

College of the Canyons
Associated Student Government
Special Senate Meeting Agenda

Wednesday, November 16, 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 Senate Meeting of November 16th, 2022
- 1.5 Open Forum

2. Consent Calendar

- 2.1 Approval of ASG Senate Meeting Minutes from November 9, 2022

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

- 3.1 Academic Calendars
- 3.2 Holiday Craft
- 3.3 Follow-Up on Discussion of Spring 2023 Schedule
- 3.4 Transfer Nights

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 Keesee
- 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

- 4.4.1 Getting to COC (PSRP-Part 1) Committee
- 4.4.2 Applying to COC (PSRP-Part 2) Committee
- 4.4.3 Paying for COC (PSRP-Part 3) Committee
- 4.4.4 Attending COC (PSRP-Part 4) Committee

4. Closing Forum

5. Announcement of the next meeting: November 30, 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 AND STUDENT ENGAGEMENT AT COLLEGE OF THE CANYONS AT LEAST 48-HOURS BEFORE THE SCHEDULED MEETING

Date: 11/9/2022

Item Type: Action Information Discussion

Agenda Section: Consent Calendar

Item Number: 2.1

Agenda Item Title: Approval of the ASG Senate Meeting minutes from November 9, 2022

Background: The minutes from the ASG Senate Meeting held on November 9, 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 November 9, 2022*

Submitted by: Robin Herndon, ASG Technician

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 11-10-2022

Item Type: Action ___ Information x Discussion x

Agenda Section: Regular Board Items

Item Number: 3.1

Agenda Item Title: Academic Calendars

Background: The following calendars are brought to the ASG for review.

The following calendars have been approved in the past. These calendars are going back to the Board of Trustees for an update to the date that Juneteenth will be observed. The change will be from the third Friday in June to June 19th.

Academic Calendar 2022/23

Academic Calendar 2023/24

College of the Canyons Academic Calendar- 2022/23

Fall 2022

Month	Event	Date
August	Professional Development Week (FLEX, Employees Only)	August 12-18 (Friday – Thursday)
	Mandatory Opening Day (Employees Only)	August 19 (Friday)
	First Day of Fall 2022	August 22 (Monday)
September	Labor Day Holiday	September 5 (Monday)
November	Veterans Day Holiday	November 11 (Friday)
	Thanksgiving Day Holidays	November 24-27 (Thursday – Sunday)
December	Last Day of Fall Semester	December 10 (Saturday)
	Campus Closed	TBD

Winter Intersession 2023

Month	Event	Date
January	New Year's Holiday Observed	January 2 (Monday)
	First Day of Winter Term	January 3 (Tuesday)
	Martin Luther King Holiday	January 16 (Monday)
February	Professional Development Week (FLEX, Employees Only)	January 31 - February 4 (Monday to Friday)
	Last Day of Winter Term	February 4 (Saturday - 5 weeks)

Spring 2023

Month	Event	Date
February	First Day of Spring Semester	February 6 (Monday)
	Lincoln/Washington Holidays	February 17-20 (Friday to Monday)
April	Spring Break	April 3-9 (Monday – Sunday)
May	Memorial Day	May 29 (Monday)
June	Last Day of Spring Semester	June 1 (Thursday)
	Commencement Ceremony	June 2 (Friday)

Summer 2023

Month	Event	Date
June	Start of Summer session	June 5 (Monday)
	Juneteenth	June 19 (Monday)
July	Independence Day	July 4 (Tuesday)
August	Last possible day of Summer Session	August 19

Academic Calendar Committee Reviewed and Endorsed 11.1.2021

Academic Senate Reviewed and Endorsed 12.3.2021

Updated 10.25.22 with new Juneteenth date

Academic Calendar – 2023/2024

Fall 2023

Month	Event	Date
August	Professional Development Week (FLEX, Employees Only)	August 11-17 (Friday – Thursday)
	Mandatory Opening Day (Employees Only)	August 18 (Friday)
	First Day of Fall 2023	August 21 (Monday)
September	Labor Day Holiday	September 4 (Monday)
November	Veterans Day Holiday Observed and Actual	November 10-11 (Friday – Saturday)
	Thanksgiving Day Holidays	November 23-26 (Thursday – Sunday)
December	Last Day of Fall Semester	December 9 (Saturday)
	Campus Closed	TBD

Winter Intersession 2024

Month	Event	Date
January	New Year's Holiday	January 1 (Monday)
	First Day of Winter Term	January 2 (Tuesday)
	Martin Luther King Holiday	January 15 (Monday)
February	Professional Development Week (FLEX, Employees Only)	January 29 - February 2 (Monday to Friday)
	Last Day of Winter Term	February 3 (Saturday - 5 weeks)

Spring 2024

Month	Event	Date
February	First Day of Spring Semester	February 5 (Monday)
	Lincoln/Washington Holidays	February 16-19 (Friday to Monday)
April	Spring Break	April 1-7 (Monday – Sunday)
May	Memorial Day	May 27 (Monday)
	Last Day of Spring Semester	May 30 (Thursday)
	Commencement Ceremony	May 31 (Friday)

Summer 2024

Month	Event	Date
June	Start of Summer session	June 3 (Monday)
	Juneteenth	June 19 (Wednesday)
July	Independence Day	July 4 (Thursday)
August	Last possible day of Summer Session	August 17

Academic Calendar Committee Reviewed and Endorsed
 11.1.2021 Academic Senate Reviewed and Endorsed
 12.2.2021
 Updated 10.25.2022 with new Juneteenth date

The following calendars have been approved at the Academic Calendar Committee. The operating procedures of the Academic Calendar Committee state that when a student representative is not present at the meeting for a vote, the Vice President of Student Services would bring the calendars to the ASG for review.

Academic Calendar 2024/25

Academic Calendar 2025/26

Academic Calendar -2024/2025

Draft Developed Spring 2022

Updated Fall 2022

Fall 2024

Month	Event	Date
August	Professional Development Week (FLEX, Employees Only)	August 16-22 (Friday – Thursday)
	Mandatory Opening Day (Employees Only)	August 23 (Friday)
	First Day of Fall 2024	August 26 (Monday)
September	Labor Day Holiday	September 2 (Monday)
November	Veterans Day Holiday Observed and Actual	November 11 (Monday)
	Thanksgiving Day Holidays	November 28- December 1 (Thursday – Sunday)
December	Last Day of Fall Semester	December 14 (Saturday)
	Campus Closed	TBD

Winter Intersession 2025

Month	Event	Date
January	New Year’s Holiday	January 1 (Wednesday)
	First Day of Winter Term	January 6 (Monday)
	Martin Luther King Holiday	January 20 (Monday)
February	Professional Development Week (FLEX, Employees Only)	February 3-7 (Monday to Friday)
	Last Day of Winter Term	February 8 (Saturday - 5 weeks)

Spring 2025

Month	Event	Date
February	First Day of Spring Semester	February 10 (Monday)

	Lincoln/Washington Holidays	February 14-17 (Friday to Monday)
April	Spring Break	April 7-13 (Monday – Sunday)
May	Memorial Day	May 26 (Monday)
	Last Day of Spring Semester	June 5 (Thursday)
	Commencement Ceremony	June 6 (Friday)

Summer 2025

Month	Event	Date
June	Start of Summer session	June 9 (Monday)
	Juneteenth	June 19 (Thursday)
July	Independence Day	July 4 (Friday)
August	Last possible day of Summer Session	August 16

Academic Calendar Committee Reviewed and Endorsed 10.24.22

Academic Calendar – 2023/26
 Draft Developed Spring 2022
 Updated Fall 2022

Fall 2025

Month	Event	Date
August	Professional Development Week (FLEX, Employees Only)	August 15-21 (Friday – Thursday)
	Mandatory Opening Day (Employees Only)	August 22 (Friday)
	First Day of Fall 2025	August 25 (Monday)
September	Labor Day Holiday	September 1 (Monday)
November	Veterans Day Holiday Observed and Actual	November 11 (Tuesday)
	Thanksgiving Day Holidays	November 27- 30 (Thursday – Sunday)
December	Last Day of Fall Semester	December 13 (Saturday)
	Campus Closed	TBD

Winter Intersession 2026

Month	Event	Date
January	New Year’s Holiday	January 1 (Thursday)
	First Day of Winter Term	January 5 (Monday)
	Martin Luther King Holiday	January 19 (Monday)
February	Professional Development Week (FLEX, Employees Only)	February 2-6 (Monday to Friday)
	Last Day of Winter Term	February 7 (Saturday - 5 weeks)

Spring 2026

Month	Event	Date
February	First Day of Spring Semester	February 9 (Monday)
	Lincoln/Washington Holidays	February 13-16 (Friday to Monday)
April	Spring Break	April 6-12 (Monday – Sunday)
May	Memorial Day	May 25 (Monday)
	Last Day of Spring Semester	June 4 (Thursday)
	Commencement Ceremony	June 5 (Friday)

Summer 2026

Month	Event	Date
June	Start of Summer session	June 8 (Monday)
	Juneteenth	June 19 (Friday)
July	Independence Day	July 3-4 (Friday - Saturday)
August	Last possible day of Summer Session	August 15

Academic Calendar Committee Reviewed and Endorsed 10.24.22

Recommendations: N/A

Submitted by: Jasmine Ruys

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 10/27/2022

Item Type: Action X information ___ Discussion ___

Agenda Section:

Item Number: 3.2

Agenda Item Title: Holiday Craft

To get the Holiday spirit going at COC, students will participate in a Holiday Crafting event happening on Monday, November 28 from 10 am – 12 pm at the ASG room. ASG will provide origami paper, clay, and markers for students to create art! During the event, students will be provided with hot chocolate and cookies!

COST:

Costco - Hot Chocolate (1 box containing 50 count Swiss Miss Hot Cocoa Mix): $2 \times 5.69 = 11.38$

Costco – European Cookies with Belgium Chocolate (2 count box) $1 \times 44.99 = 44.99$

Costco – Chocolate M&M Cookies (1 box containing 30 count mini cookie bags) $1 \times 11.49 = 11.49$

Recommendations: Move to approve up to \$80 from account number #001.9813 for the Holiday Crafting Event

Submitted by: Kimberly Lopez Vice President of Activities Valencia

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 11/11/2022

Agenda Section: Regular Board Meeting Items

Item Number: 3.3

Agenda Item Title: Follow-Up on Discussion of Spring 2023 Schedule

Background: We will discuss the Spring 2023 Senate Schedule after conducting the doodle poll sent out to Officers.

Recommendations: N/A.

Submitted by: Collin Shneour, ASG President

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled:

Date: 11/14/2022

Item Type: Action X information ___ Discussion ___

Agenda Section:

Item Number:

Agenda Item Title: Transfer Nights

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. They will be held in the ASG room. 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:

- November 28 (4pm – 8pm)
- November 29 (4pm – 8pm)
- November 30 (3pm – 8pm)

I want to order food for these three days. I will be ordering from Subway, Urban Café, and Costco. 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): $30 \times 8.99 = 269.70$

Urban Café - Specialty Sandwich Box (1 box containing the sandwich, cookie, chips) $25 \times 13.50 = 337.50$

5 Costco Pizzas 18" (5 x \$9.99) = 49.95

Recommendations: Move to approve up to \$900 from account number #001.9813 for the Transfer Nights

Submitted by: Kimberly Lopez Vice President of Activities Valencia

Approved By:

Moved By:

Seconded By:

Carried:

Failed:

Tabled: