

BAKERSFIELD COLLEGE STUDENT GOVERNMENT ASSOCIATION

1801 Panorama Drive, Campus Center, Room 4 | Bakersfield, California 93305

DEPARTMENT OF FINANCE

Thursday, August 25th, 2016

3:30 – 4:30 p.m.

BCSGA Office Suite, CC4

1. CALL MEETING TO ORDER

The meeting was called to order by the chair, Director Zavala, at 3:30 p.m.

2. ROLL CALL*

A majority quorum must be established to hold a bonafide meeting

The following members were present: Director Zavala, Senator Montero Garcia

The following members were absent: None.

The following members were excused: Senator Graves

2/3 members were present, quorum has been met, and a bonafide meeting can be held.

3. AMENDMENTS TO THE AGENDA

The Senate will consider any amendments to the agenda.

In there being no objections, the agenda has been adopted.

4. PUBLIC COMMENT*

This segment of the meeting is reserved for persons desiring to address the Senate on any matter of concern that is not stated on the agenda. A time limit of three (3) minutes per speaker and fifteen (15) minutes per topic shall be observed. The law does not permit any action to be taken, nor extended discussion of any items not on the agenda. The Body may briefly respond to statements made or questions posed, however, for further information, please contact the BCSGA Vice President for the item of discussion to be placed on a future agenda. (Brown Act §54954.3)

None.

5. INDIVIDUAL REPORTS

The Chair shall recognize any officer of the Association, including the BCSGA Advisor, to offer a report on official activities since the previous meeting and make any summary announcements deemed necessary for no longer than five minutes.

a. Chair, Director Zavala

We will start having regular meeting times. We will be discussing the student handbook, concerning fees that we can charge as well as fees that we cannot charge. The discussion is meant to help us understand how we can help better the school. We will be going over a big manual that has the rules set forth for the fees we will go over.

b. BCSGA Advisor, Dr. Damania

I would like for this committee to help out with the Student Organization's budget that clubs put in along with their registration. Those will be on the website soon. Look over the budgets, and look for things that seem off, or alarming, or if there are things missing. Not in the sense of scrutinizing things that they want to spend money on. The budgets that have come in thus far do not have anything alarming. That way information can be brought to the director of the Student Organizations Department, and then he can go about talking to the president of that association. The chair sits on the Budget Committee. It is a very important committee. Make sure you bring information about that committee back to this table. The big thing is the KVC sticker and implementation. This has been a practice that happens in our office. I noticed this summer that the practice was not in your code. I thought this was a good way that it would sustain in your organization, and put it into code. Main difference is that the Director of Student Life had authority of whether or not a student got a refund for the KVC sticker. So because the KVC sticker comes into your funds, you should be able to decide if the refund occurs or not. The first two weeks of school, if a student comes in and wants a refund for a semester, they can get one. After the first two weeks, it was suggested that they file an appeal. The appeal gets brought before the committee, and then it is decided whether or not the student will receive a refund for the semester. We get quite a few that appeal for previous semesters as well. I suggest that you have the student in question come and meet with you, because their reasons are not always fully reflected in their appeal. Those are my updates, thank you.

6. FIRST READING OF LEGISLATION

The Senate shall read the legislation for the first time and then may choose to refer to committee.

a. S.B.###: Policy on BCSGA: KVC Discount Refunds

Discussion:

Director Zavala : This was proposed by Danyel. She is the D.A.3 for Student life. I am going to read through this. Please let me know if anything sounds like it needs to be changed, or rephrased, things of that nature. Right now, things are sent through Dr. Damania.

Dr. Damania : right now it does come to me because we are in the two weeks grace period. After that, it will go directly to your Director to be placed upon your next agenda. The grace period is in

practice, and it has been stated on the website. It just is not in your code just yet.
Senator Montero Garcia: Dr. Damania, what are the usual reasons that students request a refund?

Dr. Damania : What I have noticed more of the time is that they are not able to pay for it. Or that they do not find the incentives very useful. In previous semesters I have also seen that students did not know they paid for it, did not know about it, or did not use it.

Director Zavala : For some students it can appear as a hold on their account. So when they register for classes, Dr. Damania is this correct? If they do not pay this fee will they be dropped from their classes?

Dr. Damania : No, it is only for registration

Senator Cooper : The extra fees will hold things like your diploma. This will not drop you from your classes. Unless it is for the registration of classes themselves, then you will not be dropped from your classes for not paying the fee.

Director Zavala : There is a reason I am telling all of you this. When this goes to Senate, you will be the voice of this bill. I can be there, but you will have to try and get support around this bill. I think that this is a great thing to do. I believe that students should be able to get a refund. A lot of students pay this fee, and some really do not have a use for it. For example, online students do not want to pay for it because they will not have a use for it.

Dr. Damania : If a student does take time out of their day to come to the meeting, which should be taken into consideration of the appeal that it is an important matter. If they do have class during the meeting, I would ask that you ask for a statement from them. Maybe they have other important matters to attend to. I would suggest putting it into the agenda that if they show, they show up. If they do not show up, then the committee does not approve it. They can always re-appeal.

Senator Cooper: Is there a limit as to how many appeals can be submitted? I think that is something we should look into. I would give maybe 3 appeals.

Dr. Damania : I do not think it is, but you are welcome to add it in.

Director Zavala: I like that idea.

Director Montero Garcia : The 3 appeals, what does that mean? If they submit an appeal, and it does not pass the first time, does that mean they have 2 chances left to try and get it passed?

Senator Cooper : Yes. After the third attempt, if it does not pass, they can no longer appeal for that semester.

Senator Montero Garcia : Is there a limit on how far back a student can appeal?

Dr. Damania : I have seen students that have a hold on their account since 2002. They may have had a student activities fee for that long. It might not be in conjunction with the KVC program. I would say give them the opportunity to appeal whatever year they are seeking a refund for. More times than not, anything beyond 3 years or previous, the KVC Sticker was not really advertised well. We are doing a very good job now advertising the KVC and vocalizing the appeal process. If anything further back than 2014, when I got here, let it go. There is a huge possibility that they had no idea what it was.

Director Zavala : We would have five instructional days following the meeting to get back to the student. So that would be Monday through Friday. I think that is okay. Five instructional; days should be enough. That could also be considered, "business days," but we will keep it as, "instructional days," for now. Moving on to conditions. The Department of Finance will be the determining body for accepting or rejecting any appeals requests. The Director of Student Life will have the final say so.

Dr. Damania : More times than not, I will always agree with you. The reason I had that caveat put in there is because the student may be too abrasive, and I do not want to have this committee deal with it. Or maybe the student has disclosed something to me that may not be necessarily appropriate for this table to discuss. Those are the two main reasons why I might override this committee. Most of the time, your decision will be upheld.

Director Zavala : It says that the acceptance of an appeal does not mean that the entire amount will be refunded. Can you clarify that more Dr. Damania?

Dr. Damania : Say that a student is trying to go back as far as seven semesters ago. We might say that we will pay for 4 semesters if you paid for 3 semesters. It gives you room if you feel you need to bargain with the student. For an appeal, you would just have to approve or deny it, it does not go to the Senate.

Director Zavala : What about the policy?

Dr. Damania : This would need to go to Senate for approval. It would go through first reading, then second reading, or through fast-track. That way it can get embedded into COBRA. You would need to write a piece of legislation to go along with it.

Director Zavala : Seeing no more discussion on this, we will revise the SB## policy on BCSGA KVC refunds with adding that we will allow no more than 3 appeals for the student. I really want this. I want students to be able to get a refund, but I would also like for them to keep it.

b. Review of the: "Student Fee Handbook"

Discussion:

Dr. Damania : I am heading out soon, so one thing I suggest highly looking at and researching is the transportation fee. It would be great if we could connect that with the GET BUS. Everyone who has the KVC Sticker could ride the GET Bus for free. The second one is the campus center fee. During the retreat last weekend, Mr. Burke informed us that if we wanted to use the campus center fee to help Delano out, we would have to re-vote on that. So we already have the campus center fee. What I would like to do with the campus center fee is to be able to use some of that money to help out Delano for the events and stuff out there. We are not using student government funds, we would instead be using the campus center fees. We do collect a lot of funds for that in which we do not end up using. I would like to use some of that for Delano so that we can bring more events over there. Back to the transportation fee. With the Advancement Committee, I am in contact with the GET Bus. We are trying to create an M.O.U (Memorandum of Understanding), between BC and the Get Bus, but it is way too expensive to implement here. So implementing a transportation fee would be putting another thing that student can checkmark or not for transportation. This is what I am trying to work out with them. I am trying to have the dates for the pass run from August 15th to December 15th, and then January 15th to May 15th. During the summertime it would be a month pass. If we implemented things this way, the pass would be only to currently enrolled students. The next step would be for GET Bus to figure out how they will moderate the process. Maybe once the new student ID cards come in, that will be the next level to work from.

* Senator Cooper moved to extend the meeting time by 10 minutes. This was second by Senator Montero Garcia.

7. PUBLIC COMMENT

This segment of the meeting is reserved for persons desiring to address the Senate on any matter of concern that is not stated on the agenda. A time limit of three (3) minutes per speaker and fifteen (15) minutes per topic shall be observed. The law does not permit any action to be taken, nor extended discussion of any items not on the agenda. The Body may briefly respond to statements made or questions posed, however, for further information, please contact the BCSGA Vice President for the item of discussion to be placed on a future agenda. (Brown Act §54954.3)

None.

8. ADJOURNMENT

In there being no further business, the meeting was adjourned at 4:40 p.m.

Notes:

Unless otherwise marked by an asterisk, all agenzized items are action items upon which the Body may take action. Action items may be taken out of the order to be presented at the discretion of the Chair. BCSGA supports providing equal access to all programs for people with disabilities. Reasonable efforts will be made to provide accommodations to people with disabilities attending the meeting. Please call the Office of Student Life at (661) 395-4614 as soon as possible to arrange for appropriate accommodation.

Agendas are posted 72 hours before the meetings commences in accordance with the Ralph M. Brown Act.

Agendas are posted at the BCSGA bulletin board located in the Bakersfield College Campus Center and online at www.bakersfieldcollege.edu/bcsga

If you would like a copy of any of the agenda items listed, please contact Office of Student Life at 661-395-4614 or studentlife@bakersfieldcollege.edu.

