4 pm, and anyone can come. Working on a new position for an ambassador, specifically for ASU and shared governance and Thanks for attending the meetings!

11. FUTURE AGENDA ITEMS | 2 Minutes

ASUCCC will consider any requests for future agenda items.

- If there are any requests for future agenda items, please contact I. Huizar.

12. ADJOURNMENT

Next Meeting..... **February 29, 2024**