



## STUDENT SENATE MEETING

Friday, September 9nd, 2022

12:00pm-1:00pm

Room 1025, Zoom

# AGENDA

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Zoom Link: <https://shastacollege-edu.zoom.us/j/96607701334>

LET IT BE KNOWN that all meetings of the Shasta College Student Senate are open to the public. We, the Governing Board and Representatives of the Student Senate, encourage all students to feel free to attend this meeting and to voice their opinions on matters of the agenda or matters that they feel are issues that affect the student body of Shasta College. Any students wishing to be formally recognized on the agenda are encouraged to contact Andrew Wehunt, Shasta College Student Senate President, ([scss@shastacollege.edu](mailto:scss@shastacollege.edu)) or Onica Mello, Shasta College Student Senate Advisor, ([omello@shastacollege.edu](mailto:omello@shastacollege.edu)) no later than 11:00 am on the Tuesday before the meeting or 72 hours before, at which they wish to be recognized. Thank you.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE (Lead the Pledge of Allegiance by saying "Salute, pledge...")
3. ROLL CALL
4. APPROVAL OF THE AGENDA 9/9/22
5. TIMOTHY JOHNSTON (ASSOCIATE VICE PRESIDENT OF STUDENT SERVICES)
6. APPROVAL OF MINUTES
  - a. 9/2/22
7. OLD BUSINESS
  - a. **Chris Roberts – Discussion/Action**

Supposals:

    - i. Local Farmers Market /Chef's Market for produce discounts, such as Chico offers for the economically challenged, here at the local farmers' market.
    - ii. Action: appoint an officer to contact Chico program and ask advisement. Contact local Chef's Markets (relative to campus locations) via internet listed information by search engine for direct phone number.
    - iii. Convenience locations.
    - iv. Things like free water at gas stations and fast-food places offer a healthy alternative. If available upon showing identification free services could be easily accessed.
    - v. Actions: a point advisor for card to negotiate when dealing with convenience stores and food places to offer this without purchase.
  - b. **Steven Jessen – Discussion**
    - i. Ceramics class on campus.
    - ii. More art classes on campus.
    - iii. Is there a committee that deals with what classes are offered each semester?
  - c. **Delegated Tasks – Discussion**
    - i. Vice President: Every week on Monday go to the senate office as early as possible and take photos/copies of hours tracking sheet. Add up hours for all senate members and create a report to send to President right after. (15 min)
    - ii. Vice President: Set meetings with all new senate members as they come in for training on ID card machine, hours sign up, hours tracking, lending library etc.

- iii. Treasurer: Pursue on your own, the digital or paper copies of all historical financial data related to senate as voted on last week. Tim Johnston, Ryan Loughrey, Jill Ault, Sam Osborne may be good contacts for this.
  - iv. Treasurer: Create detailed budgets for the CCCSAA conference including all costs, not just covered costs at different price levels.
  - v. Treasurer: Create potential income and budget report expected after "negative check off" approach to ID card sales takes effect. 50% increase, 75% increase, 100% increase.
  - vi. Treasurer: Create potential income and budget report expected after increasing ID card price to \$14/ card
  - vii. Treasurer: Create potential income and budget report expected after student body votes to approve mandating \$1/student rep fee. (about 7000 students this semester, how many expected for summer semester, spring semester?)
  - viii. Treasurer: Create potential income and budget report expected after the "community discount card" sales. How much could we sell? Pricing at \$15 and \$20. 300 units, 400 units 500 units. Estimate cost to produce cards, research printer ink cost per card, cost per blank card etc.
  - ix. Regional Affairs: Further research CCCSAA conference in depth, when are cut offs for early bird pricing on registration, when do ticket prices increase? Etc. When do we need to start purchasing these items to save money?
  - x. Regional Affairs: Research other organizations and conferences/ webinars the whole senate can attend. Create schedule to present to President and senate for voting.
  - xi. Events and activities: Fully research all aspects of constitution day event. Contact and retain actor for dramatic reading, cost of pocket constitutions, cost of small flags or flag pins, contact voter registration and ask them to be present. Create a budget for voting to present to the district for district funds.
  - xii. Justice: Create a generic contract for businesses to sign and fill out with their discounts offered including two different discounts, one for student ID card and one for community discount card. Ask Ryan for editable word doc of contract or Jill Aults office if Ryan can not get it. Ask President for what lines should be on the contract.
- d. **Football Games – Discussion**
- i. Should we sell boba drinks at the four remaining football home games?
  - ii. Who can work it? Sign up now (2 people minimum) 9/17, 10/15, 10/29, 11/5 at 6pm.
  - iii. Sell Red bull boba drinks? \$6 non-student, \$5 student?
- e. **Football Games – Vote/Poll**
- i. Vote we sell boba drinks at the four remaining football home games?
  - ii. Poll who can work it? Sign up now (2 people minimum) 9/17, 10/15, 10/29, 11/5 at 6pm.
  - iii. Vote to sell Red bull boba drinks? \$6 non-student, \$5 student?
  - iv. Vote to put in standing requests with food services, physical plant, and the business office (for cash box and swipe card reader).
- f. **Constitution Day Event – Discussion**
- i. Grant/district funds: Treasurer, please create a budget containing: purchasing pocket constitutions, small flags or flag pins, hiring Chris R. for DJ services, purchasing 50-100 boba drinks from Andrew W. to give away as a free item to students at \$5 each
  - ii. What time should the event be on Monday 9/19? 11-1pm?
  - iii. Give away boba drinks to students with ID and charge others?
  - iv. What do we need to change or add to this event that we didn't have or needed at the last event?

- v. Attendance required for all senate members.
- vi. Open discussion on Constitution Day event.
- g. **Constitution Day Event – Vote**
  - i. Vote the time of the event on Monday 9/19? 11-1pm?
  - ii. Vote to give away boba drinks to students with ID and charge others \$6?
  - iii. Vote to make attendance at this event by all senate members required.
- h. **Team Building Activity/Field Trip – Discussion**
  - i. Best time for everyone/most people to attend?
  - ii. Discussion of ideas for activity, everybody voice their ideas, decide/vote now.
  - iii. Discuss reasonable budget and/or if that should be covered by senate funds.
- i. **Team Building Activity/Field Trip – Vote**
  - i. Vote on a date and time.
  - ii. Vote to choose an activity.
  - iii. Vote on a budget: \$100, \$150, \$200, \$500.
  - iv. Vote to request a check or cash in the budgeted amount for use by senate at activity.
- j. **Incentives – Discussion**
  - i. Pending “negative check-off” student activities change which is likely to drastically increase our income: Paying student senate officers stipends monthly or per semester, or guaranteed scholarships if all responsibilities are fulfilled including office hours etc. (see estimated budget/income)
- k. **Incentives – Vote**
  - i. Vote to request BPO \$100 with print shop and to order business cards for all current officers, and as new officers arrive throughout the year to fill empty positions/changing of positions.
- l. **Meeting time – Discussion**
  - i. Regardless of the length of the meeting, we cannot start the meeting late. The meetings will begin at 12pm sharp, anyone arriving after this time is considered late.
  - ii. One hour is quite obviously not enough time to get all of our discussions and votes in that we need to, we could extend the length of the official meeting time, arrive early or stay late unofficially, or create ad-hoc committees to meet outside of meeting times unofficially and then present items for voting at official meetings.
  - iii. Temporarily extend scheduled meeting time (for the next 4 meetings) to one-and-a-half or two hours, can be extended if needed with approved motion but no longer than 2.5 hours max.
  - iv. Ask Katie Elwood, Ryan Loughrey, or Tim Johnston to be co-advisor if Onica Mello is unable to attend the full length of the meeting so that the whole time will be “official”.
- m. **Meeting time – Vote**
  - i. Vote to extend scheduled meeting time of the next 4 meetings to 1.5 or 2 hours, can be extended if needed with approved motion but not to exceed 2.5 hours.
  - ii. Vote to create ad-hoc committee for discount card.
  - iii. Vote to create ad-hoc committee for Constitution Day Event.
  - iv. Vote to officially request Onica Mello to stay for our extended meeting times.
  - v. Vote to approve Katie Elwood or Ryan Loughrey, or Tim Johnston as co-advisor.
- n. **Office Hours – Discussion**
  - i. Should required hours missed in one week “roll over” to the next week? Ex. If you miss 2.5 hours this week should you be required to work your regularly scheduled 5 hours next week PLUS your missed 2.5 hours? This could be important for qualifying for stipends or scholarships.

- ii. What hours of each day should we restrict work hours to. We need senate members in the office to make ID cards since The Hub will no longer help us. Should we make our senate's office hours 8am-12pm Monday through Friday and sign up again for hours within this time frame?
  - iii. Who can use their office hours over the weekend to create an editable PDF to log office and work hours? Whoever takes this responsibility will be responsible for producing this document for by Tuesday at 11am.
  - iv. Last week's office hours were enforced. Review office hours log from last week, discuss why not all hours were missed, reschedule, make-up hours, drop in anytime to the office to make up missed hours.
  - v. Open discussion relating to office hours.
- o. **Office Hours – Vote**
  - i. Vote any missed office hours whether excused or unexcused must be made up in the next week in addition to the next weeks required hours.
- p. **Discount Cards– Discussion**
  - i. Review "business notes" in files on canvas to see what businesses have agreed to offer discounts.
  - ii. Student ID card redesign that would replace the backside of the current student ID card with discounts may also have to have the suicide prevention number and campus safety number on the back side of it.
  - iii. Create a second discount card only version that is designed to be sold to the public that may have different discounts from the same businesses.
  - iv. Review current discounts offered with student ID card on shastacollege.edu.
  - v. Is this a good reason to increase the price of this new version of the student ID card to \$14. Is there a reason we should not increase the price? Current price for ID card without these potential benefits is \$10.
  - vi. What should the price be for the public version? \$15 \$20?
  - vii. Discuss changing the student activity fee (student ID card fee) to be automatically applied to the student account upon registration, with the ability to manually opt out. (Negative check-off). This is confirmed to be both "legal and appropriate".
  - viii. Timeline for completing this project. Plan to implement next semester, Spring 2023, prior to open registration. Deadline for card design. Deadline for website negative check-off change. Deadline for business contracts signed and approved. Etc.
  - ix. It is possible to hold an election and have the students vote to mandate a \$1 rep fee for all students. At around 7000 students, if this was passed it could guarantee \$7000 income each semester. This amount could be (roughly) enough funds to send all 8 senate members to a senate conference at the beginning of each year.
  - x. Discuss creating an email address that is linked to from the registration screen that students can send their name, ID number, and photo to at any time after paying for their ID so that we can check this email during our office hours and print their ID cards so they are ready for pick up.
- q. **Discount Card – Vote**
  - i. Vote to increase the price of this new version of the student ID card, dependent on getting discounts on back, to \$14.
  - ii. Vote to sell the public version for \$15 or \$20.
  - iii. Vote to create request to Jill Aults office to provide an official contract that businesses will fill out and sign agreeing to offer the discount.

- iv. Vote to create request to change student activity to the “negative check-off” approach asking the students if they would like to opt out of paying for the student activity fee.
- v. Vote to hold an election from the student body to approve mandating a \$1 per student rep fee.
- r. **Coffee/Food at Meetings – Discussion**
  - i. Should senate provide members or specifically officers with coffee from Starbucks?
  - ii. Should senate provide members or specifically officers with snacks from available food supplies?
  - iii. Should senate provide members or specifically officers with a weekly lunch at meetings?
  - iv. Arrive either thirty minutes or one hour early to eat lunch prior to the meetings?
  - v. Who will be responsible for ordering/picking up/paying for food?
  - vi. Open discussion on suggestions for food or drinks at meetings.
- s. **Coffee/Food at Meetings - Vote**
  - i. Vote to provide all members with up to \$40 of coffee from Starbucks each week.
  - ii. Vote to provide officers only with up to \$40 of coffee from Starbucks each week.
  - iii. Vote to provide all members with snacks up to \$40 per week.
  - iv. Vote to provide officers only with snacks up to \$40 per week.
  - v. Vote to provide officers only with a full meal from food services or locally catered.
  - vi. Vote to provide all members with a full meal from food services or locally catered.
  - vii. Vote on maximum price for regular meals provided to all members or officers only between \$10/meal to \$20/meal.
- t. **Halloween Event/Haunted House update – Discussion**
  - i. One minute update from Henry Borba on the status of the planning of the Halloween event
  - ii. Create five exhibit ideas for Henry to research and budget.
  - iii. Create top five possible locations.

## 8. NEW BUSINESS

- a. **Committees – Discussion**
  - i. Citizen’s Bond Oversight Committee has open availability for a student to attend.
  - ii. Discuss and assign an officer or senator to research what committees are available and return next week with a list for others to sign up for.
- b. **Directorships – Discussion**
  - i. There are several Directorships available to be filled by new students, keep in mind that we need to bring on several more senate members to fill any currently vacant officer positions, director positions, and missing time slots for office hours.
    - 1 Advocacy Director
    - 2 Assistance Program Director
    - 3 Satellite Campuses Director
    - 4 STEM Director
    - 5 ICC Director
    - 6 Sustainability Director
- c. **Office Space – Discussion**
  - i. Student senate has recently lost its last private office just over this summer without a vote or notice. There is now only one desk for use by senate in the senate office/lobby with no dedicated space for storage, private conversations/meetings, or the ability for multiple members to comfortably work simultaneously.



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ii. Open discussion on the potential negative impact to student body and senate from losing the office space, potential use of office space (previously the President's office) if regained or if a new space is acquired.

iii. Alternative options discussion. Funding planning and construction of a "Senate Club House".

d. **Office Space – Vote**

i. Vote to pursue regaining our office space through appropriate channels if possible.

ii. Vote to begin to pursue the planning and construction of a legacy project, a new "club house" building on campus using reserve funds. (long-term project)

iii. Vote to pursue acquiring of a new dedicated office and meeting room from available offices and meeting rooms on campus, like the club room but specifically dedicated to the student senate.

e. **CCCSAA Student Leadership Conference – Discussion**

i. Discuss the possibility of sending the President and/or up to all student senate officers to a conference to learn valuable leadership skills at a conference specifically designed for student government.

ii. Discuss potential budget concerns. \$450/ticket, \$250 per room, \$300+ per round trip flight, food costs etc.

iii. Deadline for reserving hotel is 9/29/22.

iv. Cost of registration increases as we approach the conference.

f. **CCCSAA Student Leadership Conference – Vote**

i. Vote to send the President to the conference up to \$1500.

ii. Vote to send the President, Vice President, and secretary to the conference up to \$5000.

iii. Vote to send all senate officers to the conference up to \$15,000.

g. **BPOs – Discussion**

i. Print Shop, Evolis ID Cards, Shasta Welding (helium tank), Food Services, etc.

h. **Open Discussion**

9. **STANDING OR SPECIAL COMMITTEE REPORTS**

The following written reports are provided for informational and accountability purposes. These reports will be considered officially accepted by the Student Senate Executive Board upon adoption of their agenda.

a. President's Report (Wehunt, 3 minutes)

b. Vice President's Report (Jones, 3 minutes)

c. Secretary's Report (Brock, 3 minutes)

d. Treasurer's Report (Gonzales, 3 minutes)

e. Public Relations Officer Report (Stierli, 3 minutes)

f. Events & Activities Officer Report (Borba, 3 minutes)

g. Regional Affairs Officer Report (Valdez, 3 minutes)

h. Justice Report (Walter, 3 minutes)

i. Participatory Committee Representative Reports (Berg, Jessen, Servantez, 3 minutes)

10. **ANNOUNCEMENTS**

11. **COMMUNICATION FROM THE FLOOR**

This time is reserved for any member of the senate to make announcements on items not on the agenda or bring forward information for general discussion. A time limit of one (1) minute per speaker shall be observed. No action will be taken and the total time limit for this item shall not be extended.

12. **PUBLIC COMMENT**

This segment of the meeting is reserved for persons desiring to address the SCSS on any matter of concern that is not stated on the agenda. A time limit of three (3) minutes per speaker and fifteen (15) minutes per topic shall be observed. The law does not permit any action to be taken, nor extended discussion of any items not on the agenda. The SCSS may briefly respond to statements made or questions posed. For further information, please contact the SCSS President for the item of discussion to be placed on a future agenda. (Brown Act §54954.2)

12a: Club Approvals - Discussion/Vote

- i. Philosophical Society Club Approval
- ii. Chess Club approval

13. NEXT MEETING

- a. Weekly meeting will continue September 16th, 2022.

14. ADJOURNMENT