

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

MEETING MINUTES

Friday, May 10, 2019; 9:00 a.m.

ASOCC Conference Room

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, May 10, 2019 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 - 9:03am

I.02 Roll Call-

Student Senators: Niousha Farhangi, Katherine Hoang, Thao Nguyen, Thang Phan (arrived at 9:04am), Rachyl Reynosa, Matthew Gemeinhardt, Spencer Finkbeiner, and Fazilat Abdul

Executive Board Officers: Lian Elkazzaz (arrived at 9:13am), Tobin Hecker, Carlos Lopez, Jesse Lopez, Sylvia Catania, and Matthew Bagale

Advisor (s): Dr. Julie Nguyen

I.03 Opportunity for Pledge of Allegiance

I.04 Approval of Minutes

Motion by Niousha Farhangi to approve the meeting minutes for May 3, 2019, Spencer Finkbeiner. 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

See attachment I for Succession Plan
See attachment II for Goals.

V.08 ASOCC Transition Ceremony

Presentation regarding the ASOCC Transition Ceremony on Friday, May 17, 2019.

VI. 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.

VI. 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)

VII. Adjournment – 11:30am

Succession Plan - Attachment I

- **Basic Information:**
 - Name: Katherine Hoang
 - Position: Student Senate President
 - Time Served in the Position: Full academic year (Fall 2018-Spring 2019)
- **What are the major responsibilities of your position?**
 - The major responsibilities of my position included chairing weekly meetings, creating and posting the Student Senate and E-board agendas
 - Serve as a person the Senators and E-board officers could rely on with any questions or support.
- **Important time frames pertaining to your position & how to prepare:**
 -
- **What goals did you have at the beginning of the year? Which were accomplished, and which ones were not? If not, why?**
 - **Accomplishments:**
 - **Event Task Force:**
 - Events Task Force successfully hosted the annual ASOCC MultiCultural Event
 - **Smoking Policy Task Force**
 - Smoking Policy Task Force was able to develop timeline by the Fall of 2018 and potential impacts of modifications to the OCC Smoking Policy (i.e. impact on enrollment, enforcement, potential designated areas for smoking, etc.
 - **Rebranding ASOCC Task Force**

- Rebranding ASOCC Task Force revised and formulate new ideas for the new Associated Students website and SGOCC logo
- They analyze social media platforms and re-evaluate content being put out. They worked in accordance with graduate intern (social media) to highlight SGOCC officer to encourage students to apply to SGOCC

Constitutions and Bylaw Committee

- In Vice President of Advocacy's succession plan

Civic Engagement Task Force

- Implementation plan (Niousha will send to Kat)
 - Guidelines for Civic Engagement Center
 - Ideas for programming and events
 - Resources (ie. community service, political/civic)
 - Short term and long term recommendations
 - Research with other institutions to see how civic engagement is on their campuses
- Communication with faculty and departments
 - Gather information from those bodies

Sustianability

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Fiscal Responsibility Task Force

- Timeline of events
- Plan for the new Student Center
- Financial resources available to students
- On campus financial services to co-host future events

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- i. Execute during the Spring 2019 semester - Incomplete
- ii. Start with 10 mentor/mentee pairs - Incomplete

2. Smoking Policy Task Force

- . Develop timeline by the Fall of 2018. - **Completed**
- a. Review existing OCC Smoking Policy - **In progress**
- b. Bring forth recommendations to the Student Senate & Executive Board regarding potential modifications to the existing OCC Smoking Policy.
- c. 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

- . Conduct research and develop a new ASOCC logo and website - **In progress**
- . Secure submissions for possible logos.
- 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 3 events during the 2018-2019 academic year.

- ~~PGC - **Incomplete** - Stricken 02/01/2019~~
- ~~More active participation~~
- ~~i. To raise awareness about PGC's on campus~~
- ~~ii. Increase application submission~~
 - a. ASOCC MultiCultural Event - **Completed**
 - . Tuesday, November 13th
 - i. In collaboration with Multicultural Center and the International Multicultural Committee (PGC)
 - b. Taco Event
 - . Survey students on future changes/suggestions for the campus
 - c. Engagement Event
- . Details to be determined

5. Civic Engagement

- ~~Voter Registration - **Incomplete** - Stricken 11/16/2018~~
- i. Internship Opportunities
- ii. 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

- . To have 80% of participatory governance committee reports submitted within the 72 hour timeframe on a weekly basis.

7. Meeting Efficiency & Expectations

- . Don't spend unnecessary amounts of time on agenda items
- a. Make comments short and concise
- b. Raise your hand to be recognized
- c. Direct comments at the chair
- d. Be attractive
- e. Be on-time
- f. Business Casual Attire
- g. 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
- h. Voice your opinion
- i. Effective use of Parliamentary Procedure
- j. Create a way to track service hours
- .White board tracker
- i.Binder