

Associated Student Government

Minutes

Wednesday, February 14, 2024

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
Hestia Sartika, Student Trustee
Moussa Haj Ghaban, Officer of Equity
Harrison Kim, Officer of Marketing and Information
Ellie Wingo, Vice President of Inter Club Council
Stephanie Ofilada, Public Affairs Officer
Lijuan (Judy) Zhu, Vice President of Activities – Valencia
Pin-An (Aaron) Lin, Cultural Student Involvement Coordinator 1- Valencia
Sara Wali, Social Student Involvement Coordinator 1 – Valencia
Jesus Martinez Desantiago, Social Student Involvement Coordinator-CCC

Members Absent:

Sanjana Sudhir, Executive Liaison Officer

Others Present:

Kelly Dapp, ASG Advisor
Melinda Ursetta, ASG Technician
Robin Herndon, ASG Technician
Lynn Suh, ASG Advisor
Joanna Kelly, CCC Advisor
Hasvita Obulapuram, Proxy for Executive Liaison Officer
Jasmine Ruys, Assistant Superintendent/ Vice President Student Services

1. General Business:

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

ASG President, **Christopher Bordbar** 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:**

Christopher Bordbar, President leads us with the Flag Salute

1.3 Announcements: proxy introduces herself and position in ASG

1.4 Approval of the ASG Senate Meeting of February 14, 2024

Motion: *Jesus Martinez Desantiago, Social Student Involvement Coordinator-CCC*

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

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

1.5 Open Forum:

Melinda is here to let board know of upcoming event to put on the Calendar for next Wednesday to have approved by BOT 4-5 through the 4-7 for conference

Officer Moussa Haj Ghaban, Officer of Equity, arrives at 1:33 pm

If you confirm attendance and do not go, you will be charged the fee for attendance.

Discover Day is coming up on 4-20-24 and the entire community is invited and will be held from 9am until 1pm. Free Habit will be given to all attendees during the event. ASG officers will be great to have you all join us and may bring out lawn games to make it fun for attendees. In the past, a sticky wall was used and staff are viewed as parents whereas the officers are looked at as their peers.

2. Consent Calendar:

2.1 Approval of the ASG Senate Meeting Minutes from February 7, 2024

2.2 Approval of Funds for CCC Supplies during Spring 2024/Summer 2024

Motion: *Jesus Martinez Desantiago, Social Student Involvement Coordinator-CCC*

Second: *Stephanie Ofilada, Public Affairs Officer*

Record of Board Vote... 11 -0-0 with chair voting aye

3. Regular Board Meeting Items:

3.1 Action: Approval – Student Conduct Policies

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

Second: *Jesus Martinez Desantiago, Social Student Involvement Coordinator-CCC*

Background: On February 7th, 2024, the ASG Senate reviewed and discussed the updated student conduct policies (AP 5520, AP 5530, & BP 5500). The ASG Senate will now vote on approving the student conduct policies.

COST: N/A

Recommendations: *Move to approve the updated student conduct policies: AP 5520, AP 5530, & BP 5500.*

Record of Board Vote... 11 -0-0 with chair voting aye and officer Haj Ghaban now present.

3.2 Action: Approval – 3rd/Final Reading of Spring 2024 Election Code

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

Second: *Stephanie Ofilada, Public Affairs Officer*

Background: The ASG Election Committee has prepared the third and final reading of the Spring 2024 Election Code. This reading includes updates reflecting the ASG Constitution Changes (votes collected from 9am, February 5, 2024, to 1pm, February 9, 2024).

COST: N/A

Some of the titles were changed and is reflected in the 3rd reading.

Added submission of letter of recommendation for President, Executive VP and Student Trustee.

Finalized the times and location for the Candidate Information Sessions with two at CCC.

Officer Hestia Sartika, Student Trustee arrives at 1:39 pm

Added the information that will be discussed during this session and must get approval during this session.

Added members of the election committee.

Included a table for candidates to see upcoming dates

Recommendations: Move to approve the third and final reading of the Spring 2024 Election Code

Record of Board Vote... 12 -0-0 with chair voting aye with officer Sartika now present

3.3 Action: Providing the ASG Kitchen with a Kettle

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

Second: *Stephanie Ofilada, Public Affairs Officer*

Background: Given the upcoming construction of the Student Services Center, which will temporarily disrupt late-night hot water accessibility for an extended period of 4-5 years, acquiring a hot water kettle for the ASG office becomes crucial. This investment is essential not only to bolster the well-being and productivity of ASG student leaders, who diligently work until 6 pm, beyond the closing times of both the Basic Needs Resource Center at 5 PM and the campus cafe at 3 pm, but also to potentially provide a vital resource for night students in need of hot water for their meals. The inclusion of a hot water kettle in the ASG office will fill the service gap during the construction phase, ensuring that no student goes hungry and that everyone has the necessary support to excel academically while maintaining their well-being. This initiative underscores our dedication to student success, equity, and inclusivity by acknowledging and addressing the immediate needs of our student body amid evolving campus infrastructures.

[Kettle](#)

COST:

\$38.60 (Item (MegaChef 99596270M), delivery & estimated tax).

Purchasing 2 kettles for CCC and VAL (if needed) **\$57.31** (Item (MegaChef 99596270M), free delivery & estimated tax).

Cost includes two kettles along with the delivery.

Account under the recommendations is the supplies account.

Discussion on the frequency of it being used.

The kettle is intended for all students to use.

The kitchen would not be accessible after the office closes at 6:00 pm.

ASG will be housed within the same office as Campus Life when temporarily moved for the construction of the Student Center.

Microwave may be used that is in the poster making room.

Cafeteria closes at 4:00 pm and the BaNC closes at 5:00 pm.

Construction is slated to begin over the summer.

Discussion of where the kettle would be stored as there is no eating allowed in the ASG office.

Liability with the kettle being left on overnight.

Two is not needed and discussion of the uses for the kettle.

Coffee and Raman would be the items for its use.

Recommendations: Approve up to \$70 from account number 001.9303.

Record of Board Vote... 0-10-2 with Caitlin Hestia abstaining [FAILS]

3.4 Action: Approval – 2nd Reading of MOU Parking Agreement

Motion: Ellie Wingo, Vice President of Inter Club Council

Second: Lijuan (Judy) Zhu, Vice President of Activities – Valencia

Background: This is the second reading for the Memorandum of Understanding (MOU) as a formal agreement between the Santa Clarita Community College District and the Associated Student Government (ASG). Recognizing the substantial responsibilities and on-campus commitments of ASG officers, the MOU grants them free parking privileges in the staff or student lot for easy access and transportation of supplies to facilitate their duties. The intent is to support their roles, which include extended campus hours, organizing events, attending district committees, and collaborating on campus initiatives. The parking passes, distributed by the Community College District of Santa Clarita, ensure that these student leaders can efficiently perform their duties without the added burden of parking fees. This MOU remains in effect indefinitely if the ASG is active.

----- MOU BEGINS -----

Resolution Authorizing Agreement of Memorandum of Understanding (MOU) Between the

Santa Clarita Community College District and Associated Student Government for Free Parking Due to Their Responsibilities and Campus Involvement

WHEREAS, the Santa Clarita Community College District acknowledges the significant responsibilities undertaken by the members of the Associated Student Government (“ASG”);

and,

WHEREAS, ASG members are required to be on campus for a minimum of 8 hours per week, fulfilling their varied roles and duties; and,

WHEREAS, ASG members actively participate in attending district committees, ensuring student representation and voice; and,

WHEREAS, ASG members play a pivotal role in organizing campus events, during which they often have to transport and drag supplies from their vehicles, necessitating proximity to parking; and,

WHEREAS, ASG members are also entrusted with the duty of conducting meetings, coordinating with various departments, and spearheading collaborative efforts to enhance campus initiatives; and,

WHEREAS, recognizing the importance of ASG members' roles and in support of their efforts to improve the campus community by providing them with free parking privileges in Staff Lot 2 (VAL) or any Student Lot (VAL and CCC) for Winter, Spring, Summer and Fall semester, to facilitate their duties; and,

WHEREAS, the Santa Clarita Community College District seeks to formalize its commitment to support the ASG through a Memorandum of Understanding (“MOU”) which grants free parking to ASG members; and,

WHEREAS, this MOU, signifying the provision of free parking passes distributed by the Santa Clarita Community College District, will remain in effect indefinitely as long as the Associated Student Government remains an active entity at the College; and,

WHEREAS, the Administration recommends the establishment of the MOU between the Santa

Clarita Community College District and Associated Student Government;

NOW, THEREFORE, BE IT RESOLVED that the Santa Clarita Community College District authorize the formulation and agreement of the Memorandum of Understanding between College of the Canyons and Associated Student Government senate members to provide free parking privileges.

BE IT FURTHER RESOLVED that the Santa Clarita Community College District take all

necessary measures to ensure the seamless distribution of parking passes to the Associated Student Government senate members and effectuate the terms of this resolution.

----- MOU ENDS -----

Recommendations: Move to approve 2nd Reading of the MOU Parking Agreement

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- (***Vacant***)

4.1.3 Vice President of Activities—Valencia – **Lijuan Zhu** - no

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

4.1.5 Social Student Involvement Coordinator I—Valencia- **Sara Wali**-hosting an event soon and has a few ideas such as a welcoming back to COC for the spring. Make your own soda with different syrups. Snow cone event is also an idea.

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

4.1.7 Social Student Involvement Coordinator— Canyon Country – **Jesus Martinez Desantiago**-no

4.1.8 Cultural Student Involvement Coordinator I – Valencia – **Pin-An Lin**-no

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 –**Stephanie Ofilada**-no

4.1.12 Vice President of Inter Club Council- **Ellie Wingo**-no

4.1.13 Officer of Equity- **Moussa Hajghaban**-no

4.1.14 Officer of Marketing and Information- **Harrison Kim**-no

4.1.15 Executive Liaison Officer- **Sanjana Sudhir**- planning women event on march 4th similar to last years event and help is appreciated.

4.1.16 Student Trustee- **Hestia Sartika** – Gives all a valentine’s present.

4.1.17 Executive Vice President – **Caitlin Herron**- Happy valentine’s day and gives all a valentine’s present.

4.1.18 President- **Christopher Bordbar** – Alumni event and Kelly gave him a list of some ASG alumni to invite to event. Hestia and himself met with the BaNC and they asked for help donating. If you are interested in learning more, may work with the BaNC to receive some trainings.

4.1.19 ASG Technician- **Robin Herndon** – Thank you Stephanie for helping with student.

4.1.20 Advisor – **Joanna Kelly**- Thank you for your help with CougarFest. Voting for the mascot name is still going and open to all students and staff. Will close Friday at 12pm and will put the ink for voting in the notes of the meeting. Friday and Monday are holidays and if office hours fall on holiday, the office hours do not need to be made up.

4.1.21 Advisor- **Lynn Suh**- looking at articles 1 through 4 of the ASG Bylaws. Will see this again during the Senate meeting for the first reading. This will be reviewed

during the Executive Board meeting today. Aaron has not had a chance to check out the ASG office. If anyone would like to introduce him to space after meeting, that would be great.

- 4.1.22 Lead Advisor- **Kelly Dapp**- Contacted by Patty Robinson and Jesse McClure, former Student Trustee, and looking for some people for Engage the Vote Program. Stephanie and Harrison were recommended to assist with this project. Hestia and Chris will also be discussing the voting events

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- Meeting today after the meeting and updated their website. Please let Ellie know if anything should be discussed**
- 4.2.24 **Institutional Effectiveness & Inclusive Excellence (IE2) Hestia attended this meeting and reviewed the surveys that were conducted last year. Some questions that did not get included so they are going to conduct another survey and may involve ASG and Dr. Ruys will be in communication with Kelly.**
- 4.2.25 Measure E & M
- 4.2.26 **President's Advisory Council – attended were the budget parameters were discussed and approved the document and reviewed the guidelines and presenting to BOT for approval**
- 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-** meeting next week to discuss the grant process, discuss the ASG computer lab, active MOU's that expire in 2026 and some staff will be present during the meeting
- 4.3.2 **ASG Recruitment and Election Committee-** meeting next Wednesday at 4pm and approved the elections reading.

4.4 Ad-Hoc Committees

- 4.4.1 Legacy Project Ad-Hoc Committee -planning the event and hoping to hold it prior to the Alumni Hall of Fame. Start time may be 2 to 3:00 pm and a little more advertising may be needed. Waiting for translations for the brochures

5. Closing Forum:

Please make sure to check in and out of office hours make sure to check in through the front desk and check out at the front desk

6. Announcement of the Next Meeting- February 21, 2023

7. Adjournment (2:07p.m.)

Motion: Jesus Martinez Desantiago, Social Student Involvement Coordinator-CCC

Second: Stephanie Ofilada, Public Affairs Officer

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