

College of the Canyons Associated Student Government

Senate Meeting Agenda

Wednesday, March 19th, 2025; 2:30 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 March 19th, 2025
- 1.5 Open Forum

2. Consent Calendar

- 2.1 Approval of the ASG Senate Meeting Minutes from March 12th, 2025

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

- 3.1 Approval of 1st reading for ASG Constitution Changes
- 3.2 Canva Pro Subscription for ASG Use
- 3.3 ASG Financial Code 2nd Reading
- 3.4 Multicultural Budget

4. Reports (Limited to 5 minutes)

4.1 Officers Report

- 4.1.1 Director Reports.....(Any Directors)
- 4.1.2 Vice President of Activities.....Pin An Lin
- 4.1.7 Vice President of Inter Club Council.....Kristian Mengistu
- 4.1.8 Executive Vice President of Communications..... Ava Hernandez

4.1.9 Vice President of Equity.....	Moussa Haj Ghaban
4.1.10 Vice President of Advocacy.....	Amna Fadel
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 Campus Safety Advisory
- 4.2.6 College Planning Team (CPT)
- 4.2.7 College Policy Council (CPC)
- 4.2.8 Curriculum
- 4.2.9 Enrollment Management
- 4.2.10 Facilities Planning
- 4.2.11 Independent Citizens Oversight
- 4.2.12 Institutional Effectiveness and Inclusive Excellence (IE)²
- 4.2.13 President's Advisory Council – Budget (PAC-B)
- 4.2.14 Technology
- 4.2.15 Other College Committees

4.3 Standing Committees

- 4.3.1 Elections Committee
- 4.3.2 Finance Committee

4.4 Ad-Hoc Committees

- 4.4.1 Student Housing Taskforce

5. Open Forum

6. Announcement of the next meeting: March 26th, 2025

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: 3/12/2025

Item Type: Action x Information Discussion

Agenda Section: Consent Calendar

Item Number: 2.1

Agenda Item Title: Approval of the ASG Senate Meeting minutes from March 12, 2025

Background: The minutes from the ASG Senate Meeting held on March 12, 2025, 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 March 12, 2025*

Submitted by: Robin Herndon, ASG Technician

Approved By:

Moved By:

Seconded By:

Carried: ☐ Failed: ☐ Tabled: ☐

Date: 3/12/25

Date: 3/19/25

Item Type: Action x Information x Discussion x

Agenda Section: 3.0

Item Number: 3.1

Agenda Item Title: Approval of 1st reading for ASG Constitution Changes

Background: The Executive Vice President of Communications title will be changed to Vice President of Communications. A change in the ASG Constitution must be voted on by COC students. Once the change is approved by the ASG Senate, it will go on the May 2025 ASG Election ballot for change. There was also one instance in the current ASG Constitution where it says “Officer of Equity” instead of “Vice President of Equity” and that change will be made as well.

COST:

Recommendations: Move to approve 1st reading of ASG Constitution Changes

Submitted by: Lynn Suh, ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried: ☐ Failed: ☐ Tabled: ☐

Date: 3/19/25

Item Type: Action x Information x Discussion x

Agenda Section: 3.0

Item Number: 3.2

Agenda Item Title: Canva Pro Subscription for ASG Use

Background: This budget request is to allocate \$150 from the New Software account (001.9340) for the purchase of a Canva Pro subscription. Multiple attempts have previously been made with several “canyons.edu” email addresses to access Canva Pro, which have ultimately been unsuccessful. Canva Pro will provide ASG with advanced design tools, premium templates, and premium fonts that enhance the quality and efficiency of our digital and print media, including social media content and event promotions.

Recommendations: Move to approve \$150 from the New Software #001.9340 for the purchase Canva Pro

Submitted by: Ava Hernandez, Executive Vice President of Communications

Approved By:

Moved By:

Seconded By:

Carried: ☐ Failed: ☐ Tabled: ☐

Date: 03/19/2025

Item Type: Action ___x_ Information ___x_ Discussion _x_

Agenda Section: 3.0

Item Number: 3.3

Agenda Item Title: ASG Financial Code 2nd Reading

Background: The ASG Financial Code is ASG's governing document that outlines guidelines and procedures for the allocation of ASG funds. There are a few changes that need to be made to the document including updating some officer titles and aligning the language to current practices. A first reading took place and was approved by the ASG Senate last week. A final review will take place at this time so that the updated Financial Code may be adopted.

ASG Finance Code Changes:

III. INTERPRETATION:

Section 1:

Interpretation of the Financial Code, and therefore authority and supervision concerning the expenditure of ASG funds will rest with the appropriate Student Service/Campus Life & Student Engagement Administrator, being that ~~s/he is~~they are the official designee of the Santa Clarita Community College District Board of Trustees which serves as the controlling authority over all ASG activities and funds as stipulated by California Education Codes 76060, 76062, 76063, 76064, and 76065.

VII. FINANCE COMMITTEE:

Section 1. Finance Committee Membership shall consist of:

A. Voting Members

i. Finance Board

President, Executive Vice President, ~~Executive~~ Vice President

(Activities), Vice President (I.C.C.), Student Trustee,

~~Executive Liaison Officer~~Executive Vice President of Communications, and Officer of Marketing & Information. Vice President of Equity, and Vice President of Advocacy.

IX. PROCEDURE ON BUDGET REQUESTS

Section 1.

~~A. The person in charge of the program for which the budget request has
—been submitted, or his/her representative, must be present at the
—Finance Committee hearing when the budget requests are discussed.~~

X. ANNUAL BUDGET PROCEDURES

Section 1.

~~C. The Executive Vice President shall send written notification of the—
—date of budget hearings to the organizations and their respective—
—advisors not less than ten (10) working days prior to the scheduling—
—time of hearing. These budget hearings will provide the interested—
—parties the opportunity to appear before the committee to explain—
—their requests.~~

D. After all parties have been provided the opportunity to be heard, Once
ASG grant applications are received by the deadline, the
Executive Vice President shall direct the committee to begin deliberations.

XIV. PAYMENT AUTHORIZATION FORMS

Section 1:

ASG funds shall be accessed through a Payment Authorization form must include the following information:

- A. An ASG Executive Board officer's signature
- B. The club/organization's advisor signature for club payment
- C. ASG Student Services Coordinator signature
- D. The Director of Campus Life & Student Engagement's signature or
the ~~Associated Assistant Superintendent/~~ Vice President of Student Services signature in the absence of
the Director of Campus Life & Student Engagement

X. ASG ACCOUNTS

Section 2. ASG Merchant Account

~~Funds received from the ASG credit card merchant machine shall be deposited in the ASG's merchant account.~~

A. Funds received from the ASG credit card merchant machine shall be deposited in the ASG's checking account.

~~X. ASG ACCOUNTS~~

~~Section 2. ASG Merchant Account~~

~~A. Funds received from the ASG credit card merchant machine shall be—
—deposited in the ASG's merchant account.~~

Recommendations: Move to approve the 2nd reading of the ASG Financial Code.

Submitted by: Kelly Dapp, ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried: ☐ Failed: ☐ Tabled: ☐

Date: 3/12/25

Item Type: Action x Information Discussion

Agenda Section: 3.0

Item Number: 3.4

Agenda Item Title: Multicultural Budget

Background: Multicultural Day will take place on April 22 1:00 pm-3:00 pm, where participants will creatively decorate booths to share and educate others about their culture.

COST:

Food items \$1500

Recommendations: Move to approve up to \$1500 from 001.9225 - Multicultural

Submitted by: Aaron Lin, Vice President of Activities

Approved By:

Moved By:

Seconded By:

Carried: ☐ Failed: ☐ Tabled: ☐