

College of the Canyons

Associated Student Government

Senate Meeting Agenda

Wednesday, November 29, 2023; 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 November 29th, 2023
- 1.5 Open Forum

2. Consent Calendar

- 2.1 Approval of the ASG Senate Meeting minutes from November 15th, 2023
- 2.2 Approval of Funds—25 Score Cards—Winter/Spring 2024 Semesters
- 2.3 Approval of Funds—ASG Computer Lab (VC)—Winter/Spring 2024 needs
- 2.4 Approval of Funds — ASG Computer Lab (VC)—Winter/Spring 2024 needs
- 2.5 Fund Transfer Approval – ASG Equipment Repair
- 2.6 Approval of Funds—Office Supplies—Winter/Spring 2024 Semesters

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

- 3.1 ASG Senate Input on Employment Center Website
- 3.2 ASG Winter Training
- 3.3 Approval of 2nd Reading of ASG Constitution Changes

3.4 Approval ASG Election Code Section II, Point A (Candidacy, Qualifications) Changes

3.5 Approval of 2nd Reading of ASG Election

4. Reports (Limited to 5 minutes)

4.1 Officers Report

- 4.1.1 Director Reports.....(Any Directors)
- 4.1.2 Executive Vice President of Activities.....Kristian Mengistu
- 4.1.3 Vice President of Activities – Valencia.....Lijuan Zhu
- 4.1.4 Vice President of Activities – Canyon Country.....(Vacant)
- 4.1.5 Social Student Involvement Coordinator I – Valencia.....Jiahong Sun
- 4.1.6 Social Student Involvement Coordinator II – Valencia.....Cody Imperial-Pham
- 4.1.7 Social Student Involvement Coordinator – CCC.....Jesus Martinez Desantiago
- 4.1.8 Cultural Student Involvement Coordinator I – Valencia.....Yu Wu
- 4.1.9 Cultural Student Involvement Coordinator II – Valencia.....Erik Polanco
- 4.1.10 Cultural Student Involvement Coordinator – CCC.....(Vacant)
- 4.1.11 Public Affairs Officer.....Stephanie Ofilada
- 4.1.12 Vice President of Inter Club Council.....Ellie Wingo
- 4.1.13 Officer of Marketing and Information.....Harrison Kim
- 4.1.14 Officer of Equity.....(Vacant)
- 4.1.15 Executive Liaison Officer.....Sanjana Sudhir
- 4.1.16 Student Trustee.....Hestia Sartika
- 4.1.17 Executive Vice President.....Caitlin Herron
- 4.1.18 President.....Chris Bordbar
- 4.1.19 ASG Technician.....Robin Herndon
- 4.1.20 ASG Canyon Country Campus Advisor.....Joanna Kelly
- 4.1.21 ASG Activities and ICC Advisor.....Lynn Suh
- 4.1.22 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: December 06, 2023

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: 11/29/2023

Item Type: Action Information Discussion

Agenda Section: 2.0

Item Number: 2.1

Agenda Item Title: Approval of the ASG Senate Meeting minutes from November 15, 2023

Background: The minutes from the ASG Senate Meeting held on November 15, 2023, 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 November 15, 2023*

Submitted by: Robin Herndon, ASG Technician

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 11/29/2023

Item Type: Action _x_ Information ___ Discussion ___

Agenda Section: 2.0

Item Number: 2.2

Agenda Item Title: Approval of Funds—25 Score Cards—Winter/Spring 2024 Semesters

Background: The 25 score cards for the Winter and Spring 2024 Semesters soon must be ordered. Additional funds are being requested to reorder when the supplies are running low for the 25 score cards.

Cost: not to exceed \$1,500

Recommendations: Move to approve up to \$1,500 from the 25 Score Benefit Account #001.9309 for 25 score cards issued during the Winter & Spring 2024 Semesters.

Submitted by: Robin Herndon, ASG Technician

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 11/29/2023

Item Type: Action _x_ Information ___ Discussion ___

Agenda Section: 2.0

Item Number: 2.3

Agenda Item Title: Approval of Funds—ASG Computer Lab (VC)—Winter/Spring 2024 needs

Background: Anticipating general repairs and service to printers, etc.

Recommendations:

Move to approve up to \$500 from the ASG Computer Lab Equipment Repair Account #001.9305

Submitted by: Ronna Randall, ASG Computer Lab, Valencia Campus

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 11/29/2023

Item Type: Action Information Discussion

Agenda Section: 2.0

Item Number: 2.4

Agenda Item Title: Approval of Funds for the ASG Computer Lab (VC) Winter/Spring 2024 needs

Background: Anticipating general supplies and repairs for the Winter session and upcoming Spring semester, including paper and printer toner, and office supplies.

Recommendations: Move to approve up to \$5,000 from the ASG Computer Lab Supplies Account

#001.9301

Submitted by: Ronna Randall, ASG Computer Lab, Valencia Campus

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 11/29/2023

Item Type: Action Information Discussion

Agenda Section: 2.0

Item Number: 2.5

Agenda Item Title: Fund Transfer Approval – ASG Equipment Repair

Background: The ASG Equipment Repair account funds have been depleted due to some unanticipated printer repairs and funds are needed to replenish the account.

Cost: \$700.00

Recommendations: *Move to approve the transfer of \$700.00 from the Computer Lab Supplies account #001.9301 to the ASG Equipment Repair account #001.9305.*

Submitted by: Kelly Dapp, ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 11/29/2023

Item Type: Action Information Discussion

Agenda Section: 2.0

Item Number: 2.6

Agenda Item Title: Approval of Funds—Office Supplies—Winter/Spring 2024 Semesters

Background: Approval is needed for office supplies in both Campus Life and the ASG Office during the Winter and Spring 2024 semesters.

Cost: not to exceed \$3000.00

Recommendations: *Move to approve up to \$3,000.00 from the Supplies account # 001.9303 for both Winter and Spring 2024 Semesters.*

Submitted by: Robin Herndon, ASG Technician

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 11/29/2023

Item Type: Action ___ Information _x_Discussion_x_

Agenda Section: 3.0

Item Number: 3.1

Agenda Item Title: ASG Senate Input on Employment Center Website

Background: Faculty from the Employment Center are currently working on updating their website and would like the ASG Senate to provide feedback on how they can make it more user-friendly.

Cost: N/A

Recommendations: N/A

Submitted by: Chris Bordbar, ASG President

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 11/29/23

Item Type: Action_x_Information_x_Discussion____

Agenda Section: 3.0

Item Number: 3.2

Agenda Item Title: ASG Winter Training

Background: The advisors are planning winter training to be held on Monday, January 29, 2024, to start at 1:30pm.

Please make sure to clear your schedule for work. Attendance at the training is MANDATORY.

Advisors are still hashing out the details, but the training will be held for ONE DAY only for a span of 3-4 hours. Advisors will review the availability filled out and announce a finalized date by the end of the Senate meeting today.

COST: Not to exceed \$750

Recommendations: Approve up to \$750 from account number 001.9350 ASG Retreats and Conferences for expenses related to ASG Winter Training.

Submitted by: Lynn Suh, ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 11/29/2023

Item Type: Action _x_ Information _x_ Discussion _x_

Agenda Section: 3.0

Item Number: 3.3

Agenda Item Title: Approval of 2nd Reading of ASG Constitution Changes

Background: The Executive Board, along with the Public Affairs Officer, VP of Activities – Valencia, and Social Student Involvement Coordinator II had a robust discussion regarding ASG Officer Restructure/Revamp during the Executive Board meeting held on November 8, 2023.

The ASG Senate received a report on the changes made in the ASG Constitution on November 15, 2023, and approved the first reading.

The Senate will now provide any comments or suggestions for the second reading if needed.

Once the 2nd and final reading is approved, a special election will be prepared for the ASG Constitution changes so that these changes can be reflected for the Spring 2024 Elections.

COST: N/A

Recommendations: *Move to approve 2nd Reading of the ASG Constitution*

Submitted by: Lijuan Zhu, Vice President of Activities - Valencia Campus

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 11/29/2023

Item Type: Action _x_ Information _x_ Discussion _x_

Agenda Section: 3.0

Item Number: 3.4

Agenda Item Title: Approval ASG Election Code Section II, Point A (Candidacy, Qualifications) Changes

Background: The Senate had a discussion regarding the Election Code language pertaining to candidate qualifications at the November 15, 2023, meeting. ASG Elections Committee Chair, Ellie Wingo, and ASG Advisor, Lynn Suh, drafted two options to present to the Senate. The Senate will provide input on which change should be implemented for the second reading of the Election Code.

1st reading language: Candidates for President, Executive Vice President, and Student Trustee previously must have been a part of COC's ASG as an officer.

Option 1: Candidates for President and Executive Vice President must have completed at least 20 semester units at COC.

Option 2: Candidates for President, Executive Vice President, and Student Trustee must have completed at least 20 semester units at COC. Candidates for President, Executive Vice President, and Student Trustee must submit a Letter of Recommendation written by an individual (excluding family and friends) that can speak on the candidate's leadership skills.

- Candidates will input the recommender's information (name, phone number, and e-mail address) in their Candidate Application.
- An e-mail with instructions will be sent to the recommender to submit a letter of recommendation by April 8, 2024, at 11:59pm.
- Letters of recommendation for candidates will be posted alongside the candidate's platform statement without revealing the identity of the recommender.

COST: N/A

Recommendations: *Approve option 2 to be written into the Spring 2024 ASG Election Code*

Submitted by: Ellie Wingo, VP of ICC and Lynn Suh, ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 11/29/2023

Item Type: Action _x_ Information _x_ Discussion _x_

Agenda Section: 3.0

Item Number: 3.5

Agenda Item Title: Approval of 2nd Reading of ASG Election

Background: The Elections Committee has made changes according to the feedback provided by Senate members during the meeting on November 15, 2023. The Senate will review the changes and provide additional feedback if needed.

COST: N/A

Recommendations: *Move to approve 2nd reading of the Election Code*

Submitted by: Lynn Suh, ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled: