

College of the Canyons Associated Student Government

Special Senate Meeting Agenda

Wednesday, July 24, 2024; 1:30 pm

HSLH-137

Teleconference Location:

*17200 Sierra Highway
Santa Clarita, CA 91351-1622*

1. General Business

- 1.1 Call to Order/Welcome/Establish Quorum
- 1.2 Flag Salute/Trophy Cup
- 1.3 Announcements/Correspondence
- 1.4 Approval of the Agenda for the Senate Meeting of July 24, 2024
- 1.5 Open Forum

2. Consent Calendar

- 2.1 Approval of the ASG Senate Meeting Minutes from May 22, 2024
- 2.2 Approval of Funds for the ASG Computer Lab (VC) Repairs
- 2.3 Approval of Funds for the ASG Computer Lab (VC) Supplies
- 2.4 Approval of Funds for Office Supplies
- 2.5 Approval of the funds for Poster Room supplies during the Summer and Fall Semesters
- 2.6 Approval of Funds for Twenty-five Score Cards for Summer and Fall 2024 Semester
- 2.7 Approval of Funds for CCC Office Supplies
- 2.8 Approval of Funds – NetSupport Annual Maintenance Plan
- 2.9 Approval to appoint Activities Team – Valencia Campus members
- 2.10 Approval to appoint Director of Clubs and Organizations

3. Regular Board Meeting Items (Discussions are limited to 10 minutes)

- 3.1 Interviews for Vice President of Advocacy position
- 3.2 Appointment of Vice President of Advocacy
- 3.3 Appointment of Vacant Director Positions
- 3.4 Approval of Funds – ASG Training
- 3.5 Approval to Appoint Graphic Artist
- 3.6 Approval of Funds - CougarFest

4. Reports (Limited to 5 minutes)

4.1 Officers Report

- 4.1.1 Director Reports.....(Any Directors)
- 4.1.2 Vice President of Activities.....Sara Wali
- 4.1.7 Vice President of Inter Club Council.....Kristian Mengistu
- 4.1.8 Executive Vice President of Communications.....Cameron Imperial-Pham
- 4.1.9 Vice President of Equity.....Moussa Haj Ghaban
- 4.1.10 Vice President of Advocacy..... (Vacant)
- 4.1.11 Student Trustee.....Sanjana Sudhir
- 4.1.12 Executive Vice President.....Jesus Martinez Desantiago
- 4.1.13 President.....Harrison Kim
- 4.1.14 ASG Technician.....Robin Herndon
- 4.1.15 ASG Canyon Country Campus Advisor.....Joanna Kelly
- 4.1.16 ASG Activities and ICC Advisor.....Lynn Suh
- 4.1.17 ASG Lead Advisor.....Kelly Dapp

4.2 District Committees

- 4.2.1 Academic Senate
- 4.2.2 Academic Calendar
- 4.2.3 Accreditation Taskforce
- 4.2.4 Advocacy Team
- 4.2.5 Body, Mind, Wellness
- 4.2.6 Bookstore
- 4.2.7 Calendar
- 4.2.8 CCC Advisory Committee

- 4.2.9 Celebrating the Humanities
- 4.2.10 Chancellor's Taskforce Workforce Development Committee
- 4.2.11 Civic Engagement Steering Committee
- 4.2.12 College Planning Team
- 4.2.13 College Policy Council
- 4.2.14 Committee for Assessing Student Learning
- 4.2.15 Curriculum
- 4.2.16 Diversity
- 4.2.17 Enrollment Management
- 4.2.18 Emergency Preparedness Plan Committee
- 4.2.19 Facilities Master Plan
- 4.2.20 Faculty Professional Development Committee
- 4.2.21 Food Services
- 4.2.22 Grade Review
- 4.2.23 Honors Advisory Committee
- 4.2.24 Institutional Effectiveness & Inclusive Excellence (IE2)
- 4.2.25 Measure E & M
- 4.2.26 President's Advisory Council (PAC-B)
- 4.2.27 Program Viability
- 4.2.28 Safety Committee
- 4.2.29 Student Art Collection
- 4.2.30 Student Conduct
- 4.2.31 Sustainable Development Committee
- 4.2.32 Technology
- 4.2.33 Women's Conference

4.3 Standing Committees

- 4.3.1 ASG Finance Committee
- 4.3.2 ASG Recruitment/Election Committee

4.4 Ad-Hoc Committees

- 4.4.1 Legacy Project Ad-Hoc Committee

5. Open Forum

6. Announcement of the next meeting: *August 21, 2024*

7. Adjournment

IF YOU NEED A DISABILITY-RELATED MODIFICATION OR ACCOMMODATION (INCLUDING AUXILIARY AIDS OR SERVICES) TO PARTICIPATE IN THIS MEETING, OR AN AGENDA IN AN ALTERNATE FORM, PLEASE CONTACT CAMPUS LIFE & STUDENT ENGAGEMENT AT COLLEGE OF THE CANYONS AT LEAST 48-HOURS BEFORE THE SCHEDULED MEETING

Date: 7/24/2024

Item Type: Action ☒ Information ☐ Discussion ☐

Agenda Section: Consent Calendar

Item Number: 2.1

Agenda Item Title: Approval of the ASG Senate Meeting minutes from May 22, 2024

Background: The minutes from the ASG Senate Meeting held on May 22, 2024 need approval. The Senate shall review the minutes and vote. You may [view](#) the minutes to approve on the website.

Recommendations: *Move to approve the minutes from the ASG Senate Meeting held on May 22, 2024*

Submitted by: Robin Herndon, ASG Technician

Approved By:

Moved By:

Seconded By:

Carried: ☐ Failed: ☐ Tabled: ☐

Date: 7/24/24

Item Type: Action ☒ Information ☐ Discussion ☐

Agenda Section: Consent Calendar

Item Number: 2.2

Agenda Item Title: Approval of Funds for the ASG Computer Lab (VC) Repairs

Background: Anticipating general repairs and service to printers, etc. during the Summer and Fall semesters.

Cost: \$250.00

Recommendations: *Move to approve up to \$250.00 from the ASG Computer Lab Equipment Repair Account #001.9305 during the Summer and Fall semesters.*

Submitted by: Robin Herndon, ASG Technician

Approved By:

Moved By:

Seconded By:

Carried: ☐ Failed: ☐ Tabled: ☐

Date: 7/24/24

Item Type: Action x Information Discussion

Agenda Section: Consent Calendar

Item Number: 2.3

Agenda Item Title: Approval of Funds for the ASG Computer Lab (VC) Supplies

Background: Anticipating general supplies that may be needed during the Summer and upcoming Fall semester, including paper and printer toner, and office supplies.

Cost: \$4,650.00

Recommendations: *Move to approve up to \$4,650.00 from the ASG Computer Lab Supplies Account #001.9301 during the Summer and Fall semesters.*

Submitted by: Robin Herndon, ASG Technician

Approved By:

Moved By:

Seconded By:

Carried: ☐ Failed: ☐ Tabled: ☐

Date: 7/24/24

Item Type: Action x Information Discussion

Agenda Section: Consent Calendar

Item Number: 2.4

Agenda Item Title: Approval of Funds for Office Supplies

Background: Approval of funding is needed to purchase office supplies for both the Campus Life and the ASG Office during the Summer and Fall semesters.

Cost: \$2,000.00

Recommendations: *Move to approve up to \$2,000.00 from the Supplies account # 001.9303 to purchase office supplies for Campus Life & ASG Office during the Summer and Fall semesters.*

Submitted by: Robin Herndon, ASG Technician

Approved By:

Moved By:

Seconded By:

Carried: ☐ Failed: ☐ Tabled: ☐

Date: 7/24/24

Item Type: Action x Information Discussion

Agenda Section: Consent Calendar

Item Number: 2.5

Agenda Item Title: Approval of the funds for Poster Room supplies during the Summer and Fall Semesters

Background: The cost will cover poster making, posting, and cleaning supplies

Cost: Not to exceed \$250.00

Cost breakdown:

Paint - paint brushes - cups for paint - butcher paper
Sanitation supplies
Post-its and blue tape
Art supplies

Recommendations: *Move to approve up to \$250.00 from Paint Room Supplies Account # 001.9152 during the Summer/Fall 2024 Semesters*

Submitted by: Robin Herndon, ASG Technician

Approved By:

Moved By:

Seconded By:

Carried: ☐ Failed: ☐ Tabled: ☐

Date: 7/24/24

Item Type: Action ☒ Information ☐ Discussion ☐

Agenda Section: Consent Calendar

Item Number: 2.6

Agenda Item Title: Approval of Funds for Twenty-five Score Cards for Summer and Fall 2024 Semester

Background: The 25 score cards for the summer and fall semester must be ordered soon.

Cost:

Summer- \$90.00 (50 virtual -\$1.50/each + 10 physical \$1.50/each)

Fall- \$450.00 (250 virtual - \$1.50/each + 50 physical \$1.50)

Total: \$540.00

Recommendations: Move to approve up to \$550 from the Twenty-five score benefit Account #001.9309 for 25 score cards issued during the Summer and Fall 2024 Semesters.

Submitted by: Robin Herndon, ASG Technician

Approved By:

Moved By:

Seconded By:

Carried: ☐ Failed: ☐ Tabled: ☐

Date: 7/24/24

Item Type: Action ☒ Information ☐ Discussion ☐

Agenda Section: Consent Calendar

Item Number: 2.7

Agenda Item Title: Approval of Funds for CCC Office Supplies

Background: Approval of funding is needed to purchase office supplies for both the CCC Campus Life Office and the ASG Computer Lab.

Cost: \$5,000.00

Recommendations: *Move to approve up to \$5,000.00 from the Supplies account # 001.9210 to purchase office supplies for the Campus Life Office & ASG Computer Lab during the Summer and Fall semesters.*

Submitted by: Joanna Kelly, Student Services Coordinator

Approved By:

Moved By:

Seconded By:

Carried: ☐ Failed: ☐ Tabled: ☐

Date: 7/24/2024

Item Type: Action x Information Discussion

Agenda Section: Consent Calendar

Item Number: 2.8

Agenda Item Title: Approval of Funds – NetSupport Annual Maintenance Plan

Background: The NetSupport Maintenance Plan that is installed on the computers located at both ASG Computer Labs at the Valencia and Canyon Country campuses is up for renewal. Additional licenses also need to be purchased for the Canyon Country campus due to more computer stations being added to the computer lab.

Cost Breakdown:

50 NetSupport School Maintenance/Protection Plans - \$300.82

6 Multi-platform Classroom Management Software - \$181.92

Total Cost \$482.74

Cost: Not to exceed \$500.00

Recommendations: Move to approve up to \$500.00 from the New Software account #001.9340 to pay for the renewal of the NetSupport Annual Maintenance Plan & additional software licenses.

Submitted by: Kelly Dapp, ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried: ☐ Failed: ☐ Tabled: ☐

Item Type: Action x Information Discussion

Agenda Section: 2.0

Item Number: 2.9

Agenda Item Title: Approval to Appoint Activities Team – Valencia Campus members

Background: The purpose of this agenda item is to approve the appointment of Pin-An Lin, Logan Ling Geniec, Yuanting Xu, and Shuran Jia as part of the Valencia Activities team. All candidates have been interviewed and informed of their new position via email.

COST: N/A

Recommendations: Move to approve Pin-An Lin, Logan Ling Geniec, Yuanting Xu, and Shuran Jia as the new directors/assistants of the Valencia Activites team.

Submitted by: Sara Wali, Vice President of Activities - Valencia Campus

Approved By:

Moved By:

Seconded By:

☐

Carried: Failed:

☐

Tabled:

☐

Date: 7/18/24

Item Type: Action x Information Discussion

Agenda Section: 2.0

Item Number: 2.10

Agenda Item Title: Approval to Appoint Director of Clubs and Organizations

Background: The purpose of this agenda item is to approve the appointment of Areesh Fatima as the Director of Clubs and Organizations. The candidate has been interviewed and informed of their new position via email.

COST: N/A

Recommendations: Move to approve Areesh Fatima as the new Director of Clubs and Organizations

Submitted by: Sanjana Sudhir, Student Trustee

Approved By:

Moved By:

Seconded By:

☐

Carried: Failed:

☐

Tabled:

☐

Date: 7/24/24

Item Type: Action ____ Information _x_ Discussion ____

Agenda Section: 3.0

Item Number: 3.1

Agenda Item Title: Interviews for Vice President of Advocacy position

Background: The following individuals have applied for the Vice President of Advocacy position. Candidates will be brought to the Senate for individual interviews. Candidates have been checked for eligibility.

Candidates:

Amna Fadel

Thanakrit Disakorn

Aris Adrian Landaverde

Qinhong Fu

COST: N/A

Recommendations: Ask required interview questions

Submitted by: Lynn Suh, ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried: ☐ Failed: ☐ Tabled: ☐

Date: 7/24/24

Item Type: Action x Information x Discussion x

Agenda Section: 3.0

Item Number: 3.2

Agenda Item Title: Appointment of Vice President of Advocacy

Background: The officers will now discuss which candidate to appoint as the Vice President of Advocacy.

COST: N/A

Recommendations: Appoint selected candidate as Vice President of Advocacy to start term on July 29, 2024.

Submitted by: Lynn Suh, ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried: ☐ Failed: ☐ Tabled: ☐

Date: 7/24/24

Item Type: Action x Information x Discussion x

Agenda Section: 3.0

Item Number: 3.3

Agenda Item Title: Appointment of Vacant Director Positions

Background: Some of the Vice President of Advocacy Candidates have also applied for Director/Assistant positions. Depending on who was appointed, the officers will now discuss if there are any candidates they'd like to appoint as a director/assistant.

COST: N/A

Recommendations: Appoint selected candidates to selected positions to start term on July 29, 2024.

Submitted by: Lynn Suh, ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried: ☐ Failed: ☐ Tabled: ☐

Date: 7/24/24

Item Type: Action x Information x Discussion x

Agenda Section: 3.0

Item Number: 3.4

Agenda Item Title: Approval of Funds – ASG Training

Background: ASG Training will be held from August 6 – 8, 2024. The advisors would like to get funds approved.

Snacks for three days

Lunch for each day

COST: Not to exceed \$1,000

Recommendations: Move to approve up to \$1,000 from account number 001.9350 ASG Retreats and Conferences for foods and snacks during ASG Training

Submitted by: Lynn Suh, ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried: ☐ Failed: ☐ Tabled: ☐

Date: 7/24/24

Item Type: Action x Information Discussion

Agenda Section: 3.0

Item Number: 3.5

Agenda Item Title: Approval to Appoint Graphic Artist

Background: The purpose of this agenda item is to approve the appointment of Kaiwen Zheng as the Graphic Artist to the Executive Vice President of Communications. The candidate has been interviewed and informed of their new position via email.

COST: N/A

Recommendations: Move to approve Kaiwen Zheng as the new Graphic Artist.

Submitted by: Cameron Imperial-Pham, Executive Vice President of Communications

Approved By:

Moved By:

Seconded By:

☐ Carried: Failed: ☐ Tabled: ☐

Date: 7/24/24

Item Type: Action x Information x Discussion x

Agenda Section: 3.0

Item Number: 3.6

Agenda Item Title: Approval of Funds - CougarFest

Background: CougarFest is scheduled for September 17 (CCC) and September 18 (VAL) from 11am to 1pm. Funds must be approved in preparation of purchasing supplies and incentives.

TOTAL COST: \$10, 390

AV Party Rental (including sand bags and not yet including discount)= \$5,790

Cunchy's= \$750

Cookies= \$500

Stuffed Cougars (Will try to collaborate with other depts to split this amount)= \$3,000

Miscellaneous supplies= \$300

Recommendations: Move to approve up to \$2,297.50 from the Clubs and Org Account #001.9203, \$2,000 from the CCC Social and Cultural account #001.9805, \$3,497.50 from the Student Resource Center account #9328 and \$2,595.50 from the VC Social and Cultural account #001.9813 for hosting Cougarfest at both the Valencia and Canyon Country Campuses.

Submitted by: Lynn Suh and Joanna Kelly, ASG Advisors

Approved By:

Moved By:

Seconded By:

☐ Carried: Failed: ☐ Tabled: ☐