



DASG SENATE MEETING MINUTES

Wednesday, February 2, 2022

4:00 pm

Remotely Via Zoom

Chair: Anahí Ruvalcaba

Contact: dasgpresident@fhda.edu

Dennis Shannakian (he/him/his) is inviting you to a scheduled Zoom meeting.

Topic: DASG Senate Winter 2022

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Time: This is a recurring meeting Meet anytime

Join Zoom Meeting

<https://fhda-edu.zoom.us/j/92100643259?pwd=Qm51K1NTd1JSWTc2TDFhbnhFeW5ZQT09>

Meeting ID: 921 0064 3259

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Call to Order

⇒ Fiza S called this meeting to order at 4:02 PM.

Roll Call

First Name	Last Name	Present	Excused	Absent	Late
Anahi	Ruvalcaba		X		

Sharon	Utomo	X			
Helya	Bahari	X			
Sunnie	Chen				X
Catherine	Le				X
Afizah	Ghazali				X
Erin	Valdecanas	X			
Justin	Toh	X			
Anya	Bergstrom	X			
Adel	Burieva	X			
Anita	Chamraj	X			
Mohamad	Elmashad	X (left early)			
Nicole	Howard		X		
Saskia	Latievarya		X		
Sara	Sangari	X			
Ivy	Sim	X			
Fiza	Syed	X			
Joandra	Teja	X			
Alexander J	Tjahjadi				X

Peter	Tran	X			
Jason G	You	X			
Jason	You				
Michelle	Fernandez	X (left early)			
Luiza	Eloy	X			
Amy	Huang	X			
Khanh	Ngo	X			
Dmitri	Yanovsky		X		

Approval of Minutes

- ⇒ January 26, 2022
- ⇒ Moved by Anita C, Seconded by Adel B. No objection.

Public Comments

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- ⇒ Jenn G: Jenn Galinato, Vice President of Regional Affairs
- Email: vpri@ssccc.org
- Phone Number: (916) 296-1866

SSCCC Opportunities:

- Caucuses: <https://ssccc.org/get-involved/caucuses/> or get in contact with the VPRA
- General Assembly: <https://ssccc.org/news-events/events/2022-general-assembly/>
- Participatory Governance Committees: <https://ssccc.org/get-involved/participatory-governance.html>
- Mandatory Delegate Resolutions webinar: Thursday, March 24th from 4:30 P.M. to 5:30 P.M. (<https://cccconfer.zoom.us/my/radhill>)
- March in March: Tuesday, March 15th (Contact the LAD at ladregioniv@ssccc.org or the VPLA at vpri@ssccc.org)
- Student Forum webinar series: Tuesday, February 8th at 5:00 P.M. to 6:30 P.M. on Non-Traditional Students (<https://cccconfer.zoom.us/j/96671686244>)

Regional Opportunities:

-Regional Executive Officer Vacancies and internal committees: Contact the VPRA or RAD at radregionv@ssccc.org

- ⇒ Justin T: Malaysian and Singapore Student Association questioned why they were excluded in the Lunar New Year Post. Who was in charge of writing it and how was this issue overlooked?
- ⇒ Luiza E: MnC designed the graphics and responded to student's concerns regarding the post. The content was written by DnE. Contacted officers from each of the cultural clubs. This was an oversight issue and will ensure to do more research and triple check next time.

Advisor Announcements

Please note: Advisors are limited to two minutes. The Senate cannot take action or respond to items during Advisor Announcements.

- ⇒ Maritza A: Student Spotlight nominating yourself or someone else to share about what we do in the DASG to advertise why we had to extend election deadline.
The Scoop Student Leader Spotlight Submission Form:
<https://forms.office.com/r/BYDv8AYWvd>
Sign up to receive The Scoop: OCL Weekly Newsletter <http://eepurl.com/hqcobb>
Student Health Services COVID testing kits for STUDENTS, testing kits do expire, make sure they don't go to waste. Pick up testing kits on Mondays 9AM – noon. Photo ID, CWID. <https://www.deanza.edu/healthservices/covid-19.html>
- ⇒ Anita C: I noticed on the website it says that you need a photo id. Does it have to be De Anza ID or just any ID?
- ⇒ Maritza A: I believe just a photo ID, and then you'll need to also have your CWID number. Student ID anytime Tuesday, Thursday 10 am – 2 pm.

Senate Announcements

Please note: Senators are limited to two minutes. The Senate cannot take action or respond to items during Senate Announcements.

- ⇒ Luiza E: Read apology letter for oversight on the Lunar New Year post. They have taken down the post, put up an apology post, and will release updated Lunar New Year post when they have the total and correct information.
- ⇒ Jason Y: USF Lunar New Year Event over the weekend had 300 + participants

Student Trustee Announcements

Please note: The Student Trustee is limited to ten minutes. The Senate cannot take action or respond to items during Student Trustee Announcements.

- ⇒ Michelle F:
Board national legislative conference for community colleges in Washington DC
Town hall with Chancellor and President on February 23, 2022 from 5-6 PM speaking on behalf of the state and district of colleges

Shared Governance Reports

- ⇒ Luiza E: DDAC met first time in a year. Working on organizing mental health workshop for faculty and staff from burnout and COVID workload. AP 4130 more inclined on including student on faculty hiring committee. Questions include what kind of student discussion, include wording requirements.
- ⇒ Anya B: Campus Facilities Campus current building infrastructure and construction, include gender neutral restrooms, HERF funded projects, new mural on campus from art students.
- ⇒ Anita C: IPBT draft program review document, resource allocation impacts classified professionals' presentation.
- ⇒ Adel B: Discussed students participating in hiring committee.
- ⇒ Maritza A: Don't have senator for classified senate. Restructure given president leaving, reevaluating equity action plan, guest, will bring up what was mentioned in equity action council.
- ⇒ Luiza E: Classified Senate: every Tuesday at 2 PM.
- ⇒ Sara S: Is there an email template for elections?
- ⇒ Dennis S: <https://www.deanza.edu/dasg/elections/>
- ⇒ Maritza A: Question for Elections: Will there be more info sessions? For those looking to apply but who didn't make it to the previous ones?
- ⇒ Fiza S: We will host more info sessions; I'll coordinate with Dennis regarding dates

Inter Club Council Reports

- ⇒ Justin T: ICC updating its code to align with DASG codes.

Internal Committee Reports

- ⇒ Fiza S: Election, application extended deadline to Feb 14.
As requested, this is a summary of Anahi and I's conversation with President Lloyd this morning regarding OChem Student Concerns: We explained the situation, as well as the conversation from last week's Senate meeting. We requested President Lloyd to allow the Chemistry department to offer online classes for the Spring quarter to increase accessibility and make it equitable. President Lloyd agreed to look into this matter by speaking to the VP of instruction if anything can be done since the Spring schedule of classes is already out. He said he will also speak to De Anza's Health Services to see if covid protocols are being implemented when it comes to students/ professors testing positive. He said he would return back to us when we meet next which is Feb 14.
- ⇒ Anita C: ES pick up this week
- ⇒ Erin V: LAC bylaws to include regulations for office hours, letters to administration.
- ⇒ Sharon U: Finance budget stipulations changes and volunteers for Student Discount Project.
- ⇒ Luiza E: EnD projects document work in SJ, housing updates measures G and H from 2020, met with BSU for Feb 25 hour long event.
- ⇒ Helya B: SSF flyer & planning resource fair.
- ⇒ Sunnie C: Logo draft Office of Communications, Canvas Shell next steps videos, subcommittee market and organize student discounts.

- ⇒ Justin T: FM looking for tents borrowed from ICC. They are working on the rubric for hiring student helpers, start interviewing people, reminder of 3 reserved spots for DASG senators, first week of April re open flea market.

Consent Calendar

1. Appoint Bianca Chen as an intern for DASG Marketing and Communications Committee
2. Appoint Amy Huang to DASG Marketing and Communications Committee
3. Appoint Amy Huang as DASG Public Relations Officer
4. Appoint Sunnie Chen to Guided Pathways at De Anza
5. Appoint Amy Huang to Guided Pathways at De Anza
6. Appoint Michelle Fernandez to the Legislative Affairs Committee
7. Appoint Aryayeshu Singh to Finance Committee as an Intern
8. Appoint Isaac Lim to Finance Committee as an Intern
9. Appoint Ananda Dewayani as an intern to Finance Committee
10. Appoint Mohamed El Mashad to Finance Committee
11. Appoint Alexander Jason Tjahjadi to Finance Committee
⇒ Moved by Anita C, seconded by Erin V. No objections.

Business Items

1. INFORMATION/DISCUSSION/ACTION

Title: Consideration of Continuing Virtual DASG Senate and DASG Committee Meetings Under the Provisions of Assembly Bill 361 or Returning to In-Person Meetings as of February 2022

This item is to approve of continuing to meet remotely or return to meeting in person beginning Tuesday, February 1, 2022.

Presenter: Dennis Shannakian

Time: 5 minutes

- ⇒ Dennis S: Move to have the DASG Senate and its Committees continue to meet remotely in accordance with Assembly Bill 361 for the month of February due to the continued state of emergency.

OR

Move to have the DASG Senate and its Committees resume on-campus meetings.

- ⇒ Luiza E: Moves to have the DASG Senate and its Committees continue to meet remotely in accordance with Assembly Bill 361 for the month of February due to the continued state of emergency. Seconded by Sharon U. No objections.

2. INFORMATION

Title: 2021-2022 DASG Budget- Fund 41 (General Fund)

Description: This item is to present the 2021-2022 DASG Budget for Fund 41.

Time: 20 minutes

Presenter: Sharon Utomo

- ⇒ Michelle F: Why does the elections committee have \$1500 for supplies? Assume it would be 0 since online.
- ⇒ Sharon U: Organizations that did not request a new budget were listed the same funding requests as the previous year.

- ⇒ Dennis S: Budget for next year. There were costs this year despite being online. Supplies expenses were used to reimburse candidate expenses within Election's code for campaigning.
- ⇒ Anita C: Classified professionals salary covered by school or DASG?
- ⇒ Sharon U: Some we cover partially.
- ⇒ Sara S: In the case that the senate were to be paid a stipend, where would it come out of?
- ⇒ Sharon U: Hyon Chu B said we're going to try to find funding from elsewhere.
- ⇒ Dennis S: May have to come out of Fund 41 if not from other funds.
- ⇒ Anita C: ES Outdoor Area requested \$24,000 and why finance decide to grant \$0?
- ⇒ Sharon U: Instructional material. Finance committee decided that this should be school funded.
- ⇒ Luiza E: Why was Cross Cultural Partnership Food Refreshment: \$0?
- ⇒ Sharon U: Previous year, they only used \$0.
- ⇒ Fiza S: During budget interviews, finance was only able to speak to an advisor from CCP.
- ⇒ Luiza E: Cross Cultural Partnership Technical & Professional Services \$0?
- ⇒ Sharon U: Technical & Prof Services funds were going to be used for IT Consultant to update CCP operating system. Not listed under critical object code.
- ⇒ Peter T: Can request from college, not DASG.
- ⇒ Luiza E: Moves to extend by 5 min, seconded by Anita C.
- ⇒ Sharon U: Special allocations is savings in case programs request for more money like unexpected funds. Any programs can request from special allocations including DASG committees.
- ⇒ Afizah G: My mic isn't working well, but what was the deciding factor on the EcoFund request?
- ⇒ Sharon U: Fund it same as this year because budget did not expand for next year. Wanted to match as much funds from last year.

3. INFORMATION

Title: 2021-2022 DASG budget-Fund 46 (Student Representation Fund)

Description: This item is to present the 2021-2022 DASG Budget for Fund 46.

Time: 15 minutes

Presenter: Sharon Utomo

- ⇒ Sharon U: Special Allocations Fund 46 remainder \$10,978.41. Leadership conference under this fund for CCSAA and SSCCC.
- ⇒ Amy H: Did DSPS not request or is this supposed to the college's budget allocation?
- ⇒ Luiza E: I thought I heard that they didn't.
- ⇒ Sharon U: SSCCC said they would help with registration for leadership conference.
- ⇒ Sara S: As VIDA Office Staff Intern for a year, there is concern that people will not be able to take this opportunity if they have to look elsewhere to support themselves or family. Student payroll budget only granted half of what was requested. As well in Public Policy School. Reconsider recommendation, amazing program.
- ⇒ Dennis S: Finance budget deliberations have ended, but next week is discussion and advocacy for changes will take place.
- ⇒ Sharon U: Exact same application request as last year, granted them the same. Public Policy School increased \$2k budget.
- ⇒ Dennis S: Give half Student Services Representative Fee budget goes to the state. Senate Budget Deliberations next couple of weeks. List of accounts to cut, take from pool of cuts/allocations, list of accounts to add money too, revisit each account one by one. Budget takes 2 votes. First vote is Discussion/Action item. Then a second Discussion/Action item to then confirm the vote. Any changes must need a second vote in the following week. Meeting times will run long.
- ⇒ Sunnie C: What happens if there are time conflicts with classes after meetings?

- ⇒ Hyon Chu B: Contact professors for arrangements. Operating on a timeline, the budget must be presented to the Board of Trustees first week of May.
- ⇒ Amy H: DASG lounge open until 9 pm next week. After 5 PM you cannot enter the school.

4. INFORMATION/DISCUSSION

Title: Letter to Administration

Description: This item is to review and sign a letter to the administration regarding De Anza's Covid response and remote learning.

Time: 15 minutes

Presenter: Erin Valdecanas

- ⇒ Luiza E: Recommended changing wording of everybody to the majority of students.
- ⇒ Alexander Jason Y: Include that the 77% statistic was taken from a pool of 200 students.
- ⇒ Erin V: Place this on the senate agenda next week to be an action item. However, Town Hall meeting is on February 11, wanted to send out letter to give more notice.
- ⇒ Lisa K: There can only be senate budget deliberation on the senate agenda for next week.
- ⇒ Sharon U: Agreed, this item might confuse guests that have come in for senate deliberation item.
- ⇒ Sara S: I think we should discuss doing an emergency meeting this Friday for the LAC letter because for the chancellor to receive our invitation it's better for there to be more notice. There would really be no point if they can't attend and this issue may go unnoticed. Could we discuss this at the end of the meeting?
- ⇒ Afizah G: Maybe we could discuss this during the exec meeting about having an emergency senate meeting to take action on the item? Just a suggestion.

5. INFORMATION/DISCUSSION/ACTION

Title: Town Hall

Description: Discuss about the finalizations of Town Hall on February 11th. Request senators to send emails to professors.

Presenter: Catherine Le

Time: 15 minutes

- ⇒ Catherine L: The purpose of the Town Hall on February 11th is to have answer from chancellor and president about COVID guidelines and plans. Heard from President, but haven't heard from chancellor. Senators send out emails to professors, an email template will be sent. Spreadsheet of all professors' names will also be created to avoid overlap of emails.

6. DISCUSSION/ACTION

Title: Academic Senate on Faculty Hiring Committees

Description: This item is to discuss the current district hiring procedure AP 4130 including but not limited to the recent proposal on not including students on the faculty hiring committees.

Presenter: Luiza Eloy

Time: 20 minutes

- ⇒ Erin V: Concerns include holding students accountable to stay for the whole year, make sure min requirements, from GPA to units being taken.
- ⇒ Sharon U: Talked to Mary Pape. So many steps in hiring process. Afraid that students do not have capacity to sit through the entire process for fair judgement.
- ⇒ Luiza E: For IPBT Faculty hiring, it took me ~1-2 meetings to understand.
- ⇒ Adel B: Options for student-inclusion language that we may want to add:
Current language (only allows for students to serve as full committee members)

Students may be included as full members of the hiring committee or in limited-capacity roles, such as giving input during interviews, teaching demonstrations or open forums.

Students can be included as full members of the hiring committee only if sensitive information such as address and other contact information is removed by Human Resources from all application materials before they are made available to the committee.

Alternatively, students may serve on the hiring committee in a limited-capacity role where they will not have access to such application materials. Such roles may include giving input during interviews, teaching demonstrations or open forums.

Students may serve on the hiring committee only in limited-capacity roles, such as giving input during interviews, teaching demonstrations or open forums and may not be part of the initial screening of.

- ⇒ Justin T: Sitting hiring committee for FM coordinator, lots of steps in processes, attend equal hiring training, resumes, interview, and without guidance of Dennis and Hyon Chu would not have been fully prepared. Took quite a lot of training to get to that point.
- ⇒ Dennis S: Faculty hiring is even more complicated.
- ⇒ Luiza E: Paid position? Should be paid.
- ⇒ Sharon U: Clarify options on what they are voting on. Students should or should not be involved in the hiring process?
- ⇒ Luiza E: Yes, this acts as a supporting vote.
- ⇒ Sharon U: I move that DASG support the inclusion of students in the faculty hiring committee process.
- ⇒ Afizah G: Seconded. No objections.

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Student Trustee Announcements

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Introduction and Approval of Prospective Senators

- ⇒ Jenny Trinh, 4th senate meeting & 7 committee meetings & 1 subcommittee
- ⇒ Jessica Lukius, 4th senate meeting & 11 internal committee meeting & 1 subcommittee

Adjournment

⇒ Fiza S adjourns this meeting at 6:12 PM.

Upcoming Events