



ASSOCIATED STUDENTS OF NEW MEXICO HIGHLANDS UNIVERSITY  
Draft Meeting Minutes for Sunday, September 10<sup>th</sup> 2017

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### Call to order

ASNMHU Vice-President Ariadna Izaguirre called the meeting to order at 5:23 p.m. on Sunday, September 10<sup>th</sup> 2017.

### *Attendees Include:*

#### EXECUTIVES:

PRESIDENT LUJAN

VICE PRESIDENT IZAGUIRRE

SECRETARY CRAIN

TREASURE ROMERO  
MARTINEZ

PARLIAMENTARIAN  
GONZALES

PRO- TEMPORE GUTIERREZ

#### SENATORS:

ANDREGO

BROWNE

CASTILLON

CASTRO

ESPINOZA

ESTRADA

GARCIA

LOERA

LOPEZ

PEOPLE

TORRES

VENEGAS

### Members not in attendance

#### *Members not in attendance included:*

#### Senators

Drobnick

### General consent Items

No general consent items at this time.

## Participation/Announcements

No announcements or public participation at this time.

## Approval of the Agenda

Senator Castellon motions to approve the agenda with no changes, second by Senator People. 9 senators in favor motion passes, and agenda is approved.

## Approval of 8/27/17 Meeting Minutes

Senator Castellon motions to approve the 8/27/17 with changes to Senator Loera's name, second by Senator Estrada. 9 senators in favor motion passes, and agenda is approved.

## Appointment of ASNMHU Vacancies

President Lujan starts the section by reading the ASNMHU Constitution Article VI, Section 3, Subsection D:

*In the event of a vacancy in the Senate, the President shall appoint a member to the Senate upon recommendation of the Presidential appointments Committee and a two-thirds majority vote of the entire Senate.*

President Lujan states that she would like to refer to Parliamentarian Gonzales for a clarification of the portion of the ASNMHU Constitution. Parliamentarian Gonzales reads aloud Article VI, Section 3, Subsection D of the ASNMHU Constitution. Parliamentarian asks if there are any questions on the subsection of the constitution. The chair calls upon Senator People, who states that she thought that appointment was contingent upon the recommendation of the Presidential Appointments Committee. Vice President Izaguirre asks President Lujan to state the names of her nominations for the positions of Senator. First nomination is Miranda Andrego for the position of undergraduate Senator. President Lujan gives the floor to Miranda Andrego to allow for her to introduce herself. Pro- Tempore Gutierrez asks Nominee Andrego why the Presidential Appointments Committee did not receive a letter of interest from her. Parliamentarian Gonzales states Point Of Clarification that letters of interest are only required for vacancies for the office of Secretary or Treasurer and that letter of interest are not required for position of Senator. Chair asks for clarification of where that is being read from. Parliamentarian Gonzales reads Article VI, Section 3, Subsection C:

*In the event of a vacancy in the position of Secretary or Treasurer due to resignation or removal from office during the academic year, the vacancy shall be announced and posted. Notice to all students must be posted for 10 days. Letters of interest or resumes shall be submitted to the President and forwarded to the Presidential Appointments Committee for review and recommendation. The Presidential Appointments Committee shall provide nominations to the Senate. The Senate shall approve the final nominee by a two-thirds majority vote.*

Parliamentarian Gonzales then goes on to read Article VI, Section 3, Subsection D:

*In the event of a vacancy in the Senate, the President shall appoint a member to the Senate upon recommendation of the Presidential appointments Committee and a two-thirds majority vote of the entire Senate.*

The Chair then asks if the nominee's name was passed on to the Presidential Appointments Committee so that they could then recommend to the president. Parliamentarian Gonzales states that it was his understanding that Presidential Appointments Committee was to take the names of all proposed Senator at the last meeting. The chair then asks if it was officially communicated to the Presidential Appointments Committee. President Lujan states that because she was brought to the floor last meeting and that she believed that was a professional way to get the information to the Presidential Appointments Committee. The Chair ask that the Presidential Appointments Committee take into account what the President and Parliamentarian have said. President Lujan asks to request a motion for a vote to take place for the voting of the nominee. The chair opens the floor to a motion for a vote on the nominee. Senator Castillon Mentions that the Presidential Appointment Committee only received the requested documents from three individuals (Diana Venegas, Brianna Browne, and Sergio Izaguirre Castro) and as a committee the three applicants seem like very good candidates for Student Senate because they are all involved and have a clear idea of where they want to go on Student Senate. The committee agreed that they would only recommend the previous three to the Senate for approval. The chair asks how many vacancies there are currently. Parliamentarian Gonzales states there are 4 undergraduate vacancies and 1 graduate vacancies. The chair clarifies that the senate is currently focusing on the undergraduate vacancies. The chair then asks the committee to decide on another recommended nominee so that the Senate would have a full body. President Lujan asks the Presidential Appointments committee if the three names were put through the presidential appointments committee. The Committee responds that they were and that all three have been approved. The chair opens up the floor to a motion. President Lujan ask for clarification of the term recommendation. Parliamentarian Gonzales responds that according to Meriam-Webster the term recommendation is merely a suggestion. Senator Peoble asks for a definition of upon. Parliamentarian Gonzales states that upon is defined as a more formal word for the word on. Senator Peoble replies that it is synonyms with contingent. Senator Torres asks how many undergraduates are present who want to run for Senate. The chair responds 4 individuals are present. President Lujan asks the senate body that it is upon recommendation of the constitution that each senator shall be appointed by the student body and shall represent 100 students on campus and asks if Senate should be choosing who is appointed to Student Senate or if it should be the student body. The Chair clarifies that a special election was turned down last meeting. President Lujan responds that nowhere in the constitution does it state that a special election cannot be held so an executive ruling could indicate that a special election could be held. The chair ask President Lujan for the names of the four people she would like to nominate to student Senate. President Lujan states that she would like to nominate Katelyn Flores and Miranda Andrego. The chair opens the floor to a motion. Dr. Blea asks for a point of clarification as to how many vacancies the Senate are being stated. The chair responds 4 undergraduate and 1 graduate. Dr. Blea clarifies that according to enrollment there are 5 undergraduate vacancies and graduate students are 7 short of another graduate Senator. Senator Castillon states that as a graduate Senator there are 4 graduate Senators but Secretary Crain, Vice President Izaguirre, and Treasure Romero Martinez are also graduate students. President Lujan responds that the three executives do not have voting power. Senator Castillon states that he understands that but that there are 7 graduate students on Senate and if the graduate senators have trouble the executives would be more than willing to help. Senator Castillon

believes that student Senate does not need a fifth graduate senator. Treasure Romero Martinez asks for a point of clarification for Parliamentarian Gonzales of when assisting with the creation of the budget was the graduate senator stipends was an at large position factored in. Parliamentarian Gonzales nodded yes. The chair open up the floor to a motion. Senator People ask President Lujan if she wanted just the two people appointed. President Lujan states that she is considering a special election. Senator Torres states that he thinks that the undergraduate senator positions should be filled as soon as possible and also to consider the cost of a special election. The Chair defers to Treasure Romero Martinez when it comes to matters of money. Treasure Romero Martinez asks Dr. Blea if it would be possible for the special election to be added to the Homecoming ballot. Dr. Blea responds that the ballots have already been ordered so it is not possible to add the special election to the homecoming ballot. Treasure Romero Martinez states that it would cost \$800 out of the operations budget to hold a special election. President Lujan asks to refer to Parliamentarian Gonzales when it comes to the cost of the voting machine. Parliamentarian Gonzales states that no money would need to be spent on this election or possibly in the spring as Campus Life has been sent a template of a ballot of an online election and all that would need to be done is administrating this link. The Chair opens the floor to a motion. President Lujan states that she believes a special election would be the best choice because she believes that students should have the choice who serves on Student Senate. Dr. Blea asks for a point of clarification that at the last meeting a student by the name of Monica Pacheco who spoke whose name was also put forward. The chair opens up the floor to a motion. Senator Castillon asks if all four present were approved by the Dean of Students office. Dr. Blea nods yes. Pro- Tempore Gutierrez asks if the individual who was not at the meeting was approved. Dr. Blea Responds that Monica Pacheco is a first time freshman who is not subject to the GPA requirement but has been approved by the her office. The chair opens the floor to a motion.

Senator Castillon motions to vote the four nominees who are present (Miranda Andrego, Brianna Browne, Sergio Castro, and Diana Venegas) as Undergraduate Senators, second by Senator People. A roll call vote is conducted as per Roberts Rules of order. 9 senators in favor motion passes, and motion is approved.

President Lujan asks if Graduate Senator was included in the vote. The chair answers that she was not undergraduates were done first. President Lujan asks if Monica Pacheco was included in the vote as well. The chair answers that she was not but will give the name to the Presidential Appointments Committee. President Lujan states that she only appointed two to the floor and was wondering how that works legally. The chair responds that the two names (Miranda Andrego and Katelyn Flores were the only ones appointed by the President and the rest were appointed by the Presidential Appointment Committee (Diana Venegas, Brianna Browne, and Sergio Izaguirre Castro). Parliamentarian Gonzales asks for a few minutes to look over the constitution. Senator People states that Article VI, Section 3, Subsection D:

*In the event of a vacancy in the Senate, the President shall appoint a member to the Senate upon recommendation of the Presidential appointments Committee and a two-thirds majority vote of the entire Senate.*

That upon means contingent. The Chair asks for Dr. Blea to administer the oath of office.

Oath of Office administered by Dr. Blea at this time.

Chair asks Secretary Crain to make the new Senators as present and to add them to the roaster. The chair states that she will be calling on the new Senators by their last name and to raise their hand when they would like to speak. Copies of the constitution are handed out. Secretary Crain asks the Chair if she would like item previously sent out forwarded on to the newly appointed senators.

The Chair moves the conversation on to the graduate vacancies. Senator Castillon states that the recommendation as the graduate committee chair is that a fifth graduate Senator is not needed.

Senator Castillon motions to not have the Graduate at large position, second by Senator Garcia. 9 senators in favor, 4 Senators Against, motion passes and motion is approved.

## Approval of 2017-2018 ASNMHU Bylaws

Chair gives the floor to Parliamentarian Gonzales to discuss the proposed by laws for the 2017-2018 ANMHU Student Senate. Parliamentarian Gonzales asks if everyone, with the exception of the newly appointed Senators were able to read the bylaws. Chair recognizes Senator Castillon. Senator Castillon would like to discuss Article 1, Section 1, Subsection 3:

*The regular order of business **will** be:*

1. *Call to order by the presiding officer*
2. *Roll Call*
3. *Announcements*
4. *Reading and considering the approval of the minutes of the previous meeting*
5. *Report by the presiding officer*
6. *Public Comments*
7. *Committee Reports*
8. *Old Business*
9. *New Business*
10. *Adjournment*

Senator Castillon believes the order that we have the way that business is conduct currently flows. The chair asks that the pledge be added into the order. Parliamentarian Gonzales apologized for the omission of the Pledge and clarifies it would be put between items 1 and 2. Treasure Romero Martinez ask if a Finance report can be added before action items but still have a Treasure Report with the rest of the officers . The Finance report would be to help take care of any budget concerns before action items. Chair clarifies that it would be more like a budget report. Parliamentarian Gonzales says that he believes that it would fall under announcements. Chair asks Secretary Crain if she would put that under announcements or its own item. Secretary Crain responds that she would put it as its own item for clarity in the meeting minutes. Chair states to put a budget report between item numbers 3 and 4. Senator Castillon asks Secretary Crain what she feels like would be the best fit because she is the one that prepares the agenda. Secretary Crain responds that she feels more comfortable with the current templet but will follow however the Senate votes. Senator Castillon states that the meeting minutes were extremely detailed and why mess with how the flow is and to make help make the Secretary's job easier when it comes to the agenda. Senator Castillon feels that Article 1, Section 1, Subsection 3 should be stricken from the proposed bylaws. The Chair asks for any other questions or concerns about the bylaws. Senator Torres ask for clarification on Article 1, Section 1, Subsection 4:

*A business-casual dress code will be expected to be worn by all ASNMHU members in order to enter meetings, and will be enforced.*

Senator wants an definition of business casual. Parliamentarian Gonzales responds that polos and nice jeans and the bylaw is in there to make sure no one is coming in pajamas or low cut clothing items. Secretary Romero Martinez ask for a point of clarification on Article 1, Section 1, Subsection 6:

*Official communications must first go through either the Secretary, President or Vice-President. This includes e-mails, texts, agendas, and legislation.*

Treasure Romero Martinez was wondering if her communications as Treasure would not be considered official and feels left out. Parliamentarian Gonzales says it can be reworded to Executives. Chair asks if there are any more questions or concerns with the bylaws.

Senator Estrada motions to strike Article 1, Section 1, Subsection 3 from the proposed Bylaws, second by Senator Castillon. 13 senators in favor motion passes, and motion is approved.

Chair asks for any other questions or concerns. Senator People asks a question about Article 3:

*All members of the ASNMHU, including but not limited to all appointed or elected officials of the Legislative, Executive and Judicial branch, should keep the Code of Ethics at the forefront of their actions and always be prepared to give account of their actions and words. Members of ASNMHU shall represent their constituencies first by expressing their interests and concerns within the Student Senate, and second by being a good example of conduct in the execution of their duties.*

Senator People asks for clarification of good example and what the criterion is. Chair asks Parliamentarian to clarify the phrase. Parliamentarian states that it meant to explain to following university policies and set an example as a leader. Senator People asks if this is only effective after the Senator has been sworn in. Chair clarifies that a candidate has to be in good standing with the Dean of Students office. Chair asks for any other questions, comments, or concerns. Chair opens the floor for a motion to approve the amended bylaws.

Senator Espinoza motions to approve the amended proposed Bylaws, second by Senator Estrada. 13 senators in favor motion passes, and motion is approved.

Parliamentarian Gonzales states that he will send a copy of the amended copy of the bylaws later that night and to make sure that they are posted to the website.

## Set time and date of next regular meeting

Chair reminds the Senate that the time and Date had been discussed at the previous meeting about setting the time at 1:30 on Sunday, September 24, 2017. The Chair asks if there are a different idea, otherwise she opens the floor to a motion.

Senator Castillon motions to set the time and date of the next regular meeting to September 24<sup>th</sup>, 2017 at 1:30 p.m. MT, second by Senator People. 13 senators in favor motion passes, and motion is approved.

## Undergraduate Funding

*NMHU LIFT Club-* The club is seeking \$500.00 to assist with fundraising for a spring mission trip in the spring. Senator Castillon asks what fundraisers are currently planned for the semester. Representative of the LIFT Club say they are selling homecoming T-shirts and are look at getting sponsors to assist with cost. Senator People asks if the club has a budget breakdown. Treasure Romero Martinez apologies for not sending the budget break downs ahead of time. Chair asks if there is a recommendation from the Finance Committee. Finance Committee Recommends \$500.00.

Senator Estrada motions to award the recommended funding of \$500.00 the NMHU LIFT Club, second by Senator Espinoza. 13 senators in favor motion passes, and motion is approved.

*American Sign Language Club-* The club is seeking \$500.00 to assist in to sponsor club activities to help bring the community together with students, as well as allow for cultural experience around the state. Senator People states that Highlands is a community that also takes into consideration those that need assistance, such as American Sign Language. Senator Torres reminds everyone that the American Sign Language is one of only two languages offered. Vice President Izaguirre states that she seen this club grow and the events the club throws are fun and beneficial. The recommendation of the Finance Committee is \$500.00.

Senator Castillon motions to award the recommended funding of \$500.00 the American Sign Language Club, second by Senator Torres. 13 senators in favor motion passes, and motion is approved.

*Fire Escape Bible Club-* The club is seeking \$500.00 to assist with hosting a bible club on campus and to focus on assisting athletes. Senator People makes the clarification that the club has been self-funded by club members prior to asking for Student Senate assistance. The majority of the money is going to help athletes and not just top the club itself. Senator Torres asks how frequently the events are held. The club representative says it varies on the athletes' schedule. Vice President Izaguirre asks if the focus is focused on just basketball and track. The club representative answers that they club tries to do a little bit for each team it just depends on the schedule of the teams. The Finance Committee recommendation is to award \$500.00.

Pro- Tempore Gutierrez motions to award the recommended funding of \$500.00 the Fire Escape Bible Club, second by Senator People. 13 senators in favor motion passes, and motion is approved.

*Hispanic Culture and Language Club-* Treasure Romero Martinez states that the committee met and that there was not a significant budget breakdown provided to show how the funding would be used. The Finance Committee recommends tabling the bill until the next meeting for a more detailed budget breakdown.

Senator Estrada motions to table the bill for the Hispanic Culture and Language Club until next meeting, second by Senator Espinoza. 13 senators in favor motion passes, and motion is approved.

*NMHU Vatos Rugby Club-* The 2 Time national champion NMHU Vatos Rugby club is asking for \$500.00 to assist with fundraising cost for selling shirts. Senator People asks if the club was funding themselves. The representative answers that in the past they have funded this fundraiser themselves. The fundraising would assist the team with the cost of travel to their matches. Senator Castillon clarifies that they are buy



these shirts and then selling them for a profit. Club representative states yes. Senator Castellon says he would like to order one. Senator Torres states that during the time he has been at Highlands the Vatos Rugby club has shown what highlands can be and have been that they have been 2 Time Nation Champions, which is more than some groups can say. Senator Torres also states the fact that a nationally ranked Rugby Team has to self-fund is a travesty. Secretary Crain reminds the senate that travel cost can add up. The club representative states that last year travel cost were \$20,000.00. Senator Garcia reminds the Senate is more active than most other clubs. Senator People states that not knowing anything about sports she does know the Vatos and urges other Senators to support this bill. Treasurer Romero Martinez states that the HLC wants to see how the student Senate funds are improving academics of the student body and, that from what she has seen during her time here, the Vatos have been graduating more students than other sport teams and that members stay to get their masters from Highlands. Senator Garcia states the clubs holds over a 70% graduation rate and have 2 members on the US National squad. The recommendation of the Finance Committee is \$500.00.

Senator Castellon motions to award the recommended funding of \$500.00 the NMHU Vatos Rugby Club, second by Senator People. 13 senators in favor motion passes, and motion is approved.

## Internal Activities Funding

*Operation Glow*-Senator Castellon states that money was move into the activities budget to help fund this event. This event is different from anything that has been thrown. The event is an outdoor event with UV Paint and Color Powder. Senate would Co-Sponsor the event with the Office of Housing and Student Conduct, Campus Life, and the Student Life Initiative. The total cost for the whole event is \$8000. Senator Torres asks why there is the difference in price. Dr. Blea states that it is because of the split cost. Senator Torres also asks about safety precautions are being addressed. Dr. Blea states that the company has specific criteria and the university is following. Senator People asks if there is a way of know how many students attend the event. Secretary Crain states that having worked for the Office of Housing and Student Conduct that the event is included in the Rez Fest events which tend to get great attendance turnout. Vice President Izaguirre states that the event is included in Homecoming festivities that tend to be highly attend but does agree that there should be a way to know how many students attend. Senator Loera asks how the event has been advertised. Senator Castellon states that the event was put on the monthly activities calendar, student activities snap chat, student globals, housing. Senator Estrada states that being a resident director she can see the excitement of students in the halls about this event and that Housing has been advertising. Senator Andregio states the office of Academic Enrichment has also been promoting this activity. Senator Venegas states she has a couple of concerns the first being the hours. Dr. Blea states that the cost is due to the paint, the D.J., the tent, the powder. Senator Venegas asks how this will be beneficial to our students. Senator Castellon states that the HLC was activities for students. Dr. Blea states strategic goal number 3 having a vibrant campus life. Senator People states that was why she asks for attendance numbers. Senator Torres ask about a clarification on time and states that two hours seem kind of short. Senator Browne has a concern that it is on a school night. Dr. Blea states that it was previously planned for a Friday but the contract was held up in an office and the date was taken by another school so it was scheduled to the Wednesday of Homecoming week to keep it around the same time period. Vice President Izaguirre gives a list of home coming activities. Senator Estrada also states the numbers for events decrease on weekends due to her experience with housing. Senator Garcia says it is a good idea to have it homecoming week. Parliamentarian Gonzales states the according to the bylaws that the bill exceeds the cap. Secretary Crain states that according to the bylaws



the cap does not apply to internal funding for Senate events. Parliamentarian Gonzales asks for a point of clarification from Dr. Blea on this matter. Dr. Blea it would be coming out of the Activities line item.

*Senator Garcia motions to award the recommended funding of \$1,948.75 for Operation Glow, second by Senator Venegas. 13 senators in favor motion passes, and motion is approved.*

Treasure Romero Martinez states the this will leave the Activities line item at \$2,551.

## Officer Reports

*President Lujan-* States that there are a Dean of Students search form and that at the last one there was only herself and one other student. President asks that Senate members please attend the event. Also would like for office hours to start being set up. President states that she will be starting to tabling the next week during lunch hours. Also thinks it would be a good idea to get student signatures for legislation passed and getting student opinion. Senator asks about what office hours are and how many. President explains office hours and says Senator should do at least one a week.

*Vice President Izaguirre-* Says she will work on everyone's names. She states that the Alumni Foundation has asked Senate to walk with the painted horse. More information will be sent out later and asks that Senators do attend the parade to make Senate more visible. Committees will be assigned after the meeting.

*Secretary Crain-* Apologizes for the Meeting Minutes being late. Thanks everyone for limiting the interrupting. Asks for everyone to send the times they want to do office hours. Also asks all the new Senators to send their contact information. Senator Castillon asks about what days office hours can be done.

*Treasure Romero Martinez-* Asks that senator get comfortable. Please respond to emails in a timely fashion. The deadline for bills will be set at 5 p.m. on Wednesday before Senate meeting for all documents. She prefers electronic copies. Please make sure when the student will be traveling, which is due 14 days before and give the Dean of Students Office 3 days before. Dr. Blea states that it is university policy and no purchase of alcohol or tobacco. Dr. Blea also states that the personal vehicle reimbursement has been raised to .535 per mile. Treasure Romero Martinez says if someone is pushing too hard that a senator can send them to her. The shirts have a quote that would get male and female shirts, \$876.79. Price could drop if all the shirts were the same price. Also looking at a couple other vendors. New Senators need to meet with Treasure to give shirt sizes. Senator Torres asks if we would be allowed to get shirts from a relative of President Lujan also would like a quote. The last mention is the retreat. Treasure asks about if Senate wants Dave & Busters or Main Event. Secretary Crain asks if the price difference was \$3 per person, which means morning snakes. Question about the date. Question of if a retreat can be counted as a meeting. Date to be determined. A special meeting will be called.

*President Pro Tempore Gutierrez-* Highlands Help meeting tomorrow please consider attending.

*Parliamentarian Gonzales-* Will send out amended bylaws

*Dean of Students Kimberly Blea-* This week is homecoming. Please get involved, especially Operation Glow and Mike Super! Tailgating for homecoming will happen in the Industrial Arts Parking lot.

## Officer Reports

*Activities*- Nothing to report

*Finance*- Nothing to report

*Graduate*- Chair Senator Castillon, nothing to report

*Legislative*- Nothing to report

*Marketing*- Nothing to report

*Presidential Appointments*- Nothing to report

*Steering & Rules*-Adjustment will need to make to bylaw Article 2, Section 1, Subsection 4.

## Public Participation

No public participation

## Adjournment

Senator Castillon motioned for adjournment was made on at 7:31 p.m., second by Senator Estrada.

*Motion passed by voice vote. Senate is adjourned.*

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Secretary

Date of approval