

College of the Canyons
Associated Student Government
Senate Meeting Agenda
Wednesday, September 13, 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 September 13th, 2023
- 1.5 Open Forum

2. Consent Calendar

- 2.1 Action: Approval of the ASG Senate Meeting minutes from September 6th, 2023
- 2.2 Action: Appointing Assistant to the Vice President of Activities – VC
- 2.3 Action: Appointing Assistant to ASG President
- 2.4 Action: NEW CLUB- COC Red Cross Club
- 2.5 Action: NEW CLUB- Coptic Club
- 2.6 Action: NEW CLUB- Grace on Campus

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

- 3.1 Action: ASG Financial Code Revisions – First Reading
- 3.2 Discussion: ASG Joint Meeting Preparation

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 – Canyon Country.....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.....Christopher 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: September 20, 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: 9/13/2023

Item Type: Action

Agenda Section: Consent Calendar

Item Number: 2.1

Agenda Item Title: Approval of the ASG Senate Meeting minutes from September 6th, 2023

Background: The minutes from the ASG Senate Meeting held on September 6th, 2023, need approval. The Senate shall review the minutes and vote. You may view the minutes to approve on the [website](#).

COST: N/A

Recommendations: *Move to approve the minutes from the ASG Senate Meeting held on September 6th, 2023.*

Submitted by: Robin Herndon, ASG Technician

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 9/13/23

Item Type: Action

Agenda Section: Consent Calendar

Item Number: 2.2

Agenda Item Title: Appointing Assistant to the Vice President of Activities - VC

Background: Ziyang Long has been interviewed for the Assistant to the Vice President of Activities – VC position. The selected candidate will start their role immediately if appointed.

COST: N/A

Recommendations: *Move to approve Ziyang Long as Assistant to the Vice President of Activities - VC*

Submitted by: Lijuan Zhu, Vice President of Activities - VC

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 9/13/23

Item Type: Action

Agenda Section: Consent Calendar

Item Number: 2.3

Agenda Item Title: Appointing Assistant to ASG President

Background: Hasvita Obulapuram has been interviewed for the Assistant to ASG President position. The selected candidate will start their role immediately upon appointment.

COST: N/A

Recommendations: *Move to appoint Hasvita Obulapuram as Assistant to ASG President.*

Submitted by: Chris Bordbar, ASG President

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 9/13/23

Item Type: Action

Agenda Section: Consent Calendar

Item Number: 2.4

Agenda Item Title: NEW CLUB- COC Red Cross Club

Background: College of the Canyons students will service their community's needs through service and leadership. We will help prevent and alleviate human suffering in the face of emergencies within our community and around the world by mobilizing the power of volunteers and the generosity of donors. The American Red Cross, through its strong network of volunteers, donors and partners, is always there in times of need. We strive to collectively foster initiative and promote opportunities for our members to make a difference.

COST: N/A

Recommendations: *Move to approve COC Red Cross Club*

Submitted by: Lynn Suh, Inter Club Council Advisor

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 9/13/23

Item Type: Action

Agenda Section: Consent Calendar

Item Number: 2.5

Agenda Item Title: NEW CLUB- Coptic Club

Background: The purpose of our club is to provide a community where we can grow spiritually and learn more about the Orthodox Christian faith. We hold spiritual meetings, Bible studies and engage in community service. We meet twice a month for a talk and discussion with a guest speaker, followed by fellowship. Students of all faiths and backgrounds are welcome to join!

COST: N/A

Recommendations: *Move to approve Coptic Club*

Submitted by: Lynn Suh, Inter Club Council Advisor

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 9/13/23

Item Type: Action

Agenda Section: Consent Calendar

Item Number: 2.6

Agenda Item Title: NEW CLUB- Grace on Campus

Background: Grace on Campus exists to exalt God, encourage and edify believers, and evangelize the lost. As members of the Grace on Campus Club our mission is to provide an avenue through which believers on campus can connect with other believers, identify areas and ways we can be purposefully involved in campus life and the lives of fellow students, and encourage one another to live missionally on COC's campus.

COST: N/A

Recommendations: *Move to approve Grace on Campus*

Submitted by: Lynn Suh, Inter Club Council Advisor

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 9/13/2023

Item Type: Action

Agenda Section: Regular Board Meeting Items

Item Number: 3.1

Agenda Item Title: ASG Financial Code Revisions – First 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 some language referring to ASG’s savings account and the procedure for handling inactive club funds. The ASG Finance Committee reviewed and approved the changes. The changes are now being presented to the ASG Senate for approval.

ASG Finance Code Changes:

Article X. ASG Accounts

Section 1.

The only funds that may be housed within the ASG budget are club accounts and actual ASG funds that will be used for appropriate ASG purposes with the exception of those defined in Article XVI, section 2.

Section 2. Checking Account

- A. The Associated Student Government shall maintain a checking account to conduct financial transactions.
- B. Any revenue generated by the Associated Student Government shall be held in the ASG checking account.

~~Section 3. Savings Account~~

- ~~A. All ASG surplus funds shall be held in a savings account. The Associated Student Government will maintain a minimum of 25% of the amount of the ASG’s operating budget in the ASG’s savings account each year.~~
- ~~B. The ASG savings account may be drawn upon for the following purposes:~~
 - ~~i. To address any budget shortfalls to ensure a balanced budget.~~

- ii. ~~To fund unanticipated and/or emergency expenses that could not have been foreseen or budgeted in the current fiscal year budget.~~
- iii. ~~Major improvement or capital outlay which may benefit students and campus population of College of the Canyons~~

Section 4. ASG Merchant Account

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

XVI. Trust Funds

Section 1. Club Trust Accounts

- A. Club and organizational funds are held in trust for the organization and may not be drawn upon by the Associated Student Government or expended by it. These funds are subject to withdrawal only by approval of the club reflected in the agenda or minutes. An account is maintained to fully cover complete withdrawal of such funds.
- B. If a club is placed on probation status, club funds shall be frozen except for the payment of outstanding debts. Funds shall be frozen for a period of two months from the day of the meeting at which the club was placed on probation.
- C. If a club is placed on inactive status, club funds shall be frozen except for the payment of outstanding debts.
- D. If any ASG chartered club or organization which the ASG holds money in trust for should become inactive for three (3) successive semesters, all funds in the group's club account shall revert to the ~~ASG Inactive Club Trust Fund account which may be used for Inter Club Council activities~~ general fund, Miscellaneous Income, and programs established in the ASG Annual Budget at the end of the third successive inactive semester. If a club becomes active during this time, funds shall be returned to the club.

Section 2. Other Trust Accounts

- A. Funds for Financial Aid scholarships and ASG sponsored programs are held in trust and may not be drawn upon by the Associated Student Government or expended by it. These funds are subject to withdrawal only by Payment Authorization Form approved by the staff or faculty

person(s) responsible for the funds. An account is maintained to fully cover complete withdrawal of such funds.

- B. All ASG awarded scholarships which funds have not been used/exhausted after 2 years of no action revert back to the ASG.
- C. ~~The Associated Student Government can also set up trust funds for its own purpose. The ASG shall be able to remove these trust funds if conditions change.~~

Recommendations: *Move to approve the first reading of the revised ASG Financial Code.*

Submitted by: Kelly Dapp, ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 9/13/23

Item Type: Discussion

Agenda Section: Regular Board Meeting Items

Item Number: 3.2

Agenda Item Title: Planning for Joint Meeting with Executive Cabinet

Background: The ASG Senate will hold a joint meeting with the Executive Cabinet on September 20th. In preparation for this meeting, the Senate will discuss how they should delineate ASG Executive powers and responsibilities. This may involve creating a PowerPoint presentation and bringing up legacy projects such as the Banc project, campus tour project, and Alumni project.

COST: N/A

Recommendations: *Prepare for joint meeting.*

Submitted by: Chris Bordbar, ASG President

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled: