
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 | MAY 2, 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
 - Also, our own student leadership teams
 - ★ Goal #3- Policy- making and advocacy
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1. ORDER OF BUSINESS

A. Call to Order 4:17

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 <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	Activity Coordinator <i>vacant</i>
Senator(s)	
Alejandra Simen (A) Ma'Leah Ward	Frankie Concha Emily Au Ode Kunthar

Non-Voting Members

Advisor: Angela Loera

Petitioning Senator(s):

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 **May 2, 2024**.

- M. Ward moves to approve the agenda, E. Au seconds. Unanimous approval, motion passes.

A. Minutes (*No minutes need to be approved for this meeting as we did not meet quorum*)

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.

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

5. NEW BUSINESS | 20 Minutes

A. Library Laptop Sleeves Presentation Discussion (Erica Watson) | 10 Minutes

- We remove from agenda until we hear back, and we get any other information.

B. ASU End of Year Retreat Discussion/Action (I. Huizar) | 10 Minutes

- We need to allocate some budget and decide on a day for our upcoming event. We decided on Tuesday the 21st at 2:00 PM. We'll plan an activity followed by dinner. Please tell us in advance if you cannot attend because everything must be prepaid, and some places require a minimum to participate.
- We can allot \$1000 for both the activity and food just to be sure. M. Ward moves to propose the allocation, and S. Gutierrez seconded it. Unanimous approval, motion passes.
 - o We'll allocate \$1000 for the escape room and arts and crafts activity.

C. ASU Final Meeting Vote Discussion/ Action | 5 Minutes

- ASU needs to certify the election votes by the 15th of May. Therefore, our next meeting on the 9th will be our last regular meeting before certification. We'll need to hold a special meeting for election certification on the 15th. S. Thapa has made the executive decision to schedule this meeting for certifying the election votes. It's mandatory for everyone to attend.

D. Comet Day Follow-Up Reflection Discussion | 5 Minutes

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- E. Au and S. Thapa tabled and saw engagement but struggled with foot traffic, especially since the ice cream hindered people from coming into the booth. For future ASU tabling events, they suggested that more help would be appreciated, along with more decorations to attract attention.
- During the student panel, unexpected questions arose, and the script was messed up due to technology issues. Additionally, because there were so many students present, some did not get the chance to speak while others spoke excessively. They suggested narrowing down the student panel to make it more cohesive and diverse.
- Attendees on their phones during presentations were noted, suggesting the need for more mindfulness and implementation of housekeeping rules. They also recommended having a form to distinguish students and improving transparency at event times, along with better communication by providing faculty, staff, and students with a heads up and notice beforehand.

E. ASU Superlatives Discussion (S. Thapa) | 5 Minutes

- For our next meeting, we'll be having ASU superlatives. S. Thapa will send out a form for everyone to fill out.

F. ASU Events Discussion/ Action |10 Minutes

a. Finals Freebies:

- We need to secure business to provide an invoice for our upcoming event. M. Ward checked out Hometown Donuts, but they weren't suitable. E. Arias looked into Donut King and Andys Donuts, but they weren't either.
- If we decide today, we can get a cash advance, and someone can pay and pick up the donuts. We can then move this to the 14th. M. Ward will be creating the Donuts Poster and have it sent out by tomorrow. F. Concha is free between 9:30 and 12:45. S. Thapa is also available during this time and E. Au can help after 11:00am.
- It would be easier to go with Donut King with the cash advance.
- We'll allocate \$400 for the donuts. E. Au moves, and O. Kunthar seconds

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- We'll set up the donut station in the lifted area of the quad. We should have flyers explaining our event and consider making a banner, which we can work on during the next meeting.
- We'll have a separate station for giving out merch. A. Loera can coordinate with ambassadors to help, and we can sort the merch beforehand. We'll lay out one of each option with two people at a minimum, with the merch sizes separated. We'll offer two options: either a crew neck or a t-shirt with a spin wheel.
- For coffee, we'll consider East Bay Coffee Co in Pinole on San Pablo Ave. A. Loera can coordinate the pick-up of the items, and E. Arias will call to ask if they offer anything larger than a traveler. Volunteers should be there by 10:30 for set-up.

b. Decision Day:

- E. Arias contacted D's Shave Ice and out of the three-options majority voted for option #2 "Add ice cream +snocap (condensed milk, chamoy or lining powder) \$700-1050 for 100/150 servings. **They require a 50% deposit to reserve date.**

6. OLD BUSINESS | 20 Minutes

A. ~~[President's Scholar Medal Redesign](#) Discussion/Action (Jacqueline Oré) | 10~~

~~Minutes~~

B. ~~[Accreditation Midterm Report Draft Review Feedback Session \(FINAL\)](#) | 10~~

~~Minutes~~

C. ~~[Facilities Master Plan](#) Review/Feedback Session (FINAL) | 25 Minutes~~

D. STAC Student Stipend Review Feedback Session (S. Thapa) | 15 Minutes

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- There will be a STAC on May 6th, and we took the time to discuss and do an interactive activity editing the student stipend proposal.

7. INTERNAL COMMITTEE REPORTS | 5 Minutes

A. ASU Elections Committee (S. Thapa, S. Gutierrez Rojas, A. Loera)

- At Monday's elections meeting, we discussed hanging and spreading flyers featuring the candidates, as the campaign period ends tomorrow. After the campaign period, voting will commence to determine our newly elected members.
- Other positions are open as well. In the fall, there will be special elections for the intern position, which is open to anybody. Additionally, Ode Kunthar expressed interest in running for the Vice Chair of Clubs position.
- We'll need to rearrange the QR codes on posters for candidate statements and voting accordingly.

8. EXTERNAL COMMITTEE REPORTS | 5 Minutes

A. Budget Committee (Ma'Leah Ward)- **TABLE**

B. Student Success (Sheyla Gutierrez): Hope Dixon gave a presentation on basic needs and housing insecurity. Our short-term goals involve assessing how students are coping, while our long-term goals include addressing housing issues in the future. Guide pathways have been posted on the website, although certificates are missing. Additionally, transfer pathways and DSPS information have been shared via survey with staff to explore ways to connect students to DSPS services and promote access. Zero textbook data was presented, showing student success rates and the percentage of students who utilized zero-cost textbooks. CTC classes are being made more accessible for students to identify which classes offer zero textbook costs. Sudinma Thapa will chair Student Success next year.

9. BUDGET APPROVAL | 10 Minutes

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A. Library Laptop Sleeves- \$300 **TABLED**

B. ASU Finals Freebies- \$750

- O. Kunthar moves to allocate \$250 for ASU Finals Freebies Coffee F. Concha seconds.

Unanimous approval, motion passes.

- S. Gutierrez moves to approve the \$250 allocation, O. Kunthar seconds. Unanimous approval, motion passes.

- O. Kunthar moves to allocate \$500 for ASU Finals Freebies Donuts S. Gutierrez seconds.

Unanimous approval, motion passes.

C. C. ASU Decision Day- \$800

- O. Kunthar moves to allocate \$800 for ASU Decision Day "D's Shave Ice" O. Kunthar seconds.

Unanimous approval, motion passes.

- E. Au moves to approve the \$800 allocation, F. Concha seconds. Unanimous approval, motion passes.

D. NCORE 2024 2 Students/1 Staff

- a. Registration - \$1616.50: S. Gutierrez moves to approve the amount O.

Kunthar seconds. Unanimous approval, motion passes.

- b. Lodging - \$6,000: E. Au moves to approve the amount S. Gutierrez

seconds. Unanimous approval, motion passes.

- c. Flight - \$2,300: S. Gutierrez moves to approve the amount O. Kunthar

seconds. Unanimous approval, motion passes.

- d. Meal Allowance – TBD

- e. Snacks - TBD

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10. BOARD REPORTS | 5 Minutes

- A. **President-** Looking forward to Chair for Student Success next year, as the year is wrapping up glad for ASU and maybe S. Thapa will be sticking around for the future.
- B. **Executive Vice President-** There's a new PPSA club forming with mentoring and a new executive team for the next year. They're considering keeping the same vice chair, treasurer, and secretary, with the possibility of O. Kunthar taking on the role of chair. Additionally, they're thinking of creating a new position, such as a social media coordinator, to spread the word about the club.
- C. **Treasurer-** TABLED
- D. **Secretary-** No report
- E. **Dir. of Public Relations**
- F. **Senator(s)**
- G. **Advisor-** If you're graduating, make sure to inform A. Loera and provide any necessary information. Angela will delay responses for ticket pickup for graduation. During the last few weeks, ensure communication for any ongoing projects requiring paperwork or necessary purchases. A. Loera will be out the last week for NCORE with students.

11. FUTURE AGENDA ITEMS | 2 Minutes

ASUCCC will consider any requests for future agenda items.

TABLED

12. ADJOURNMENT

ADJOURN 5:50PM

Next Meeting..... **May 9, 2024**

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