

**Associated Students of Orange Coast College (ASOCC)
Student Government of Orange Coast College (SGOCC)
Student Senate and Executive Board**

MINUTES

Friday, December 7, 2018; 9:00 a.m.

ASOCC Office

2701 Fairview Road • Costa Mesa, California 92626 • (714) 432-5730

NOTICE IS HEREBY GIVEN that the Student Government of Orange Coast College (SGOCC) Student Senate and Executive Board will hold a meeting on Friday, December 7, 2018 at 9:00 am. Pursuant to the Government Code Section 54955 and 54954.2(b) (3), the SGOCC Student Senate and Executive Board may adjourn, reconvene, and re-adjourn from time to time, as may be necessary to transact the business of the Student Senate and Executive Board. Unfinished items on the agenda may be trailed to the following meeting pending the approval of the Student Senate and Executive Board. Those wishing to address the Student Senate and Executive Board shall be present during public forum and express their concern. For further information, please contact Student Senate President Katherine Hoang at yourstrulykatherine@gmail.com.

I. Organizational Items

I.01 Call to Order -9:05am

I.02 Roll Call –

Student Senators: Niousha Farhangi, Katherine Hoang, Thao Nguyen, Tram Nguyen (arrived 9:10am), Thang Phan, Rachyl Reynosa (arrived 9:40am), Matthew Gemeinhardt, and Jolly Tadros.

Executive Board Officers: Tobin Hecker, Jesse Lopez (arrived 9:18am), Justin Owens, and Alexandra Olvera.

Advisor: Nathan Jensen

I.03 Opportunity for Pledge of Allegiance

I.04 Approval of Minutes

Motion by Thang Phan to approve the meeting minute for November 30, 2018; 2nd by Matthew Gemeinhardt. Motion passes without objection.

II. Public Forum

This time is reserved for members of the public to address the Student Senate and Executive Board on issues on or not already appearing on the agenda. A limit of five (5) minutes per speaker and fifteen (15) minutes per topic will be enforced. This is not a period of discussion for the Student Senate and Executive Board; however, the Student Senate President may respond to specific questions and concerns made by the public.

III. Reports

III.01 Fiscal Affairs Council Report and Recommendation(s) for Possible Student Senate Action

This is an opportunity for the Vice President of Fiscal Affairs to present financial recommendations and reports as well as an opportunity for the Student Senate and Executive Board to approve financial recommendations. Following deliberation and action by the Fiscal Affairs Council, the Vice President of Fiscal Affairs recommends the following Student Senate and Executive Board action(s) be taken:

- **Start-Up Funds:**

- Discussion and possible action regarding the awarding of **\$50.00** Club Start-Up Funds for the following clubs:

- OCC Circle K
- OCC Veterans Association

Motion by Thang Phan to approve the awarding of \$50.00 Club Start-Up Funds for OCC Circle K and OCC Veterans Association; 2nd by Alexandra Olvera. Motion passes without objection.

- **One-Time Funding**

Discussion and possible action regarding the awarding of One-Time Funding request for the following clubs/programs/services: None

III.02 Participatory Governance Committee Reports

Opportunity for V.P. of Diplomatic Affairs to make recommendations for appointments to shared governance committees as well as an opportunity for reports from any individual involved in a campus wide committee.

Alexandra Olvera reported on the College Council

Tobin Hecker reported on the Accreditation Coordinating Committee.

III.03 Student Body President's Report

This is an opportunity for the Student Body President to report.

Jesse Lopez provided his report.

III.04 Standing/Ad-Hoc/Special Committees

- Events Task Force – No report.
- Mentorship Task Force - Niousha Farhangi reported.
- Sustainability Committee – Jolly Tadros reported.
- Smoking Policy Task Force – No report.
- Rebranding ASOCC Task Force – Thang Phan reported on behalf of Carlos Lopez.
- Coast Community College District (CCCD) Board Policy/Administrative Procedures 7120 Task Force – No report.
- Constitutions and Bylaw Committee – No report.

IV. Unfinished Business

V. New Business

V.01 SGOCC Policy Revisions Recommendations

Presentation by the ASOCC Constitution & Bylaw Committee regarding recommended policy revisions to SGOCC Policy 3001: ASOCC Finances; SGOCC Policy 3002: ASOCC Finances; & SGOCC Policy 3003: ASOCC Annual Budget. Discussion and possible action to follow.

Motion by Jolly Tadros to endorse the ASOCC Constitution & Bylaw Committee regarding recommended policy revisions to SGOCC Policies 3001, 3002, & 3003; 2nd by Justin Owens. Motion passes without objection.

See Attachment A: SGOCC Policy Revisions.

V.02 2019-2020 ASOCC Annual Budget Application and Timeline

Presentation regarding the 2018-2019 ASOCC Annual Budget Application and overview of the 2019-2020 ASOCC Annual Budget Timeline. Discussion and possible action to follow.

Tobin Hecker gave a presentation regarding to the 2018-2019 ASOCC Annual Budget Application and overview of the 2019-2020 ASOCC Annual Budget Timeline.

V.03 Smoking Policy Task Force Survey Data Presentation

Presentation by OCC Institutional Effectiveness Office regarding the data collected from the Smoking Policy Survey that was recently disseminated to various College constituents in November 2018. Discussion to follow.

OCC Institutional Effectiveness Office came to have a presentation.

V.04 2018-2019 Student Senate and Executive Board Goals and Expectations

Discussion and possible action regarding the 2018-2019 Student Senate and Executive Board goals and expectations.

Student Senate and Executive Board discussed the goals and new expectations. See attachment I below.

V.05 Student Government Survey

Officers participated in an end-of-semester evaluation of the chair and student government holistically.

VI. Public Forum

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VII. **General SGOCC Reports**

VII.01 Advisors' Report (Limited to 2 minutes per report)

VII.02 Board, Officer, and Staff Reports (Limited to 2 minute per person)

VIII. **Adjournment -10:33am**

Student Senate & E-board Goals 2018-2019 Draft

1. **Mentorship Program Task Force**
 - a. Marketing & Recruitment
 - i. Determine mark
 - ii. Setting plan - Completed
 - iii. Collaborate with existing events
 - b. Application & Selection
 - Release applications October 2018 - Completed
 - i. Execute during the Spring 2019 semester
 - ii. Start with 10 mentor/mentee pairs
2. **Smoking Policy Task Force**
 - a. Review existing OCC Smoking Policy
 - Bring forth recommendations to the Student Senate & Executive Board regarding potential modifications to the existing OCC Smoking Policy.
 - b. Develop potential impacts of modifications to the OCC Smoking Policy (i.e. impact on enrollment, enforcement, potential designated areas for smoking, etc.).
3. **Rebranding ASOCC Task Force**
 - a. ASOCC Mission, Vision, & Values
 - b. Anticipated launch of new logo and website in Fall of 2019 - In progress
 - c. Signage/verbiage/graphic work
4. **Events Task Force. At least 4 events during the 2018-2019 academic year.**
 - i. PGC
 - More active participation
 - To raise awareness about PGC's on campus
 - ii. Increase application submission
 - a. ASOCC MultiCultural Event - Completed
 - Tuesday, November 13th
 - In collaboration with Multicultural Center and the International Multicultural Committee (PGC)
 - b. Taco Event
 - Survey students on future changes/suggestions for the campus
5. **Civic Engagement**
 - i. Voter Registration - Incomplete - Stricken 11/16/2018
 - ii. Internship Opportunities
 - iii. Brochures
 1. Local (City/County)
 - a. Board of Trustees
 - b. Costa Mesa City Council
 2. State
 3. Federal
 - iii. Civic Engagement Center
 1. Develop a plan Spring 2019
6. **Participatory Governance**
 - i. To have 80% of participatory governance committee reports submitted within the 72 hour timeframe on a weekly basis.
7. **Meeting Efficiency & Expectations**
 - a. Don't spend unnecessary amounts of time on agenda items
 - b. Make comments short and concise
 - c. Raise your hand to be recognized
 - d. Direct comments at the chair
 - e. Be attentive
 - f. Be on-time
 - g. Business Casual Attire
 - h. To volunteer for at least 2 CLC/ICC/Advocacy/Sustainability/Communications events and to volunteer for a total of 4 hours during each semester.
 - Student Senate President will develop a tracking spreadsheet and timeline
 - i. Voice your opinion
 - ii. Effective use of Parliamentary Procedure
 - Create a way to track service hours
 - White board tracker

Binder