

Associated Student Government

Minutes

Wednesday, November 15, 2023

1:30 p.m. Hasley Hall 137

Senate Meeting

[Teleconference Location:](#)

17200 Sierra Highway
Santa Clarita, CA 91351-1622

Members Present:

Christopher Bordbar, President
Caitlin Herron, Executive Vice President
Kristian Mengistu, Executive Vice President of Activities
Sanjana Sudhir, Executive Liaison Officer
Harrison Kim, Officer of Marketing and Information
Ellie Wingo, Vice President of Inter Club Council
Stephanie Ofilada, Public Affairs Officer
Yu Wu, Cultural Student Involvement Coordinator 1
Erik Polanco, Cultural Student Involvement Coordinator 2
Jesus Martinez Desantiago, Social Student Involvement Coordinator-CCC
Jiahong (Johnson) Sun, Social Student Involvement Coordinator I
Cody Imperial-Pham, Social Student Involvement Coordinator 2

Members Absent:

Lijuan (Judy) Zhu, Vice President of Activities – Valencia
Hestia Sartika, Student Trustee

Others Present:

Kelly Dapp, ASG Advisor
Robin Herndon, ASG Technician
Lynn Suh, ASG Advisor
Joanna Kelly, CCC Advisor

1. General Business:

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

Kristian Mengistu, Executive Vice President of Activities, calls the Senate Meeting of the A.S.G. to order at 1:30 p.m. with quorum established and 10 ASG Officers present.

1.2 **Flag Salute/Trophy Cup:**

Sanjana Sudhir, Executive Liaison Officer, leads us in the flag salute.

Sanjana Sudhir, Executive Liaison Officer Passes the trophy cup to *Ellie Wingo*, Vice President of Inter Club Council.

1.3 Announcements: none

1.4 Approval of the ASG Senate Meeting of November 15, 2023

Motion: *Ellie Wingo, Vice President of Inter Club Council*

Second: *Sanjana Sudhir, Executive Liaison Officer*

Record of Board Vote... 10 -0-0 with chair voting

Caitlin Herron, Executive Vice President, arrives at 1:31pm

1.5 Open Forum: None

2. Consent Calendar:

2.1 Approval of the ASG Senate Meeting Minutes from November 8, 2023

Motion: *Ellie Wingo, Vice President of Inter Club Council*

Second: *Sanjana Sudhir, Executive Liaison Officer*

Record of Board Vote... 11-0-0 with chair voting aye and Officer Herron now present

Christopher Bordbar, President, arrives at 1:32pm and now is chair.

3. Regular Board Meeting Items:

3.1 Action: Approval of Funds – Clubs and Organizations Handbook Committee

Motion: *Ellie Wingo, Vice President of Inter Club Council*

Second: *Stephanie Ofilada, Public Affairs Officer*

Background: The Clubs and Organizations Handbook is in need of updating. Lynn would like to involve more club representatives in making these updates to ensure that student feedback is provided in the process. Clubs can receive up to \$50 dollars in their club accounts through active participation. Lynn is looking for 5 – 6 committee members.

COST: Not to exceed \$300

Recommendations: *Move to approve up to \$300 from Clubs and Organizations account #001.9203 to provide incentives for clubs to participate in Clubs and Organizations Handbook Committee*

Record of Board Vote... 12 -0-0 with chair voting aye and Officer Bordbar now present

3.2 Discussion: Reinstating ASG Office Key Access

Motion: *Caitlin Herron, Executive Vice President*

Second: *Erik Polanco, Cultural Student Involvement Coordinator 2*

Background: ASG members are curious about the possibility of reintroducing key access to the office, resembling the setup during the 2022-2023 Senate year before construction disruptions arrived. Currently, with construction concerns dissipating, we would like to

explore the possibility of reinstating key-based office access and would like to hear more from ASG advisors.

Last year, keys were assigned but with construction upcoming did not assign this semester.

When the office is unlocked, random people come in frequently.

Construction is postponed, however, moving to temporary locations may begin sooner.

Would like to hold off until the timeline is given for moving to temporary location.

ASG check-in process will be reviewed by advisors, if office keys were assigned.

Accounting for hours also would need to be discussed if keys were assigned.

Students open the door, walk in, then walk back out at times.

Kelly will check with Jasmine to see when moving will take place.

A conversation will take place if moving is postponed.

Check-in and check-out last year did not go as smooth in terms of the process as some were not filling out the sheet.

This made it more difficult to keep track and some weeks would go by last semester without officers checking in accurately.

The honor system is technically taking place currently with a better record this semester with checking in at the front counter.

The sign-in sheet is placed at the front for easy access when checking in.

3.3 Action: Approval – 1st Reading of Spring 2024 Election Code

Motion: Ellie Wingo, Vice President of Inter Club Council

Second: Erik Polanco, Cultural Student Involvement Coordinator 2

Background: The ASG Election Committee has prepared the Spring 2024 Election Code for the 1st reading. The Senate will review the Election Code and provide feedback for edits if needed.

Reviewing section by section- Section 1 is general information and election dates are included.

Section 2 is Candidacy with a new requirement for number 4 (see document).

Application window is shorter this year with a 3 weeks duration.

Write-in candidate discussion whether to keep this type of candidate.

Write-in candidate is not on the official ballot but must follow the same requirements.

The difference between the two is the write-in candidate did not submit an application.

An example of Write-in candidate is given and seldomly sees these types.

Dates and times will be ready by the second reading.

Write-in candidates are typically what is offered through ASG Elections.

At times, the ASG board all leaves at the same time and there are no returning candidates.

Requirement would not necessary as the turn-over rate at the college is very fast.

Not necessary to have prior experience to apply for specific positions.

Sampling Santa Monica Colleges Election Code and was one of the requirements for a couple of their ASG positions.

Current ASG President is doing a wonderful job as President but concern that this may not be the case for future ASG Elections.

Want to ensure everything will run smoothly.

Expectations, rather than requirements are suggested to be part of the onboarding process.

Language is included to highly recommend meeting with the current ASG officers for the incoming board.

Willing to allow leadership experience through another school and may be best to reword this section.

Qualifications for President is discussed in previous experience requirements.

This could be expanded upon during the orientation.

The experience is intended for previous officer experience, rather than director.

How would the previous experience be proven?

Open to hearing different ideas in terms of leadership experience.

Will consider the suggestions for the 2nd reading of the Election Code.

Anyone interested in applying for the President would do their own research, which is another reason that justifies the requirements.

The ASG roles may have more emphasis during the orientation but would prefer to require experience within ASG.

Discussion of the previous year and responsibilities of the campaign manager.

Removing the restrictions for posting on social media is one point and Canvasser name has been changed.

The issue last year was the rules on what was not allowed were not clear.

Endorsement could be done by the campaign manager or canvasser previously.

A Campaign guideline is also being created to help guide the candidates.

Candidates are not allowed to slander candidates and would be in violation of the election code.

Would be easier to campaign if this rule is removed for number 4.

Should the officers be allowed to endorse a candidate during elections?

Will keep number 5 for Section 2.

Section 3 Campaign- number 3 under Section C was added and assists with keeping things fair during the election.

If the majority is running for office, will not meet quorum.

Abstain would be a “no” over a “yes” in the event that the nays are the same number as the yes’.

Discussion for ASG Elections must take place at an ASG Election event.

Campaign material review has been added this year to this section.

Public Affairs previously would watch the social media but this year will have the campaign managers oversee this.

Not allowing post for campaigns on personal accounts but may create a TikTok or make an appointment to use the ASG TikTok account.

Facebook and Instagram are the Social Media platforms candidates are permitted to use.

An additional TikTok video is discussed to have a maximum of three videos with a 30 seconds maximum time-limit.

Previously, if candidate did not have an account, would not do individual posts.

Also, candidates have the option to make a video to post on the social media for the college.

Adding \$100 after the \$200 under number 5 of this section.

Clarification on where the donation would come from, which would come from personal funds (Keep the cap in mind).

Number 10 is to not allow flyers to be left on tables and to post on the permitted posting locations only.

The flyers that must be approved would be permitted for the approved posting boards on campus.

Other items may include buttons and candy but to keep Campus Life informed of materials used to campaign.

Add a cap to the number of flyers to be approved.

The number in Campus life for posting approval has been reduced from 20 to 12 flyers.

Those with ideas should write down these ideas to connect with the election committee prior to the second reading.

Section 4 added section on reporting misconduct/violation.

If a complain is given candidate must respond within 72 hours or disqualified as well as after the 3rd complaint.

An appeal may be submitted which would make violation nullified.

Clarification on the timeframe per violation is given.

Each violation will require a response within 72 hours and after third violation, may appeal within 72 hours.

Section 6 is dates and deadlines.

If anything on the Election Code is not clear, please inform the Election Committee.

Monday at 11:59pm is when items are due for the ASG Senate meeting on November 29, 2023.

Candidacy Requirements for President will be discussed (limited to 5 minutes).

Directors excluded because they do not have a full understanding of what ASG does and the topics discussed at the meeting.

The position should be restricted to prior officer experience only.

Limited group of people and many more potential people would not be involved with these restrictions.

To emphasis school involvement, previous leadership experience should also be acceptable.

Leadership experience should be considered and may also include previous ASG experience or a recommendation letter in lieu of.

Previous officer may nominate a candidate for President.

President should play some type of role.

ASB would be a good previous experience and experience with holding an officer position is good as they would see the roles of the President during term.

Vice President would assume the President's position if position becomes vacant.

Letter of Recommendation is a good idea and should not limit to ASB but any leadership experience.

Candidate requirements are discussed as to being disqualified for not fulfilling requirements.

Verification could include following up with the individual that wrote the Letter of Recommendation.

Suggestion is to have the President talk to the Election Committee.

Suggests for the second reading, a few options should be given and may be voted on at that time.

For the next meeting, may present the different options to vote on for the second reading.

Recommendations: Move to approve 1st reading of Spring 2024 Election Code

Record of Board Vote... 12 -0-0 with chair voting aye

3.4 Action: Approval of Constitution Changes 1st Reading

Motion: Kristian Mengistu, Executive Vice President of Activities

Second: Caitlin Herron, Executive Vice President

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 Senate will now review the changes made in the ASG Constitution to reflect the discussions from last week.

COST: N/A

Eliminate the VP at both campuses and Coordinators at both campuses.

Combining the Officer of Marketing with the Public Affairs officer position.

See document for changes to take effect for the 2024/2025 year.

Executive VP of Activities would lead a team at both Valencia and Canyon Country campuses.

Time commitments for those who have been removed would fall in line with a director more than officer time commitments.

A production team would be created as well as a social media team.

Another team would be created for the Paw Print.

Activity team clarification as to why a team is created versus an individual.

May work independently but would be a part of one team or another to ensure events are occurring at both campuses.

Coordinators would be 3 to 4 positions perhaps and would fall under a director position.

This will reduce the number of officers from 17 to 8.

Looking at the director positions being obsolete and unfilled to fit the new officers.

Assistant to an Executive Board member would also be created for the new Executive positions.

Would give these positions additional responsibilities than the responsibilities currently.

Recommendations: *Move to approve 1st reading of ASG Constitution.*

Record of Board Vote... *12 -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- **Kristian Mengistu** -Activity Board is next and the week after thanksgiving is Judy's event.

4.1.3 Vice President of Activities—Valencia – **Lijuan Zhu** - absent

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

4.1.5 Social Student Involvement Coordinator I—Valencia- **Jiahong Sun**-nothing

- 4.1.6 Social Student Involvement Coordinator II—Valencia – **Cody Imperial-Pham**-nothing
- 4.1.7 Social Student Involvement Coordinator— Canyon Country – **Jesus Martinez Desantiago**-nothing
- 4.1.8 Cultural Student Involvement Coordinator I – Valencia – **Yu Wu**-nothing
- 4.1.9 Cultural Student Involvement Coordinator II—Valencia – **Erik Polanco**-nothing
- 4.1.10 Cultural Student Involvement Coordinator— Canyon Country (**Vacant**)
- 4.1.11 Public Affairs Officer –**Stephanie Ofilada**-nothing
- 4.1.12 Vice President of Inter Club Council- **Ellie Wingo**-attended the business conference over the weekend and Chris received first place.
- 4.1.13 Officer of Equity- (**Vacant**)
- 4.1.14 Officer of Marketing and Information- **Harrison Kim**-nothing
- 4.1.15 Executive Liaison Officer- **Sanjana Sudhir**- attended the training on Friday and nice to meet some of the board a little better and discussed concerns during training.
- 4.1.16 Student Trustee- **Hestia Sartika** -absent
- 4.1.17 Executive Vice President – **Caitlin Herron**- nothing
- 4.1.18 President- **Christopher Bordbar** – Goldberg discussion with expanding and will be sending out the priorities for the ASG budget.
- 4.1.19 ASG Technician- **Robin Herndon** – nothing
- 4.1.20 Advisor – **Joanna Kelly**- movie night this Friday at 7pm CCC. No office hours will take place next Thursday and Friday. Good luck with transfer applications.
- 4.1.21 Advisor- **Lynn Suh**-tomorrow Student Services closed until 1pm and if you have office hours during this time, Lynn will give two different numbers to contact for access to the ASG office. The sign-in sheet will be in the office while Student Services are closed tomorrow. CCC will open at 2pm tomorrow.
- 4.1.22 Lead Advisor- **Kelly Dapp**- Trip for SSCCC is on and good to go. Funds are taken from Student Rep fee so another report is needed within a week of returning. Invitation from Dr. Ruys for a workshop that will review the Brown Act and is a closed meeting. Next Wednesday the 29th is the date and RSVP by Monday. Last meeting will be in two weeks and the Executive Cabinet meeting will follow the last meeting. Forward ideas to Chris for the Executive Cabinet meeting. Keep the lights on and maintain professionalism while in the ASG office. ASG officers had to go into the Conference Room to turn on lights which is not okay for the future.

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
- 4.2.22 Grade Review
- 4.2.23 Honors Advisory Committee
- 4.2.24 **Institutional Effectiveness & Inclusive Excellence (IE2)- Recap on last meeting and finding weaker areas to make stronger.**
- 4.2.25 Measure E & M
- 4.2.26 **President’s Advisory Council – Finalizing the budget and instructional equipment update during meeting.**
- 4.2.27 **Program Viability- Presentation for starting an Ethnic Studies Department. For the upcoming year, all students will have to take at least 3 units.**
- 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- Sending out google form tonight to be done by next Tuesday.**
- 4.3.2 **ASG Recruitment and Election Committee- Inform them if you want something specific in the election code and meeting next Wednesday morning. Formal name should be Elections Committee and Election Code.**

4.4 Ad-Hoc Committees

- 4.4.1 Legacy Project Ad-Hoc Committee

5. Closing Forum: none
6. Announcement of the Next Meeting- November 29, 2023
7. Adjournment (2:51p.m.)

Motion: Kristian Mengistu, Executive Vice President of Activities

Second: Erik Polanco, Cultural Student Involvement Coordinator 2

Record of Board Vote: 12-0-0 with chair voting Aye