Student Senate of Chabot College  
Meeting Agenda  
Monday, December 5, 2016  
Time: 3:00 PM  
Board Room

1. Organizational Items

1.1 Call to Order

1.2 Roll Call

<table>
<thead>
<tr>
<th>Executive Council</th>
<th>Representative Council</th>
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<tbody>
<tr>
<td>President</td>
<td>Ben Nash</td>
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<tr>
<td>Vice President</td>
<td>Sheila Mayorga Ramirez</td>
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<tr>
<td>Finance Director</td>
<td>Param Singh</td>
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<tr>
<td>Inter Club Council Chair</td>
<td>Nishan Jones</td>
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<tr>
<td>Legislative Director</td>
<td>Ross Collier</td>
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<tr>
<td>Events Coordinator</td>
<td>Sharon Deng</td>
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<tr>
<td>Communications Director</td>
<td>Margaret Moore</td>
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<tr>
<td>Secretary</td>
<td>Gagan Chahal</td>
</tr>
<tr>
<td>Representative-at-Large</td>
<td>Theresa Pedrosa</td>
</tr>
<tr>
<td>Student Trustee</td>
<td>David Truelove</td>
</tr>
</tbody>
</table>

1.3 Recognition of Quorum

2.0 Approval of Minutes from 11/7/16 and 11/21/16 SSCC Regular Meetings

3.0 Adoption of Agenda

4.0 Public Comments

The Student Senate of Chabot College requests that the public speak at this time. Any person wishing to address the Senate on any matter of concern not stated on the agenda is requested to put their name on the Public Comments Sign-in Sheet before the start of the meeting. Each person is given three minutes to speak. The law does not permit any action to be taken, nor extended discussion of any items not on the agenda, except under special circumstances as deemed by the presiding officer. The Senate may briefly respond to statements made or questions posed, however, for further information, please contact the SSCC President for the item of discussion to be placed on a future agenda.
5.0 Oral Reports
SSCC Executive Council
SSCC Representative Council
SSCCC Region IV Representative
Faculty Advisor
Student Life Director

6.0 New Business

6.1 Improvement to Communication Plan
   Discussion
   Guisselle Nunez

6.2 Hiring of SSCC Office Manager/Assistant
   Action
   President Nash

6.3 High School Outreach Ad Hoc Committee
   Action
   Representative Campos

6.4 Second Reading of Bylaws - Entire Document
   Action
   Bylaws Committee

6.5 Region IV Meeting
   Action
   Representative Diep

6.6 Open Forum and General Assembly
   Discussion
   President Nash

7.0 Good of the Order

8.0 Adjournment

The SSCC meets every 1st, 3rd and 5th Monday of the month in the Board Room. Any person with a disability may request this agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting to the Office of Student Life, Room 2355, 25555 Hesperian Boulevard, Hayward, CA 94545, between 9:00 AM and 5:00 PM at least 48 hours before the meeting.
Agenda Proposal

Item: 6.1

From: Guisselle Nunez, Director of Public Relations, Marketing & Gov't Relations

Subject: Improvement to Communications Plan

BACKGROUND:

The SSCC Communications Committee has expressed interest in improving outreach to students on and outside of campus, through such outlets as social media and our website.

Guisselle Nunez, from our district offices, is familiar in this area and has offered her assistance.

RECOMMENDED ACTION:

None.

SSCC USE ONLY

Moved by: _____ Seconded by: _____

Disposition: ____ Other: ____
Agenda Proposal

Item: 6.2

From: President Nash

Subject: Hiring of SSCC Office Manager/Assistant

BACKGROUND:

The SSCC has struggled this semester to keep our Advocacy Office staffed, our website updated and our social media presence alive. The hiring of an office manager would help alleviate the burden of these duties. Additionally, an office manager can keep active digital and hard copies of our documentation—including pictures from events, committee minutes and schedules. The position will be advertised to Chabot students for the Spring Semester.

RECOMMENDED ACTION:

Approve the hiring of an office manager and for funds from our budget to be spent on this position.

SSCC USE ONLY

Moved by: _____ Seconded by: _____

Disposition: _____ Other: _____
Agenda Proposal

Item: 6.3

From: Representative Campos

Subject: High School Outreach Ad Hoc Committee

BACKGROUND:

Representative Janet Campos has made efforts to improve the perception of and information about Chabot College. Furthermore, Representative Campos wishes to work directly with local high school counselors as they prepare students for higher education. A request for an ad hoc committee will now be discussed.

RECOMMENDED ACTION:

Approve the High School Outreach Ad Hoc Committee.

SSCC USE ONLY

Moved by: _____ Seconded by: _____

Disposition: _____ Other: _____
Agenda Proposal

Item: 6.4

From: Bylaws Committee

Subject: Second Reading of Entire Bylaws Document

BACKGROUND:

The Bylaws Document can be found here: https://docs.google.com/document/d/12VQH46fGo3LiH3yfB6mk92gNH1di1O2demi7bICtKNg/edit?usp=sharing

Senators have been given time to read the document. We will now have our second reading, discuss any amendments and vote on approval of the document.

RECOMMENDED ACTION:

Approve the Bylaws Committee Recommendations.

SSCC USE ONLY

Moved by: _____ Seconded by: _____

Disposition: _____ Other: _____
Agenda Proposal

Item: 6.5  10 minutes

From: Representative Diep

Subject: Region IV Meeting

BACKGROUND:

Chabot College is hosting the next Region IV meeting on Friday, December 16, 2016. Chabot is one out of thirteen schools that make up Region IV. Region IV is one out of ten regions within SSCCC (Student Senate of California Community Colleges) and deliberate how to effectively serve the students. We estimate 25-30 people for the meeting (13 delegates and 8 Executives).

Option 1: Menu #1

Mediterranean Buffet - $15.45/person plus tax ($16)*30=$480
Tuscan Salad, Cheese Tortellini, Penne Pasta, Marinara Sauce, Alfredo Sauce, Sliced Chicken Breast, Grilled Vegetable, Dinner roll / butter Water Dispenser, Assorted brownies for dessert
Contingency:$100
Total:$580

Option 2: Menu #2

Holiday Buffet - $16.95/person plus tax($17)*30=$510
Holiday Mixed Green Salad, Turkey, Ham, Turkey Gravy, Cornbread Stuffing, Mashed Potatoes, Green Beans, Cranberry Sauce, Dinner rolls w/butter, Assorted Brownies, Water Dispenser
Contingency:$100
Total:$610
Option 3: Outside Catering (e.g Costco Pizza, snacks and drinks):

Costco Pizza-$12*5 boxes=$60
Snacks (e.g Chips, Fruit snacks)-$12*3 bags=$36
Water:$6
Contingency:$100
**Total:** $252

**RECOMMENDED ACTION:**

Vote on the option that best suits the need for this event.

SSCC USE ONLY

Moved by: _____  Seconded by: _____

Disposition: _____  Other: _____
Agenda Proposal

Item: 6.6  20 minutes

From: President Nash

Subject: Open Forum and General Assembly

BACKGROUND:

The Senate should now take time to discuss goals and improvements for next semester, resolvable issues from this semester and any other matters of importance. Director Collier and Chair Jones may also take a part of this time to give their reports from General Assembly.

RECOMMENDED ACTION:

None.

SSCC USE ONLY

Moved by: _____  Seconded by: _____

Disposition: ____  Other: ____