

College of the Canyons

Associated Student Government

Special Senate Meeting Agenda
Monday, October 5, 2022; 1:30pm
STCN 129

[Teleconference Location:](#)
*Canyon Country Campus
17200 Sierra Highway, Room 204
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 Special Senate Meeting of October 5th, 2022
- 1.5 Open Forum

2. Consent Calendar

- 2.1 Approval of ASG Senate Meeting Minutes from September 28th, 2022
- 2.2 Approval of Alexa Haddad for Director of Athletic Affairs
- 2.3 Appointment of Director of Academic Affairs
- 2.4 Appointment of Cougar Mascot

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

- 3.1 Fall Fest Budget
- 3.2 Approval of Funds for Fall 2022 Star Party Snacks
- 3.3 Transfer Nights Budget (Kimberly)
- 3.4 Discussion of Financial Literacy Event: Money Talks

Reports (Limited to 5 minutes)

4.1 Officers Report

- 4.1.1 Director Reports.....(Any Directors)

- 4.1.2 Executive Vice President of Activities.....Sharika Shahid
- 4.1.3 Vice President of Activities – Valencia.....Kimberly Lopez
- 4.1.4 Vice President of Activities – Canyon Country.....(Vacant)
- 4.1.5 Social Student Involvement Coordinator I – Valencia.....Caitlin Herron
- 4.1.6 Social Student Involvement Coordinator II – Valencia..... (Vacant)
- 4.1.7 Social Student Involvement Coordinator – Canyon Country.....Kaelani Keese
- 4.1.8 Cultural Student Involvement Coordinator I – Valencia..... Chiao Chi
- 4.1.9 Cultural Student Involvement Coordinator II – Valencia..... (Vacant)
- 4.1.10 Cultural Student Involvement Coordinator – CCC.....(Vacant)
- 4.1.11 Public Affairs Officer..... Vincent Tran
- 4.1.12 Vice President of Inter Club Council..... (Vacant)
- 4.1.13 Officer of Marketing and Information.....Erik Polanco
- 4.1.14 Officer of Equity.....Stephanie Smith
- 4.1.15 Executive Liaison Officer.....(Vacant)
- 4.1.16 Student Trustee.....Jesse McClure
- 4.1.17 Executive Vice President.....Clarissa Zuo
- 4.1.18 President.....Collin Shneour
- 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. Closing Forum

5. Announcement of the next meeting: October 19th, 2022

6. 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: 9/28/2022

Item Type: Action Information Discussion

Agenda Section: Consent Calendar

Item Number: 2.1

Agenda Item Title: Approval of the ASG Senate Meeting minutes from September 28, 2022

Background: The minutes from the ASG Senate Meeting held on September 28, 2022 need approval. The Senate shall review the minutes and vote. You may view the minutes to approve on the website [here](#).

Recommendations: *Move to approve the minutes from the ASG Senate Meeting held on September 28, 2022*

Submitted by: Robin Herndon, ASG Technician

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 9/28/2022

Item Type: Action information Discussion

Agenda Section: Consent Calendar

Item Number: 2.2

Agenda Item Title: Appointment of Alexa Haddad for Director of Athletic Affairs

Alexa Haddad has been interviewed for Director of Athletic Affairs. She showed that she was an excellent candidate. She was interviewed by Kaelani Keese, Sharika Shahid, and Erik Polanco.

COST: N/A

Recommendations: Move to appoint Alexa Haddad for Director of Athletic Affairs

Submitted by: Kaelani Keese, Social Student Involvement Coordinator of the Canyon Country Campus

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 9/30/2022

Item Type: Action Information Discussion

Agenda Section: Regular Board Meeting Items

Item Number: 2.3

Agenda Item Title: Appointment of Director of Academic Affairs

Zaiba Fayaz has interviewed for the Director of Academic Affairs 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.

COST:

N/A

Recommendations: Appoint selected candidate for the Director of Academic Affairs position.

Submitted by: Clarissa Zuo, Executive Vice President

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 9/30/2022

Item Type: Action Information Discussion

Agenda Section: Regular Board Meeting Items

Item Number: 2.4

Agenda Item Title: Appointment of Cougar Mascot

Robert Quinn has interviewed for the Cougar Mascot 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.

COST:

N/A

Recommendations: Appoint selected candidate for the Cougar Mascot position.

Submitted by: Collin Shneour, ASG President

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 9/26/2022

Item Type: Action x information ___ Discussion ___

Agenda Section: Regular Board Meeting Items

Item Number: 3.1

Agenda Item Title: Fall Fest Budget

Background: As our fall term officially begins to transition into the fall season, ASG wants to bring a falltastic social event where students can bring new friends/family along and play different kinds of games. There will be various clubs/organizations who will be joining in on the event and host their own booth! Some of the games and events we expect at each of the booths are pie the president, rock painting, cornhole games, and giveaways!

The event will begin with a welcome booth where students will be handed a bag that will serve as a pamphlet (similar to Cougarfest). They must visit 10 booths to earn 10 stickers in order to get lunch! Each booth will have stickers that they reward students with. Completed, the stickers should spell out "Trick Or Treat With ASG 2022 Fall Fest at COC." Each booth will also have candy that they will hand out to anyone who decides to play a game, playing into the idea of trick or treating!

COST: Should not exceed \$2,100

Erik's Station: Party props: Halloween OR Western Themed (\$30.00 without and \$60 with shipping and tax)

Total: \$60.00 (Anderson's Homecoming- Vendor)

Kaelani's Station: Whipped Cream (3 packs) = \$15 estimate

Total: \$30 (Costco)

Kim's Station: Rocks and Googly Eyes [(3 packs x \$34) + (1 x \$8.00)]

Total: \$120 (Office Depot)

Incentives:

- Candy
 - o Kirkland Signature All Chocolate Bag (assortment), 150-count = 22.99 (10 bags)
 - o Hershey's Miniatures, Variety Pack, 180 ct = 16.49. (10 bags)
 - 125 students expected x 2 (each getting 2 pieces from each booth)= 250 pieces of candy
 - 250 x about 16 booths = 4,000 pieces of candy
 - 1500 +1800 = 3300 pieces of candy (accounting for people either not going to every single booth)
 - o Total: \$400 (Costco)
- Subway for 125 students (\$8.49, Cougarfest)
 - o Total: \$1061
- Bags (for trick or treating): 25 bags/\$13.00 = (9 x \$13.00)
 - o Total: \$130

TOTAL ENTIRE EVENT: 1786

Recommendations: Move to approve up to \$2,000 from the Social Activities account, number 001.9813, for Fall Fest.

Submitted by: Sharika Shahid, Executive Vice President of Activities

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 10/5/2022

Item Type: Action Information Discussion

Agenda Section: Regular Board Meeting Items

Item Number: 3.2

Agenda Item Title: Approval of Funds for Fall 2022 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 the stem-related clubs display as well as free snacks that ASG provides. This event is free and open to students, staff and the community.

Cost:

10 boxes of pastries: @\$25.00 for a dozen=\$250.00

4 boxes (30-count) of full-sized candy bars @ \$22.99= \$91.96

3 cases of Kirkland water bottles @10.00 each= \$30.00

Total Cost (including taxes): \$420.00

Recommendations: Move to approve up to \$420.00 from the CCC Social and Cultural Account #001.9805 for the purchase of snacks for Fall 2022 Star Party.

Submitted by: Joanna Kelly, ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 9/28/2022

Item Type: Action Information Discussion

Agenda Section: Regular Board Meeting Items

Item Number: 3.3

Agenda Item Title: Transfer Nights Budget (Kimberly)

The purpose of Transfer Nights is to create a safe place where students can work on their college applications together and obtain help from College of the Canyons Counselors. The goal is to educate people on how to start their college applications and how to effectively write their PIQ's. Transfer Nights will be held on the following days:

- October 10 (UC App focused) 4 pm - 7 pm
- Oct 21 (CSU App focused) 10 am - 2 pm
- Oct 24 (Private/Out-of-State focused) 4 pm - 7 pm

I want to order food for these three days. I will be ordering from Subway, Urban Café, and Jersey Mikes. I expect to provide for 30 people for every one of these days. This amount is an estimate on how much money I will need.

COST:

Subway - Sandwich Box Meal (1 box containing the sandwich, cookie, and chips): 35 x 8.99 = 314.65

Urban Café - Specialty Sandwich Box (1 box containing the sandwich, cookie, chips) 35 x 13.50 = 472.50

Jersey Mikes – Sandwich Box (1 box containing the sandwich, cookie, chips) 35 x 11.50 = 402.50

Recommendations: Move to approve up to \$1,300 from account number [001.9805](#) for the Transfer Night Event

Submitted by: Kimberly Lopez Vice President of Activities Valencia

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 10/5/2022

Item Type: Action ___ Information x Discussion x

Agenda Section: Regular Board Meeting Items

Item Number: 3.4

Agenda Item Title: Discussion of Financial Literacy Event: Money Talks

Background: With inflation at its highest, its more important than ever to make sure we are managing our money responsibly, tackling debt and maximizing our savings. Canyons Cares and Classified Senate are hosting this financial literacy event on Wednesday, October 12 in Canyons Hall-Room 201 from 11am-1pm to help inform both classified staff and students about different savings accounts, budgeting strategies, and general money management information. Plus, you get a free Subway lunch if you attend! Students do need to register for the event and the link can be found in the email sent out.

Total Cost: N/A

Recommendations: Encourage students to attend.

Submitted by: Joanna Kelly, ASG Advisor

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled: