 **Student Services Building, Room 241**

**College of Marin-Kentfield Campus**

**835 College Ave, Kentfield, CA 94904**

**Regular Meeting MINUTES**

**February 2, 2019**

1. Order of Business
	1. Call to Order: 1:30
	2. Roll Call

|  |  |  |
| --- | --- | --- |
| OFFICERS | PRESENT | ABSENT |
| PRESIDENT **LIAM CAMPBELL** | X |  |
| VICE PRESIDENT **HELLEN SIGARAN**  | X |  |
| STUDENT TRUSTEE **JADON SEITZ (voted in on 6/14/18)**  | X |  |
| SECRETARY **GABBY HOJILLA (voted in 8/31/18)**  | X |  |
| TREASURER **KAI KONISHI GRAY**  | X |  |
| SENATOR – TECHNOLOGY**ASHLEY CHANTHONGTHIP (voted in 11/2/18)** | X |  |
| SENATOR - STUDENT ACTIVITIES & SERVICES **ANDREA THACH**  | X |  |
| SENATOR - STUDENT ACTIVITIES & SERVICES**LAUREL HALVORSON**  | X |   |
| SENATOR – PUBLIC RELATIONS & MARKETING**FERNANDO SANCHEZ (voted in 6/14/18)** | X |  |
| SENATOR – PUBLIC RELATIONS & MARKETING**FITRY RAHMADIANTY(voted in 6/14/18)** | X |  |
| STATE STUDENT SENATE REP.**VACANT** |  |  |
| ESCOM REPRESENTATIVE **DENIZE SPRINGER (NON-VOTING MEMBER)** |  |  |

ASCOM ADVISOR: SADIKA SULAIMAN HARA AND TEA PERALES

AUXILIARY MEMBERS: Cayri Chan, Liam Zhu, Thomas Boatright, Amina Nakhuda, Juan Miguel

Hojilla, Blanca Lopez, Paula Denise Sullivan

MEMBERS OF THE GENERAL PUBLIC:

* 1. Adoption of the Agenda (Motion to Adopt: Fernando, Laurel)
	2. Approval of the Minutes (Motion to Approve: Laurel, Ashley)

* 1. Public Comment
		1. *This segment of the meeting is reserved for persons desiring to address the ASCOM Executive Board on any matter of concern that is not stated on the agenda. A time limit of three (3) minutes per speaker and ten (10) 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 ASCOM Board or Members may respond briefly to questions or statements, however, for more information please contact the ASCOM President or Secretary to have an item placed on the next regular meeting agenda. (Brown Act 54954.3).* ***This section is reserved for persons who did not request an agenda item in advance.***
1. New Business (Actions May Be Taken)
	1. Discussion/Action on officially endorsing the YWCA 6 week Empowerment Program at College of Marin. Presentation by Laura Eberly. Speaker has 5 minutes to present.

**Discussion: Laurel, Gabby**

Liam urges the board to officially endorse this. Need to figure out how to classify this since this is an outside organization. ASCOM recognizing it would gain awareness.

Laurel: This would classify as a student organization so we need advisors. Looking for 15-20 students to get involved. 2 hours of weekly commitment. Involves speakers. 2 officers and 8 members in total and a faculty advisor.

(See 1-25-19 Minutes for more information)

**Motion to Vote: Fernando, Jadon**

**9-0-0**

**PASSES**

* 1. Discussion/Action to amend 9-14-18 Minutes, action item B: to approve $1,000.00 for Student Activities and Advocacy programming series for 18-19 school year. And revise FOAP to 11100-24301-45000.645000, pr#11555.

**Discussion: Laurel, Hellen**

Sadika: This is to correct the account number.

**Motion to Vote: Fitry, Ashley**

**9-0-0**

**PASSES**

* 1. Discussion/Action to fund NTE $300.00 for the Love is Love Event on February 14th.

**Discussion: Laurel, Jadon**

Liam and Kai are the event leads.

Kai: 9am to 5pm, all-day event. Will be hosting small and different activities: rock painting, poetry reading session, photo booth, and concession stand.

Jadon: one of us needs to be running the event at all times?

Liam: I will be there from 9 to 5

**Motion to Vote: Gabby, Jadon**

**9-0-0**

**PASSES**

* 1. Discussion/Action Club Fest Budget to be $500.00 per day on February 19th and 20th (a total of $1,000.00).

**Discussion: Laurel, Fitry**

Hellen: We have Club Fest every semester. Will be a two day event from 11 am to 1:30 pm. Expecting 250 people per day. Supplies: 22 pizzas ($750), cotton candy ($90) still needs to be discussed, snapchat geofilter ($35), decoration ($25) will be less than the stated amount. Total cost will be $450 with a little bit of cushion.

Kai: We’re paying full price? Mountain Mikes has a 40 percent off large pizzas deal.

Hellen: We’re getting mountain size pizzas.

Ashley: That’s something worth looking into, Kai.

Fitry: The geofilter seems a little cheap?

To test it out, Hellen clarifies that the geofilter will only be made available around the SS lawn.

Hellen suggests setting up a meeting with Kai.

**Motion to Vote: Gabby, Fitry**

**8-1-0**

**PASSES**

* 1. Discussion/Action to purchase Bubble machine with bubble juice for $45.00.



**Discussion: Laurel, Jadon**

Hellen: ASCOM had a bubble machine before. Would like to be used for Club fest and for future events. Cost of 45 dollars including taxes. A gallon of bubble juice is included.

Jadon: Can we make our own bubble juice?

Hellen: No. It broke when we did.

**Motion to Vote: Gabby, Jadon**

**9-0-0**

**PASSES**

* 1. Discussion/Action on appointing State Student Senate Representative. Each applicant has 3 minutes to present followed by a 5 minute Q&A. (See the Declaration of Candidacy below)

**Discussion: Laurel, Gabby**

Bradon is currently the representative for the technology committee. Part of the public forum debate club for 2 years. The preparation process for debate, he says, will be extremely useful for the General Assembly. Went through the SSCCC resolutions. Interested in objective standpoint and getting feedback from students and faculty. Familiar with Robert’s rules of order. In terms of monitoring supplies, he suggests using Excel documentation. Interested in the position the COM experience has been awesome. It would be an honor to serve the schools. Sociology is his major.

Luca woke up 4 am every day to work at Starbucks. Relieved to see how supportive COM is. During dead week, saw everyone chatting and helped him distress. Last semester, took the directing class. Learned the ability to listen and recognize the needs of the actors. In high school, he learned the golden rule of making the other person on stage look good and feel good. Also learned how to anticipate their needs, be alert, communicate and put other people first. All these experiences, he says, have taught him what a good leader is. Thinking of double major in Media studies and Political Science. Also did speech and debate. Interested in this position, love meeting new people, want to see what other school are doing and bring it back to COM.

**4 Votes for Brandon**

**5 Votes for Luca**

**Luca is officially appointed as the Student State Senate Representative**

* 1. Discussion on the budget breakdown for Love is Love event.

**Discussion: Laurel, Fitry**

Liam is requesting 300 dollars. Most of the money is going towards tea and pastries. Event will act as a safe space to talk.

Laurel: Main alloted will go to decorations. Going to Home Depot to get frames for photo booths and rocks and other materials.

Availability:

Fitry 1- 4

Luca 11 to from then on

Ashley 11- 12:30 and 3:30 can help before 9:30

Fitry and Ashley agreed to work in shifts

Jadon 9 - 11

Hellen 3:30 - 5:30

Gabby 3:30 - 5:30

Ferch 1-4

Andrea 9-4

Kai 9-2

Laurel reminds the board to review the excel sheet

Liam: The event will have poetry readings throughout the day. Email me if you are interested in reading.

Andrea: needs help with poetry books and sticky notes

Laurel: Talked to the literature club and they are aware of the event.

* 1. Discussion on appointing volunteers to help prepare for the Love is Love Event.

**Discussion: Hellen, Kai**

Liam needs someone to monitor the rock painting area, monitor the snacks and tea, photo booth

Laurel: Also need to provide extra staff and support, and walk around campus to inform other students. Event is 9 am to 5 pm on the 14th.

* 1. Discussion on selecting an MC for Club Fest.

**Discussion: Jadon, Gabby**

Hellen asked Josh Adan to MC for an hour or an hour and a half. February 19th to 20th. 11:30 to 1 pm.

Jadon: When’s the most traffic?

Hellen: 12:30 to 1:25. Please email me if you need have any suggestion.

Wammy volunteers to do it partially.

* 1. Discussion on Stipends for 2019-2020 Board

**Discussion: Jadon, Fernando**

Andrea feels that the stipends could be distributed more fairly. She presented three different alternatives. And would be voted by the student body. It will be applied for the next school semester.

Hellen: In the constitution it says how many hours the position has to work for. If we’re changing the budget for the senators, should we change the hours estimated?

Fernando: We work more than the hours than that was articulated.

Luca: If I had more budget, I would spend less time working and focus on ASCOM.

Andrea: My position requires creating an event calendar before the semester starts. I work more than the hours written in the Constitution. The main goal is to increase the stipends for other positions but not decrease.

Liam: The last board did not create a calendar before the semester starts. It was more stratified. This year everyone is stepping up. In the future, what do we want the board to become? Do we want everyone on the same level? And how can we craft the budget to reflect that?

Kai: Where does it come from?

Liam: This budget delegated to an account that was not used for a couple of years. The funds were then allocated for stipends.

Fernando: We came into the board not knowing there were stipends, so it should be stratified.

Sadika: This is part of the Constitution bylaws. ASCOM has to decide how to edit this portion and put it on the ballot and have it approved by the majority of the student body. It all comes to you as a board. Elections start by April. Needs a decision by the beginning of March.

Liam: Let’s think about the alternative we prefer.

* 1. Welcoming Vice President of Student Services, Jonathan Eldridge, to the ASCOM Board Meeting (Q&A). Speaker has 5 minutes to present.

Motion to skip to item k: Laurel, Fernando

**Discussion:**

Jonathan thanks the Board for their dedication. The idea of having enough things happening outside the classrooms makes it a great experience for the student. His role is to oversee all the academic programs and student services. If people have questions, he assists them to the right person for the answer. Addresses questions and concerns. All in all, helps students reach their educational goals. Always available at the AC main level. Says “If I’m in my office, and my door is open, I’m available.”

Hellen: Excited for college hour. Noticed it’s only coming for 2 days

Jonathan: College Hour came from a faculty-led group. Every Monday and Wednesday 12:40-1:30. Around that time there will be no classes schedules. In the meantime, we will be coordinating with students and library. Getting faculty out of their office. In the James Dunn theater, there will be a presentation about research. A year from now, the learning resource center will be emptied out and reconstructed with stadium style classrooms.

Jadon: How will College Hour be publicized?

Jonathan: Will be on the web, email, posters. Wants ASCOM to appoint people to set up fall semester activities.

Kai: How does ASCOM get their budget? How to expand?

Jonathan: Through student fees. That’s something Tea and Sadika and I can look into. It was up to the student body and voted is students care enough about getting the service.

Jonathan: There are so many wasted spaces between buildings. LRC will be taken down. Somewhere between the street and the SS building, a new building will be designed. SS building material will be moved there.

1. Standing Business (Actions May Be Taken)
	1. Officer Reports:
		1. PRESIDENT REPORT: We changed the agenda. We added under public comment. These are just for clarifications and for people who don’t know how our system works. Please email me or Gabby if you have any.
		2. VICE PRESIDENT REPORT: Andrea, Laurel and I are working on Club Fest. The ICC binder has information about clubs and contact information. Please only give out emails, not phone numbers. ICC logo is in process.
		3. STUDENT TRUSTEE REPORT: Talked to several people that pass through campus, what their experience with the Math department. Had a personal experience with a less than adequate Math teachers. Many students agree. Have classes with low ratings on website: rate my professor. Presenting the next meeting on that on February 12th 6:30.
		4. SECRETARY REPORT: Gabby: I am working with Ashley with monitoring the time. Please email me if you have any suggestions on how to make the meeting more efficient.
		5. TREASURER REPORT: No report
		6. SENATOR – TECHNOLOGY: No report
		7. SENATORS (2) – STUDENT ACTIVITIES & SERVICES: Andrea: have met with every event lead. Please be sure to check the checklist on the board. Will start printing out part f the slideshow to have a hard copy.
		8. SENATORS (2) - PUBLIC RELATIONS & MARKETING: Fernando: Calendar of events poster has been printed out. Instagram banner had been sent to Ashley.

Fitry: working on Club Fest.

* + 1. STATE STUDENT SENATE REPRESENTATIVE REPORT: Looking forward to working with the board
		2. ESCOM REPRESENTATIVE REPORT: Concluded mini medical event. No one spoke to me about volunteering. Author book signing will be happening.
		3. ASCOM ADVISORS REPORT: Tea: Jam Sesh was inspired by ASCOM. Because our office and I want to get students involved, it is great opportunity to bring your instrument. Please promote that and bring spirit to that event. Want to emphasize the system for the events, one of the expectations is the club activity form. Will be revisiting a community flag. Each week of the meetings, please look at the flag. Let’s work on accountability and working as a board.
		4. Sadika: Hope to see the board next week. Please take a look at the Educational Master Plan and appreciate suggestions. Please go through it.
		5. Committee Reports:
		6. COLLEGE COUNCIL REPORT: Will email about APs and BPs. Please provide feedback. Next meeting is going to be on February 7th.
		7. GOVERNANCE REVIEW COUNCIL:
		8. PLANNING AND RESOURCE ALLOCATION COMMITTEE: First meeting on Monday. Appreciated feedback for me to present it to the committee. Reminds that ASCOM is representing the students.
		9. EDUCATIONAL PLANNING COMMITTEE:
		10. FACILITIES PLANNING COMMITTEE:
		11. INSTRUCTIONAL EQUIPMENT COMMITTEE:
		12. PROFESSIONAL LEARNING COMMITTEE: no report
		13. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE:
		14. TECHNOLOGY PLANNING COMMITTEE: no report
		15. INCLUSION, DIVERSITY, EQUALITY, AND ACTION COMMITTEE: During the break, flex week, there was an event called “People of Color.” The faculty and staff completed a survey if they feel they are part of a community. There is a need to create a community in conclusion. If you are interested in getting involved with Student Spotlight, getting posted in the newsletter, and answer questions concerning IDEA, please contact Tea Perales.
1. Communications from the Floor
	1. *This time is reserved for any member of the Board to make announcements on items that are not on the agenda. A time of limit of three (3) minutes per speaker and ten (10) minutes per topic shall be observed and total time will not be extended.*

Kai: We are hosting Love is Love event, trying to decide what food. Planning to get 100 of Star bread and cookies.

Liam: Please email suggestions to Kai and cc me.

Kai: Reaching out to Escape New York Pizza, pastry shop, and Chinese food.

Tea points out that food needs to be confirmed two weeks.

Ferch: We still have 500 dollars for the supplies.

Jadon thanks Gabby for printing out agenda. Requests account number key.

Kai: Will have that on Monday.

Jadon: Redistribution of stipends. Thinks the President does the most. Favors Alternative 2 or 3. Thanks, Brandon and Luca for the positions.

Andrea requests for the books to have done by Tuesday and drop in the bag. Created a Thank you card for the librarian.

Liam: Laurel organized the binder and shelf about COM’s history.

Hellen: It was cool to build a relationship and community with the campus policy. I feel privileged to have them here. Please brainstorm how to create a community.

Fitry: This May, campus police will be holding a BBQ.

Ferch: There will be someone coming up next Friday.

1. Public Comment
	1. *This segment of the meeting is reserved for persons desiring to address the ASCOM Executive Board on any matter of concern that is not stated on the agenda. A time limit of three (3) minutes per speaker and ten (10) 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 ASCOM Board or Members may respond briefly to questions or statements, however, for more information please contact the ASCOM President or Secretary to have an item placed on the next regular meeting agenda. (Brown Act 54954.3)*

1. Adjournment: Fernando, Gabby (3:11)