

# Associated Student Government

## Minutes

Wednesday, January 18, 2023

2:00 p.m. STCN-129

Senate Meeting

[Teleconference Location:](#)

17200 Sierra Highway  
Santa Clarita, CA 91351-1622

### Members Present:

**Collin Shneour**, President  
**Clarissa Zuo**, Executive Vice President  
**Jesse McClure**, Student Trustee  
**Sharika Shahid**, Executive Vice President of Activities  
**Stephanie Smith**, Officer of Equity  
**Erik Polanco**, Officer of Marketing and Information  
**Kimberly Lopez**, Vice President of Activities – Valencia

### Members Absent:

**Kaelani Keesee**, Social Student Involvement Coordinator – CCC  
**Chiao Chi**, Cultural Student Involvement Coordinator I- Valencia  
**Caitlin Herron**, Social Student Involvement Coordinator I

### Others Present:

**Kelly Dapp**, ASG Advisor  
**Robin Herndon**, ASG Technician  
**Lynn Suh**, ASG Advisor  
**Katherine Tovmasyan**, ASG Officer Applicant  
**Ellie Wingo**, ASG Officer Applicant  
**Joanna Kelly**, CCC Advisor  
**Nick Nyein**, Proxy for Social Student Involvement Coordinator – CCC

## 1. General Business:

### 1.1 Call to order/Welcome/ Recognition of Quorum

Officer **Collin Shneour** calls the Senate Meeting of the A.S.G. to order at 2:11 p.m. with quorum established and 7 ASG Officers present and a proxy, Nick for Kaelani Keesee.

### 1.2 Flag Salute/Trophy Cup:

Collin Shneour, President, leads us in the Flag Salute.

### **1.3 Announcements:**

Joanna explains that this is not a good start and communication improvement will be discussed at training. Want to avoid this happening during the semester especially with guests.

Lynn reminds officers and directors of the training next week from 10 until 2pm. Please remind each other of next week

Thank you for coming today and accountability will be focused on during spring

### **1.4 Approval of the ASG Senate Meeting of January 18, 2023**

**Motion:** *Sharika Shahid, Executive Vice President of Activities*

**Second:** *Stephanie Smith, Officer of Equity*

**Record of Board Vote...** 7-0-0 with chair voting

### **1.5 Open Forum:**

training next week only and it is mandatory and the bylaws has reason for dismissal if needed.

## **2. Consent Calendar:**

### **2.1 Approval of the ASG Senate Meeting Minutes from November 30, 2022**

### **2.2 Approval of Funds for CCC Supplies during Spring 2023/Summer 2023**

### **2.3 Fund Approval for Bulk Incentives**

**Motion:** *Sharika Shahid, Executive Vice President of Activities*

**Second:** *Erik Polanco, Officer of Marketing and Information*

**Record of Board Vote...** 7 -0-0 with chair voting aye

## **3. Regular Board Meeting Items:**

### **Motion to table 3.1**

**Motion:** *Sharika Shahid, Executive Vice President of Activities*

**Second:** *Stephanie Smith, Officer of Equity*

**Record of Board Vote.....**7-0-0

### **3.1 Discussion: Interviewing Katherine Tovmasyan**

**Motion:** *Sharika Shahid, Executive Vice President of Activities*

**Second:** *Kimberly Lopez, Vice President of Activities – Valencia*

**Background:** Katherine Tovmasyan has applied for the Public Affairs and Social Student Involvement Coordinator-Valencia position and will be interviewed by the current ASG Senate. Katherine has met all the criteria and standards set by ASG to move forward with this interview.

**Applicant:** Katherine

Available during quorum

Public Affairs position top choice

Other requirements for position are reviewed

### **3.2 Discussion: Interviewing Ellie Wingo**

**Motion:** *Sharika Shahid, Executive Vice President of Activities*

**Second:** *Stephanie Smith, Officer of Equity*

**Background:** Ellie Wingo has applied for the Vice President of Inter Club Council position and will be interviewed by the current ASG Senate. Ellie has met all the criteria and standards set by ASG to move forward with this interview.

**Applicant-** Ellie

Officers introduce themselves and role in ASG

Meetings are Wednesdays from 3:00 pm until 5:00 pm and applicant is available

Applicant meets availability for ICC meetings

Review of hours for office time

Certain positions would not be available next semester if holding an officer position in a club

**Motion to table 3.3**

**Motion:** *Stephanie Smith, Officer of Equity*

**Second:** *Erik Polanco, Officer of Marketing and Information*

**Record of Board Vote.....**7-0-0 with chair voting aye     **tabled**

### **3.3 Action: Appointment for the Public Affairs or Social Student Involvement-Valencia position**

**Motion:** *Kimberly Lopez, Vice President of Activities – Valencia*

**Second:** *Stephanie Smith, Officer of Equity*

**Background:** Katherine Tovmasyan has interviewed for the Public Affairs and Social Student Involvement-Valencia position. The Senate will discuss the candidate and decide on whether they'd like to appoint the candidate for either position. The selected candidate will start their role immediately if appointed.

The board agrees that Public Affairs would be the best position

**Recommendations:** ~~*Appoint selected candidate for the Public Affairs or Social Student Involvement-Valencia position to start their officer term immediately.*~~

**Record of Board Vote...** 6 -0-2 with chair and Stephanie Smith abstaining

### **3.4 Action: Appointment for the Vice President of Inter Club Council position**

**Motion:** *Kimberly Lopez, Vice President of Activities – Valencia*

**Second:** *Sharika Shahid, Executive Vice President of Activities*

**Background:** Ellie Wingo has interviewed for the Vice President of Inter Club Council position. The Senate will discuss the candidate and decide on whether they'd like to appoint the candidate for the position. The selected candidate will start their role immediately if appointed.

**Recommendations:** *Appoint selected candidate for the Vice President of Inter Club Council position to start their officer term immediately.*

**Record of Board Vote...** 7-0-0 with chair voting aye

### **3.5 Action: Approval of 2023 Annual Legislative Conference**

**Motion:** *Kimberly Lopez, Vice President of Activities – Valencia*

**Second:** *Sharika Shahid, Executive Vice President of Activities*

**Background:** In Winter 2023, the Associated Student Government President and Student Trustee will be traveling to the 2023 Annual Legislative Conference. The conference will be held at the Sheraton Grand Sacramento Hotel, Sacramento, California.

**Cost:**

Hotel: 2 rooms 5 nights \$2,000

Registration for 2: \$1,600

Flights for 2: \$1,000

Parking: \$160

Meals: \$220

Taxi/Uber: \$50

**TOTAL:** \$5,030.00

Previously decided not to attend until attending the past conference

This is the reason for the item

Student trustee and President attend each year along with the rest of the Advocacy team at the College of the Canyons

***Clarissa Zuo, Executive Vice President arrives at 3:00 pm***

Some discussion items will be done with legislatures in Sacramento and connect as students and advocate

Jesse is proposing a bill and sponsoring the bill potentially

This bill along with other goals in connecting with the district representative

Bill relates with partisan and non-partisan

Looking for a bipartisan way to force those registering people to vote to remain bipartisan

Explanation of travel arrangements

**Recommendations:** *Move to approve \$5,030 from the Student Rep Fee account 72-65220-00-696000-3000 for Collin Shneour and Jesse McClure to attend the 2023 Annual Legislative Conference.*

**Record of Board Vote...** *10-0-0 with chair voting aye and Clarissa now present and Ellie Wingo and Kristine Tovmasyan now voting members*

### **3.6 Action: Candidate Forums Funding**

**Motion:** *Stephanie Smith, Officer of Equity*

**Second:** *Kimberly Lopez, Vice President of Activities – Valencia*

**Background:** Approval is needed to reimburse Patty Robinson in the amount of \$1357.10 for the three candidate forums held in November, 2022. The funds were used for cookies, water, and coffee for all guests including the candidates.

***Katherine Tovmasyan, Public Affairs Officer, leaves at 3:08 pm***

The cost is reimbursement for supplies such as food purchased for the events

Receipts would need to be submitted prior to being reimbursed for the cost

**Recommendations:** *Approve funds of \$1357.10 from Social Activities #.001.9813 for the Candidate Forums from November 2022.*

**Record of Board Vote...** *7 -0-2 with chair and Nick Nyein, Proxy for Social Student Involvement Coordinator – CCC abstaining and Katherine not present*

### **3.7 Action: Fund Approval for ASG Training**

**Motion:** *Kimberly Lopez, Vice President of Activities – Valencia*

**Second:** *Stephanie Smith, Officer of Equity*

**Background:** ASG Training in preparation for the Spring 2023 Semester will be happening on January 25, 2023. Lunch, snacks, and drinks will be provided for the officers, directors, and advisors present.

**COST:** no more than \$750

Lynn is passing around a sign-up sheet for coffee kiosk

Lunch will be ordered from Jersey Mikes during the training

Email with any dietary restrictions by Friday so please respond

Joanna is making a Costco trip to purchase additional snacks

**Recommendations:** *Approve funds of up to \$750 from ASG Retreats and Conferences #.001.9350 to purchase lunch, snacks, and drinks for ASG Training*

**Record of Board Vote...** *9-0-0 with chair voting aye*

### **3.8 Action: Fund Approval for Multicultural Day**

**Motion:** *Kimberly Lopez, Vice President of Activities – Valencia*

**Second:** *Erik Polanco, Officer of Marketing and Information*

**Background:** Multicultural Day will be happening in the Spring Semester. This agenda item is to get some funding pre-approved as a reserve so that items can be purchased from Costco or Office Depot when an advisor notices something that could be added to the goodie bag.

**COST:** no more than \$500

Initial fund approval in the event that when shopping, something may be found

Due to the event being a part of Legacy, fund approval does not need to first go through Activity Board

During different times of the year, Costco has different types of cultural snacks

**Recommendations:** Approve funds of up to \$500 from Multicultural #.001.9225 to purchase supplies to place into goodie bags.

**Record of Board Vote...** 9 -0-0 with chair voting aye

### **3.9 Action: Approval of Funds – Additional Computer & Jabra Speakers**

**Motion:** Stephanie Smith, Officer of Equity

**Second:** Sharika Shahid, Executive Vice President of Activities

**Background:** At the end of the fall semester, ASG approved funds to upgrade several computers and printers. Additional funds are needed to purchase another staff computer to replace Lynn's outdated computer. In addition to Lynn's computer, 2 Jabra speakers will need to be purchased so that ASG may continue to have their meetings accessible through Zoom in HSLH-137.

The breakdown of estimated costs is as follows:

- 1 Dell Computer: \$903.00
- 2 Jabra Speakers: \$511.12
- Tax: \$134.35

**Total Cost:** \$1548.47

Cost: Not to exceed \$1650.00

Every 5 years, technology is replaced

When the fund approval was done earlier in the year, Lynn's equipment was on hold until returning

Jabra Speakers will be purchased to accommodate the room in Hasley Hall's new meeting room location

This will allow zoom capabilities during the meetings in Hasley Hall's meeting room 137

**Recommendations:** Move to approve up to \$1650.00 from the New Equipment account #001.9304 for the purchase of an additional computer and Jabra speakers.

**Record of Board Vote...** 9 -0-0 with chair voting aye

### **3.10 Action: Fund Approval for Spring 2023 CougarFest Incentives**

**Motion:** Erik Polanco, Officer of Marketing and Information

**Second:** Kimberly Lopez, Vice President of Activities – Valencia

**Background:** CougarFest draws in a lot of attention and incentives always help with participation to get students connected to resources and clubs/alliances. We need a budget approved to provide incentives for the event.

**Incentives:** 24 Jersey Mike's Subs by the Box (\$79 each) = \$1,896 (Each Subs by the Box contains 12 sandwiches; 15 boxes for VAL [180 sandwiches], 9 boxes for CCC [108 sandwiches])

**COST:** no more than \$2,000

This is the incentive for this year's event at both campuses along with other incentives  
Movie tickets and the tote bags will also be used based on the number of tables to visit  
will be outlined

Tote bags have been ordered

Movie tickets will be taken from another account that approval is not needed

Wanted to offer an option for those who may not have enough time to visit many tables

**Motion to amend recommendation to include up to \$1,200 from 001.9813 social activities**

**Motion:** Collin Shneour, President

**Second:** Sharika Shahid, Executive Vice President of Activities

**Record of Board Vote.....9-0-0 with chair voting aye**

**Recommendations:** Approve funds of up to \$800 from CCC Social & Cultural #001.9805 and  
\$1,200 from Cultural Events #001.9508, to purchase incentives for CougarFest

**Record of Board Vote... 9 -0-0 with chair voting aye**

### **3.11 Action: Fund Approval for Spring 2023 CougarFest Tables and Chairs**

**Motion:** Stephanie Smith, Officer of Equity

**Second:** Sharika Shahid, Executive Vice President of Activities

**Background:** The Civic Center does not have enough tables and chairs for CougarFest, so we  
will have to rent more for both Valencia and Canyon Country. We may also have to rent  
other equipment, such as EZ ups.

**COST:** no more than \$700

Equipment rentals from AV Party Rentals

Discussion of purchasing the chairs but storage is the issue currently

**Recommendations:** Approve funds of up to \$700 from Clubs and Organizations #001.9203  
to rent tables, chairs, and other equipment for CougarFest.

**Record of Board Vote... 9 -0-0 with chair voting aye**

## **4. Reports (Reports are limited to 5 minutes)**

### **4.1 Officers Reports**

#### **4.1.1 Director Reports-**

4.1.2 Executive Vice President of Activities- **Sharika Shahid** – Happy to see everyone

4.1.3 Vice President of Activities—Valencia – **Kimberly Lopez** – Happy to see you and  
next week for training

4.1.4 Vice President of Activities—Canyon Country (**Vacant**)

4.1.5 Social Student Involvement Coordinator I—Valencia- **Caitlin Herron**-absent

4.1.6 Social Student Involvement Coordinator II—Valencia (**Vacant**)

4.1.7 Social Student Involvement Coordinator— Canyon Country **-Kaelani Keese-**  
absent

4.1.8 Cultural Student Involvement Coordinator I – Valencia – **Chiao Chi**-absent

- 4.1.9 Cultural Student Involvement Coordinator II—Valencia – **(Vacant)**
- 4.1.10 Cultural Student Involvement Coordinator— Canyon Country **(Vacant)**
- 4.1.11 Public Affairs Officer –**Katherine Tovmasyan**- **absent**
- 4.1.12 Vice President of Inter Club Council- **Ellie Wingo**- none
- 4.1.13 Officer of Equity- **Stephanie Smith**-Missed everyone and happy to be here
- 4.1.14 Officer of Marketing and Information- **Erik Polanco**- more for Paw Print
- 4.1.15 Executive Liaison Officer- **(Vacant)**
- 4.1.16 Student Trustee- **Jesse McClure**- Coordinating with Collin to help out with sitting in during board meetings during the spring. Bill proposed nonpartisan voter registration bill requires certain criteria for those registering voters. A summary of the bill is elaborated on. Implications are none for free speech and remaining nonpartisan with registering voters on campus. Prevent predatory acts to happen during voters being registered to vote for any partisan issues. Rules are unenforceable and this will alleviate the current issue as there are no appropriate repercussions. Prevent any altercations of any registration forms and will protect student's ability to vote. Only affects voter registration with proposed bill.
- 4.1.17 Executive Vice President – **Clarissa Zuo**- missed everyone
- 4.1.18 President- **Collin Shneour** – happy to see everyone and happy Lynn is back for spring. Do best to represent
- 4.1.19 ASG Technician- **Robin Herndon** – Thank you to Stephanie for signing PA
- 4.1.20 Advisor – **Joanna Kelly**- Welcome back and hope everything is going well. Welcome two new officers to the team and you will get to know everyone next week and thank you Nick!
- 4.1.21 Advisor – **Lynn Suh**-Training next week from 10am until 2pm on Wednesday. Please respond to Lynn's reminder email. Please text each other tell them there is coffee kiosk at the training. Please remind Lynn if you have already given reason why you cannot attend next week. Location is Valencia campus.
- 4.1.22 Lead Advisor- **Kelly Dapp**- Yesterday the monitors were replaced in the ASG office. Jabra speakers will be ordered tomorrow. Once the room is ready to go, the meeting will take place in the Hasley Hall. Flavio would like to connect to collaborate on event during black history month. The other big thing happening is the layout for the Student Center remodel. Next week will meet again and Collin is invited as well. There will most likely be a third meeting to go over the changes. Campus Life and ASG is moving down to the area near the ASG computer lab and the food court is going where the Campus Life is now. Met to go over the furniture in the CCC new location.

#### **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 (CT)
- 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 -1-19-23 at 3pm and Erik is able to attend in Jesse's absence. New vendor coming in during the spring semester.**
- 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
- 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 and Election Committee-

**Independent Oversight-** Reviewed audit of building expenses and Stephanie attended. This is the committee that funds from taxpayers must first go through.

**Board of trustees-** Concerns brought up during board meeting with cost saving ideas that were not taken in well

**Any Concerns moving forward may be brought back to board initially before bringing back to the meeting.**

## 5. Closing Forum

Appreciate everyone going to district committees.

Speaking up is one of ASG's job but should first discuss as a board

6. Announcement of the Next Meeting- February 8, 2023

7. Adjournment (3:50p.m.)

**Motion:** Kimberly Lopez, Vice President of Activities – Valencia

**Second:** Sharika Shahid, Executive Vice President of Activities

**Record of Board Vote:** .... 9-0-0 with chair voting Aye