

College of the Canyons

Associated Student Government

Senate Meeting Agenda

Wednesday, November 1, 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

1.5 Approval of the Agenda for the Senate Meeting of November 1st, 2023

1.5 Open Forum

2. Consent Calendar

2.1 Approval of the ASG Senate Meeting minutes from October 18th, 2023

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

3.1 Empowerment Programs

3.2 ASG Computer Lab Overview

3.4 Approval of First Reading of Bylaw Changes

3.4 Approval of Funds – Fall 2023 Star Party Snacks

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.....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: November 8th, 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: 11/01/2023

Item Type: Action Information Discussion

Agenda Section: 2.0

Item Number: 2.1

Agenda Item Title: Approval of the ASG Senate Meeting minutes from October 18, 2023

Background: The minutes from the ASG Senate Meeting held on October 18th, 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 October 18th, 2023.*

Submitted by: Robin Herndon, ASG Technician

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 11/01/2023

Item Type: Action ___ Information _x_ Discussion _x_

Agenda Section: 3.0

Item Number: 3.1

Agenda Item Title: Empowerment Programs

Background: Evelyn Garcia – Director of Empowerment Programs – will be providing us a presentation on the different services offered by her department.

COST: N/A

Recommendations: N/A

Submitted by: Lynn Suh, ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 11/01/2023

Item Type: Action ___ Information _x_ Discussion _x_

Agenda Section: 3.0

Item Number: 3.2

Agenda Item Title: ASG Computer Lab Overview

Background: The Associated Student Government (ASG) Computer Lab has been an important resource for students since it was created in 2004. The ASG Computer Lab helps hundreds of students each day with their printing, faxing, and scanning needs at both the Valencia and Canyon Country campuses. The use of the ASG Computer Lab is one of the benefits that students receive when they pay their Student Support Fee. Students are able to receive a limited amount of free printing each week and may either access those services in-person or online. Information will be shared with members of the Board about the ASG Computer Lab and staff will be available to answer any questions.

COST: N/A

Recommendations: N/A

Submitted by: Kelly Dapp, Lead ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 11/01/2023

Item Type: Action Information Discussion

Agenda Section: Consent Calendar

Item Number: 3.3

Agenda Item Title: Approval of First Reading of Bylaw Changes

Background: To keep the Bylaws accurate, there have been the following updates that reflect the current duties of certain positions and the changing needs for ASG.

Cost: N/A

Recommendations: *Move to approve the First Reading of the Bylaw Changes.*

Submitted by: Joanna Kelly, ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Section 17. The duties of the Executive Liaison officer shall be:

Clause A. To serve as a voting member of the Executive Board and Finance Committee and to attend all Activities Board meetings in a nonvoting capacity.

Clause B. To serve as the liaison between the ~~main campus and all satellite campuses of the college.~~ Valencia and Canyon Country Campus.

Clause C. To coordinate at least one event per semester at the Canyon Country Campus ~~and each satellite campus~~ with the cooperation of the Activities Board.

Clause D. ~~To serve on all district committees pertaining to the planning/coordination of all off campus sites.~~

Clause E ~~To coordinate at least one meeting a month with a California Community College Student Government to discuss events, California Community College legislature, and college policies.~~

Clause F To appoint an Administrative Assistant(s) and upon ratification by two- thirds (2/3) vote of the Student Senate, to supervise the non-voting powers and activities so delegated.

Section 4. Exceptions

Clause A. Staff writers for The Paw Print are appointed and removed by the Officer Of Marketing and Information, or may be removed by the Senate.

Section 5. The non-voting members of the Student Senate and their duties shall be:

~~Clause A. Historian~~

~~The Historian shall be appointed by the Officer of Marketing and Information with the approval of the Student Senate.~~

- ~~1) To keep written record and descriptions of all ASG events~~
- ~~2) To provide a written update/record to Campus Life and Student Engagement staff with ASG accomplishments for the year.~~

~~Clause E. Photographer~~

~~The Photographer shall be appointed by the Officer of Marketing and Information with the approval of the Student Senate and shall work closely with the Senate through that office.~~

- ~~1) The duties of the Photographer are:
 - ~~a) To make a continuous photographic record of campus activities and events especially those pertaining to students and the A.S.G.~~
 - ~~b) To post photos and to maintain a physical or digital record of photographs~~
 - ~~c) To work with the Historian with the development of photos for the scrapbook.~~~~

Clause F. Director(s) of Publicity

- 1) The Director(s) of Publicity shall be appointed by the Public Affairs Officer with the approval of the Student Senate and shall work closely with the Senate through that office.
 - a) To make and distribute posters and signs to publicize events on and off campus, and to dispose of outdated posters and signs.
 - b). To make and publish social media posts on ASG social media platforms for the purposes of publicizing events on and off campus.
 - ~~e) To keep the Canyon Call ASG-sponsored publications informed of events.~~
 - d) To assist in accepting and fulfilling Spotlight Media requests from campus departments and clubs/organizations wanting to publicize their events on campus
 - ~~e) To attend Senate, Activities Board and committee meetings as proxy for Public Affairs Officer under the following conditions:
 1. The Public Affairs Officer cannot attend a meeting.
 2. The necessary proxy forms have been filled out and submitted.~~

~~f) To attend Activities Board meetings.~~

Clause G. The Paw Print, Staff Writer(s)

1) Staff writers for The Paw Print shall be appointed by the Officer of Marketing and Information, ~~and~~

2) They will work closely with the Officer of Marketing and Information and ~~the senate in that office and as a contributing writer for The Paw Print the other Paw Print team members. He/she is~~ 3) Writers are-required to submit at least one article per month.

Clause H. Graphic Artist(s)

1) The Graphic Artist shall be appointed by the Officer of Marketing and Information and will work closely with the Senate through that office.

a) To ~~provide graphics design graphics~~ for the Paw Print.

b) ~~To assist the Public Affairs Officer in the creation of publicity.~~

To learn and use a software program that the Paw Print can be created in.

Clause B. Student Services Coordinator

1. Serves as the main advisor of Activities Board and Inter Club Council.

Clause C. Student Services Coordinator – Canyon Country

1. Serves as the main advisor for the Canyon Country Officers/Directors and other officer positions as needed.

Date: 11/01/2023

Agenda Section: 3.0

Item Number: 3.4

Agenda Item Title: Approval of Funds – Fall 2023 Star Party Snacks

Background: Each Fall and Spring semester, the Canyon Country Campus Hosts Star Party, which involves a renowned speaker, an opportunity to view the stars through telescopes, explore different science activities various clubs display as well as free snacks that ASG provides. This event is free and open to students, staff and the community.

Cost:

2 boxes (36-count) of chips (variety pack) @ \$22.00 each= \$44.00

2 bags of mini candy @ \$20.00= \$40.00

2 cases of Kirkland water bottles @10.00 each= \$20.00

Total Cost (including taxes): \$130.00

Recommendations: *Move to approve up to \$130.00 from the CCC Social and Cultural Account #001.9805 for the purchase of snacks for Fall 2023 Star Party.*

Submitted by: Joanna Kelly, ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled: