

# DASB SENATE MINUTES Wednesday, July 8, 2015 3:30 pm Student Council Chambers

# Call to Order

Marco called the meeting to order at 3:48 PM

# Roll Call

	Present	Absent	Late	Left Early	Excused
Mina Aslan	X				
Michelle Bounkousohn	X				
Hanh Bui	X				
Ruiqi Fan	X				
Edgar Godinez	X			5:30	
Vin Gomez		X			
Mia Hernandez	X				
Maria Ho	X				
Hiro Ishikawa	X				
Naeema Kaleem	X				
Thao Le	X				
Nikko Mahatyanto	X				
Korad	X				
Kelsey O'Maley	X			5:50	
Kush Patel	X			5:15	
Marry Rasooli	X				
Kairav Sheth	X				
Chi Tran	X				
Thy Doan	X				
Marco Monroy	X				

## **Approval of Minutes**

- Naeema moves to approve minutes from 7/1/15
  - Seconded by Thao
  - No objections

#### **Public Announcements**

• La Donna: Needs volunteers for New Student Orientation 2:45-4:45 7/9/15, will have more opportunities next week. Reply to emails if you are interested.

<u>Please note: Members of the public are limited to two minutes. The Senate cannot take actions or respond to items during public announcements.</u>

Senate Announcements

Trustee Announcements

• Arjun: Board Meeting 6PM 7/15, will be discussing public transit

**Internal Committee Reports** 

**External Committee Reports** 

• Naeema: SSCCC Region IV meeting July 31 12 PM at Monterey Peninsula College, will be taking LAO

Consent Calendar

## Committee Members

Admin	<b>Finance</b>	D&E	Marketing	SRS	ES
Marco	Marco	Ruiqi	Michelle	Ruiqi	Mia
Edgar	Naeema	Nikko	Nikko	Mary	Mary
Thy	Edgar	Michelle	Maria	Mina	Maria
Thao	Hanh	Hiro	Konrad	Vincent	
Kush	Kush	Maria	Hanh	Michelle	
<b>Kairav</b>	<del>Kairav</del>	Hanh		Kelsey	
Hiro	Hiro	Chi			
	Konrad				
	<del>Thy</del>				
	Thao				

Marco: We have to remove anybody who has not been sworn in yet from the consent calendar. Removed senators:

Naeema said that at least 3 people need to leave Finance

Thy agreed to leave the Finance committee and join again once bylaws change

Kush asked what will change in the bylaws

Thy said she would like to see the Finance membership cap increased

Hiro volunteered to leave the Finance committee

Kush asked if there is a chance to get into Finance if there are no spots

Marco said that if Thy leaves, there should be enough room

Marco said that there must be only 5 people in Finance

Naeema pointed out that there will be 2 extra spots during Winter Quarter

La Donna expressed a concern that there are some senators that are on 3 committees

Naeema asked Chi which committees she wants to be on

Chi said she wants to be in ES and D&E

Kairav volunteered to not join Finance

#### **Business Items**

#### 1. INFORMATION/DISCUSSION/ACTION

**Title: Swear In New Senators** 

This item is to swear in New Senators
Presenter: Marco Monroy and Thy Doan

**Time: 10 Minutes** 

Chi, Kairav, Kush, and Michelle were sworn in as DASB Senators. Chi and Kairav were sworn in via Facetime and Skype.

Naeema moved to appoint Kush and Kairav to Admin and Finance, Chi to D&E and ES, Mickelle to Marketing and SRS

Mia seconds

No objections; motion passes

#### 2. INFORMATION/DISCUSSION/ACTION

**Title: Committee Chair Election** 

This item is to discuss and appoint Chair positions to each committee.

**Presenter: Marco Monroy** 

Time: 1 Hour

- Michelle has to leave early and requested to do the election for the Chair of Marketing first.
- Thao recommended that the Senate hears 3 minute speeches from each Chair candidate by committee, asks questions to each individual, and that the entire Senate vote on each candidate because it will allow for better representation
- Thy said that only the committee members should vote on who will be the Chair for that committee, because they will be working closely under their leadership
- Mina said that
- Naeema moved to have a 3 minute speech, questions for all candidates at once, and for the entire Senate vote for a chair
  - Seconded by
  - o Mina moved to end discussion

	Yes	No	Abstain	Left Early	Excused
Mina Aslan	X				
Michelle Bounkousohn	X				

Hanh Bui	X		
Ruiqi Fan	X		
Edgar Godinez	X		
Vin Gomez			
Mia Hernandez	X		
Maria Ho	X		
Hiro Ishikawa	X		
Naeema Kaleem	X		
Thao Le	X		
Nikko Mahatyanto	X		
Konrad	X		
Kelsey O'Maley	X		
Kush Patel	X		
Mary Rasooli	X		
Kairav Sheth	X		
Chi Tran		X	
Thy Doan	X		
Marco Monroy	X		

Marketing chair election Candidates: Michelle

#### • Michelle

- Speech
  - Marketing is a collaborative space
  - Team built on values of empowerment
  - Will integrate honesty, accountability into its work
  - Important to adhere to deadline
  - Identifies with process leadership, good with empathy
  - Wants to empower rather than control
  - WIll check in with each member
  - Wants to incorporate empathy and emotional intelligence
  - Is very understanding about people who need help

- Will give constructive criticism
- Previous head of graphics and print designer
- Proficient in many design programs

## Questions

- Thy: Are there any plans you have for Marketing before Fall?
  - Wants to help people with design programs, and get input on what the committee's vision will be for the year
- Thy: Previous chair of marketing left a letter about further goals for Marketing
- Pedro (public): It's hard to know what DASB is doing as a student, what do you want to do to make DASB more visible on campus?
  - Would like to print material and put up signage at remote points on campus

# Mia moves to elect Michelle Naeema seconded

	Yes	No	Abstain	Left Early	Excused
Mina Aslan	X				
Michelle Bounkousohn	X			4:30	
Hanh Bui	X				
Ruiqi Fan	X				
Edgar Godinez	X				
Vin Gomez					
Mia Hernandez	X				
Maria Ho	X				
Hiro Ishikawa	X				
Naeema Kaleem	X				
Thao Le	X				
Nikko Mahatyanto	X				
Konrad	X				
Kelsey O'Maley	X				
Kush Patel	X				
Mary Rasooli	X				
Kairav Sheth	X				

Chi Tran	X		
Thy Doan	X		
Marco Monroy	X		

Administration chair election

Candidates: Thao

- Thao
  - o Speech
    - During meeting, Thao was told to come to a meeting about criticisms of the structure of Senate
    - Became chair of Admin, didn't quite know what to do
    - This year, has new perspectives and understanding of needs of DASB
    - Excited to work with new Admin Committee
  - Questions
    - None

Naeema moves to elect Thao Mia seconds

	Yes	No	Abstain	Left Early	Excused
Mina Aslan	X				
Michelle Bounkousohn	X				
Hanh Bui	X				
Ruiqi Fan	X				
Edgar Godinez	X				
Vin Gomez					
Mia Hernandez	X				
Maria Ho	X				
Hiro Ishikawa	X				
Naeema Kaleem	X				
Thao Le	X				
Nikko Mahatyanto	X				

Konrad	X		
Kelsey O'Maley	X		
Kush Patel	X		
Mary Rasooli	X		
Kairav Sheth	X		
Chi Tran	X		
Thy Doan		X	
Marco Monroy	X		

Diversity and Events chair election Candidates: Hiro, Hanh (Skype)

#### Hanh

- Speech
  - Experience in D&E has given many reasons to run for chair
  - Would like to make interns a powerful part of D&E in order to have diverse perspectives of De Anza be heard in the committee
  - Will give interns the chance to be in charge and practice leadership
  - Intends to create a learning community
  - Notes that D&E usually does not talk about diversity, and that diversity is not only about race
  - Says that D&E can have events that focus on academy as well as cultural and diversity
  - Wants to address gender and race and take in more perspectives of student body

### Hiro

- Speech
  - Has previous experience in D&E, was an intern during Fall 2014, helped with Club Day, Meet Your Senators, each of the quarterly dances, and hosted the Dodgeball Tournament at which 100 people participates
  - Was also in Admin committee, and plans to use experience to assign interns to closely work with individual senators to create projects
  - Plans to use position to also promote DASB
- Questions
  - Thao to both: What makes the other candidate more capable?
    - Hanh: Hiro works very hard and focuses on his goals and visions.
    - Hiro: One time Hanh hosted a movie night to test run Project Phoenix, got a turnout of over 60 people. She does a good job of promoting DASB and

using creativity.

- Ruiqi to both: What is your plan for the Summer and Fall quarter?
  - Hiro: In Fall quarter, he would like to have 5 events: Freaky Friday Dance Party being one of them. Will create 5 teams to come up with projects. A student approached him about a TED Talk and would like to explore the possibility.
  - Hanh: During summer, will be in Vietnam and cannot do much. Will look to the interns to understand student desires and needs. The Dodgeball Tournament was an idea from an intern, and was very successful. Intends to host a dance party, and other nice events.
- Marco to Hanh: Will the fact that you will be away during the summer hurt D&E?
  - Hanh: Will lead meetings via Skype
- Mina to both: What will you do to work with other committees on events? Noted absence of collaboration during last year.
  - Hiro: This issue is not just within D&E, but all committees. Will encourage interns to attend events hosted by other committees.
  - Hanh: Will work to collaborate with other committees on planning and organization of events.
- Thao to both: What are the biggest reasons for events to not be successful, and how will you address them?
  - Hanh: Many events did not have enough people because they were not exposed to enough people, and students did not know that the event was happening. Important to promote events more widely. The Big Hero movie night had high turnout because of good promotion.
  - Hiro: Will work closely with the Marketing Committee to undertake promotion. Spring Dance only had around 20 people come because promotion began very late. We need to do research on when more students are available, and avoid midterms and finals, and to plan keeping in mind when students will show up.
- Chi: D&E is not only about events; how will you improve the diversity part of the committee?
  - Hanh: Diversity is a broad subject. Necessary to hear directly from students. Race is important to discuss.
  - Hiro: Has plan to bring Barack Obama and Stephen Hawking to De Anza. Last year was working to get speakers events, such as experts on diversity. Important to make the diversity of ideas and opinions on campus prominent on campus.

Thao nominates Hiro as Chair of D&E
Seconded by Kairav
Naeema moves to end discussion
No objections

Yes No	Abstain	Left Early	Excused
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Mina Aslan		X		
Michelle Bounkousohn	X			
Hanh Bui		X		
Ruiqi Fan	X			
Edgar Godinez	X			
Vin Gomez				
Mia Hernandez		X		
Maria Ho	X			
Hiro Ishikawa	X			
Naeema Kaleem		X		
Thao Le	X			
Nikko Mahatyanto	X			
Konrad	X			
Kelsey O'Maley		X		
Kush Patel	X			
Mary Rasooli		X		
Kairav Sheth	X			
Chi Tran	X			
Thy Doan			X	
Marco Monroy			X	

Motion passes 11-6 with 2 abstentions

Environmental Sustainability Committee chair election Candidates: Mia

• Mi

# o Speech

- Environmental sustainability is about allowing people to live well using the resources you have
- Create spaces that thrive and working with each other
- Worked with ES over previous year
- Values spaces where people feel comfortable to express their ideas and

make them a reality

- True collaboration allows people to be heard equitably
- Wants to connect ES to other organizations, staff, and students

#### Questions

- Member of public: ES is currently a small group, what will you do to accommodate this?
  - Mia: Firstly, it is important to include other sustainability groups, like DASA. Need to reach out to make those connections. Last year worked with Diana in the Kirsch Center Garden. Interested in inviting many community Members to the meetings and to hold meetings at places like the KC Garden.
- Marco: What are the most important things to promote sustainablty?
  - It's important to show students examples through events, current projects
  - EcoFund will assist with funding sustainability projects

# Naeema moved to elect Mia as chair of the ES Committee Seconded by Kush Thy moves to end discussion Naeema seconded

	Yes	No	Abstain	Left Early	Excused
Mina Aslan	X				
Michelle Bounkousohn	X				
Hanh Bui	X				
Ruiqi Fan	X				
Edgar Godinez	X				
Vin Gomez					
Mia Hernandez	X				
Maria Ho	X				
Hiro Ishikawa	X				
Naeema Kaleem	X				
Thao Le	X				
Nikko Mahatyanto	X				
Konrad	X				

Kelsey O'Maley	X		
Kush Patel	X		
Mary Rasooli	X		
Kairav Sheth	X		
Chi Tran	X		
Thy Doan	X		
Marco Monroy	X		

Mina moves to extend time by 30 minutes Naeema seconded No objections

Finance chair elections Candidates: Edgar, Naeema

- Edgar
  - o Speech
    - Wants to help DASB fund students. By analyzing budgets and funds, we can seriously benefit students by funding programs adequately.
    - Wants to give everyone equal opportunities to be funded
    - Would like to work closely with other committees
    - Will find new sources of revenue for DASB
- Naeema
  - Speech
    - 1 year of experience working as an intern and then senator
    - Understands financial procedures and ways to improve funding
    - Reached out to programs to understand their funding needs
    - WIll apply experience communicating with campus programs to chair position
    - Very task oriented, will help members be familiar and practice equity
    - Committee needs to take time to really understand budgeting
    - Wants to follow up with programs to make sure that students are benefitting
    - Cater to specific needs of programs
    - Plans to analyze the budget carefully
    - To address political bias: will not allow this bias to affect behavior as chair, and will take time to understand the actual numbers
    - Aim is to understand how funding will affect the average question
  - Ouestions
    - Mina to both: What is a quality the other candidate has that will make

them a better Finance Chair?

- Edgar: Naeema has more experience
- Naeema: Edgar is objective and unbiased when making decisions
- Ruiqi to both: To fund certain programs, you may need to cut certain programs. How will you make those decisions?
  - Naeema: Need to take into account the impact and vision of each program
  - Edgar: Have to do adequate auditing, and understand when cuts have to be made
- Mina to John: how important is knowledge of accounting?
  - Not really necessary, that work is done by the Accounts Office
- Ruiqi to both: What are your plans to increase revenue?
  - Edgar: Would like to increase revenue, does not have plans, but would like to hear from committee members in a democratic way
  - Naeema: Lots of budget requests from last year to special allocations, will look to Foundation, and to fundraising events such as shows and galas.
- Mina to Naeema: In the case that funding is between a familiar program and a program you've never heard of, what would you do to make that decision?
  - Would spend time with program, understand their vision, and really take seriously the opinions of Finance members
- Thao to both: What does objectivity and being unbiased mean, and how important is that to being Chair?
  - Edgar: Objectivity is important to give equal opportunity to each program.
  - Naeema: Being biased is a result of being connected to certain programs, which you must do to have a good sense of the campus.
- Thy to both: How will you divide the responsibilities of Finance among the committee?
  - Naeema: The budget communications has to coordinate 2 field trips to programs, wants to increase that number. Last year, program visits were assigned 10 per senator, which worked well. Interns did not have much to do last year, could take more leadership as long as they are trained properly.
  - Edgar: Taking into consideration of each committee member's desire to participate. Necessary to divide so nobody has to do a lot of work.

Mina nominates Naeema for Chair of Finance Kush seconded

Mina said that her friendship is not affecting her decision and has been conflicted about the decision for a long time. Says that Naeema has put enough time into understanding and analyzing her biases for it not to be an issue. You need to care about the programs to care about the numbers, which many did not in the last year's Finance Committee.

Thy agrees with Mina, and believes that Edgar would work well as a Vice Chair to balance it out.

Hiro expressed concern that she is committed to being Vice Chair and Secretary.

Naeema said that she took the positions with the Chair position in mind, and that they would only add 3 meetings per month. Is structuring other commitments to work.

Kush moved to end discussion Mina seconded

	Yes	No	Abstain	Left Early	Excused
Mina Aslan	X				
Michelle Bounkousohn	X				
Hanh Bui	X				
Ruiqi Fan	X				
Edgar Godinez	X				
Vin Gomez					
Mia Hernandez	X				
Maria Ho	X				
Hiro Ishikawa		X			
Naeema Kaleem	X				
Thao Le	X				
Nikko Mahatyanto	X				
Konrad	X				
Kelsey O'Maley	X				
Kush Patel	X				
Mary Rasooli	X				
Kairav Sheth	X				
Chi Tran	X				
Thy Doan	X				
Marco Monroy			X		

Students Rights and Services chair election Candidates: Mina

- Mina
  - Speech
    - Was intern and senator for SRS during last year
    - Understands that each person has a different leadership style, and has to take a certain role
    - SRS is an essential part of DASB, in working with programs
    - Has worked with Office of Equity, for peer counseling, and for campus safety
    - Wants to work 'outside more than inside' by asking students what they want to see and bringing that into the work of DASB
    - Will use good support systems to encourage strong work
  - Ouestions
    - Thy: Are there any mistakes that helped you learn more about yourself and to improve?
      - Work was sometimes not delegated appropriately and work sometimes did not get done. Did not pull her end of the bargain at Tent City, and wants to prevent that confusion in the future. Will ask questions and take on exactly what she can do, and will be honest when she can't take too much on.
    - Ruiqi: What will you do to help international students to know their rights?
      - Needs to address accessibility, especially with MyPortal
      - Will push to create sections on the DASB website for international students
      - Create ways for international students to easily contact DASB Senate

Naeema moves to elect Mina as SRS Chair

Thao seconded

- Chi: How will you strengthen the connection between DASB Senate and students
  - Will simply be available to be talked to and for the committee to make personal connections with students. Would like to make the student concerns box more prominent and accessible.

Thao moves to end discussion Naeema seconded

	Yes	No	Abstain	Left Early	Excused
Mina Aslan	X				
Michelle Bounkousohn					
Hanh Bui	X				
Ruiqi Fan	X				
Edgar Godinez	X				
Vin Gomez					
Mia Hernandez	X				
Maria Ho	X				
Hiro Ishikawa	X				
Naeema Kaleem	X				
Thao Le	X				
Nikko Mahatyanto	X				
Konrad	X				
Kelsey O'Maley	X				
Kush Patel					
Mary Rasooli	X				
Kairav Sheth	X				
Chi Tran	X				
Thy Doan	X				
Marco Monroy			X		

Motion passes unanimously with 1 abstention

Naeema: Legislative Affairs Officer will represent the DASB in SSCCC and become part of the Executive Board, will serve as a delegate to other organizations on and off campus, attend the FACCC A&P conference, and will bring projects and proposals to the DASB Senate from SSCCC

Legislative Affairs Officer election

Candidates: Mary

- Mary
  - Speech
    - Wants to represent at the state
    - Plans to have a strong voice at meetings, and have De Anza be consistent and present at the state levels
    - Will look for opportunities to involve students in decision making
  - o Questions
    - None

Thy moves to elect Mary as LAO

Naeema seconded

Naeema: because of experience as LAO last year, believes that Mary will be successful as an LAO

Naeema moves to extend time by 7 minutes

Mina seconds

No objections

Mia moves to end discussion

Mina seconded No objections

	Yes	No	Abstain	Left Early	Excused
Mina Aslan	X				
Michelle Bounkousohn					
Hanh Bui	X				
Ruiqi Fan	X				
Edgar Godinez	X				
Vin Gomez					
Mia Hernandez	X				
Maria Ho	X				
Hiro Ishikawa	X				
Naeema Kaleem	X				
Thao Le	X				
Nikko Mahatyanto	X				
Konrad	X				

Kelsey O'Maley	X		
Kush Patel			
Mary Rasooli	X		
Kairav Sheth	X		
Chi Tran	X		
Thy Doan	X		
Marco Monroy		X	

Motion passes unanimously with 1 abstention

# 3. INFORMATION/DISCUSSION/ACTION

**Title: Senate Office Upkeep** 

This item is to discuss senate office upkeep.

**Presenter: Naeema Kaleem** 

Time: 15 minutes

#### Naeema:

Senate office is smelly and gross. Created schedule for next 4 weeks on which committee will clean the office.

Week 3	Finance
Week 4	ES & Marketing
Week 5	Admin
Week 6	D&E

Schedule is posted on Google Drive and in the Senate Office.

#### Thao:

Office cleanup includes cleaning the microwave, putting items in the lost and found box, putting pens, pencils, and markers away, cleaning windows if they are dirty, and vacuuming the office carpet. Generally make sure everything is in its place. Not necessary to take out the trash.

## 4. INFORMATION/DISCUSSION/ACTION

**Title: Google Drive and Organizational Accounts** 

This item is to discuss the senate's Google Drive and organizational accounts.

**Presenter: Marco Monroy** 

Time: 15 minutes

Naeema:

There is a folder for each committee in the Drive folder. Please put minutes and agendas in the Drive folder. Members of the public can view the folder if provided the link. Governing docs like bylaws and constitution are also on there.

Please make sure to put your contact information into the Contact Info document. Ask Naeema or Arjun if you need help with using Google Drive

Thao:

Use Doodle as a scheduling tool.

Arjun:

When 2 Meet might be a better solution, recommends that it is looked into since it is easier to use.

#### 5. <u>INFORMATION/DISCUSSION/ACTION</u>

Title: Short and long term goals and projects

This item is to discuss senate short and long term goals and projects.

**Presenter: Marco Monroy** 

Time: 30 minutes

Marco: This item was to speak about our goals for our terms, but it would be best to discuss this when there are more people present.

Mina moves to table the business item

Naeema seconds

Naeema moves to end discussion

Mina seconds No objections

#### **Public Announcements**

John: What is the summer meeting schedule?

Marco: Each Wednesday at 3:30

John: When scheduling Finance meetings, make sure to include Lisa Kirk and Brett

Watson

Naeema: Finance will be discussing meeting times soon

<u>Please note: Members of the public are limited to two minutes. The Senate cannot take actions or respond to items during public announcements.</u>

Senate Announcements

Mina to Thy: When will we organize External Committee meetings?

Thy: Speaking to Kevin, would like to do signups at the next meeting

Naeema: Previous senate Google Drive has an organized list

John: External committees are listed in the Bylaws

Thy: Event at 7:30 tonight to protest exploitative landlord on William Street in San Jose

<u>Adjournment</u>

5:59 PM