. **Student Services Building, Room 241**

**College of Marin-Kentfield Campus**

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

**Regular Meeting MINUTES**

**September 20, 2019**

1. Order of Business
   1. Call to Order: 11:05 Am
   2. Roll Call

|  |  |  |
| --- | --- | --- |
| OFFICERS | PRESENT | ABSENT |
| PRESIDENT  **HELLEN SIGARAN** | X |  |
| VICE PRESIDENT  **FERNANDO SANCHEZ LOPEZ** | X |  |
| STUDENT TRUSTEE  **GABBY HOJILLA Proxy: Lia Lara** |  | *Excused* |
| SECRETARY  **BERTHA CAZARES** | X |  |
| TREASURER  **LIA LARA** | X |  |
| SENATOR – TECHNOLOGY  **KAI KONISHI GRAY** | X |  |
| SENATOR - STUDENT ACTIVITIES & SERVICES  **AMINA NAKHUDA** | X |  |
| SENATOR - STUDENT ACTIVITIES & SERVICES  **HARPREET KAUR Proxy: Fernando Sanchez Lopez** |  | *Excused* |
| SENATOR – PUBLIC RELATIONS & MARKETING  **ADDIS GATES** | X |  |
| SENATOR – PUBLIC RELATIONS & MARKETING  **MALAIKA SMITH** | X |  |
| STATE STUDENT SENATE REP.  **LUCA CITROEN (voted in 2/1/18)** |  | X - *Unexcused* |
| ESCOM REPRESENTATIVE  **DENIZE SPRINGER (NON-VOTING MEMBER)** |  | *Excused* |

ASCOM ADVISOR: SADIKA SULAIMAN HARA AND TEA PERALES

AUXILIARY MEMBERS:

MEMBERS OF THE GENERAL PUBLIC: Fernanda Davila, Ana Camacho, Tommy King, Zoe Hickey,

Georgy Zaets

* 1. Adoption of the Agenda

Motion to amend item A from recognizing the Computer Science Society as an official club and award them $100 seed money to recognize the Computer Science Society as an official club. **Fernando, Malaika**

Approval for adoption of the agenda **Bea, Fernando**

* 1. Approval of the Minutes Fernando, Amina

* 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. New Business (Actions May Be Taken)
   1. Discussion/Action to recognize the Computer Science Society as an official club.

**Discussion: Fernando, Addis**

Georgy: This club is a friendly group of computer science people. We want to learn from each other and we will organize events to organize the group together and research what you can do with a computer science major

Mikey: Computer science isn’t my major but It is something that I expect to work with in my career and working in discussion helps me and we want to talk about what we want to do with it and it’s a lot more dynamic

Kai: I am in this club and what we do is really fun and interactive and if you want to join let us know

Hellen: Have you attended all ICC meetings?

Georgy: We just started the club, so not yet.

Lia: Do you have any events

Geory: We’re using slack and skype to reach out with each other and we want to go to Hackathon. We’re not planning on hosting events and Currently we have 14 members including us.

Malaika: Where is hackathon located

Tommy: SF, Oakland and Palo Alto and they are physical events.

Addis: Are you planning on carpooling to get there?

Georgy: yes

**Vote: Fernando, Amina**

**Passes**

* 1. Discussion/Action to fund NTE $500 for Undocumented Students Week of Action October 14-18 from account #4500.04, reimburse MCCD, Sadika’s P-Card. PRs to follow. Presenters: Hellen and Bea.

**Discuss: Amina, Malaika**

**Vote: Malaika, Addis**

**Passes**

**9-0-0**

* 1. Discussion: Invitation from Alpha Gamma Sigma for ASCOM to be a part of their fall semester food drive.

**Discussion: Amina, Fernando**

Hellen: AGS has reached out to me to be a part of the food drive. She can’t be here today. This is a collaboration and to sponsor and promote the food drive.

Malaika: Do they want us to create posters for them

Hellen: That’s up to the board, what they are asking for, I think, is for help with posters and promotion.

Addis: So we would have to go drop it off the food if we get less than 100 lbs.

Malaika: I feel like they’re not very clear on what they are asking for what kind of commitment they are asking for?

Fernando: Oda said in the email she sent we feel that with your help we can get the word out more.

Hellen: They are asking for advertisement and volunteering and we can discuss this in future meetings.

Sadika: I do think it’s actionable and it would be helpful to get a vote, and we would like a meeting to get more clarification.

Addis: It affects Malaika and I’s jobs and it’s something that we would have to have a meeting about and is it like they are making a poster and since we don’t have all the details for the next agenda we’ll have it as an agenda action item.

Discussion: Debrief of Club Fest led by Fernando Sanchez Lopez

**Discussion: Amina, Addis**

Fernando: Thank you all for participating in this event.

Lia: I feel like the turnout was great and a lot of students were excited about club fest. In terms of Emceeing i totally understand where they are coming from and we should get ideas on who should talk and what should be said.

Hellen: Clubs should designate club members to speak during open mic to present their club

Malaika: Maybe they can choose what they want to be said and the Emcee can walk over to their club and

taking the pressure off of them would be good. Having pressure off of public speaking could be great too

Amina: The times that I was volunteering I feel like no one was going to the photo booth and the vibe was not

working and if it’s just ASCOM members it’s not completing the goal. Maybe we could’ve had snow cones

near the photo booth to get use to the snap filter

Lia: I feel like next time there should just be one area to have the food and instead.

Motion to extend time: Fernando, Gabby

Gabby: snow cones were a huge hit and I feel like the music should be put in a different position to not

interfere within the clubs talking to each other

Hellen: for volunteering and having COMmunity hour we should take that into consideration because we

have more numbers

1. Standing Business (Actions May Be Taken)
   1. Officer Reports:
      1. PRESIDENT REPORT: This week I’ve met with a lot of you and I am working with Bea for the Undocumented event and met with Tea and Sadika and presented it to the IDEA committee. Gabby and I have started working on the Alumni panel and scheduled a meeting with Sophie. MAPS’ meeting time is from 12-1 PM and I’ve talked to one of the interns that works there and has been helpful and communicative and I’ve talked to MAPS mentees about starting new clubs. I know last week we talked about the catalogue discussion and in order for us to present good evidence that students want more information we’re going to create a survey. If every ASCOM member can give us feedback next week about the catalog that would be appreciated. Earlier this week I was informed that some windows were left open after 8:30 PM but like I mentioned before we talked about closing the windows and doors. Although you may not have things of value here ASCOM has things of value. If you still haven’t chosen a committee reach out to me. End of Report
      2. VICE PRESIDENT REPORT: I had a good turn out on the ICC meeting and 11 members have been coming and we discussed club fest and now I have a vice president for ICC and the secretary will be voted in the next meeting. We changed our ICC meeting bi- weekly. We will have a meeting time through slack though. With the amazing help of Nequeshé I have created the ICC Binder. I’ve looked in the past two semesters and saw which accounts are open and which accounts need to be removed. I’ll let Lia know how much money is coming into the club account. End of Report.
      3. STUDENT TRUSTEE REPORT: Hi Board! I’m currently in a meeting with the Trustees and discussing employee housing. We also met last Tuesday at IVC. We did some team building, met with the architects, and talked about the recent renovations at IVC and the educational masterplan. I was happy to present my report and the trustees appreciated the great turnout we had for the past two events. Harpreet and I met with Tea who had really good ideas for our Mental Health event. Thank you, Tea! Hellen and I are leading the Transfer Panel Event and we’ve finalized ideas. It’s important to us to inspire COM students to feel confident in transferring. The event will be on October 24th sometime in the afternoon. We will be meeting with Sophie from the Transfer Center, and other ASCOM officers as well next week. End of Report
      4. SECRETARY REPORT: I met with Hellen and Sadika this week and thanks to their help we have the supply list and I’ll reach out to Nequeshé to get everything ordered. We also worked hard on planning the Undocumented Students event so we’re very excited about it. Please email me your presentations/material for an agenda item please email it to me. By Thursday at 1 PM. In terms of presentations please keep in mind the time limit and if you believe if there will be questions please allow time for them. We don’t want to continue to extend the time limit on non-action/budget items. Keep questions focused and remind everyone that questions should be related to the specific budget related question. End of Report.
      5. TREASURER REPORT: This week I’ve met with Hellen and Bea about undocumented student’s day and they told me their plans and ideas about what they envisioned. We went over the budget and I support what they’ve proposed. I also met with Sadika and update the budget and make deductions to the clubs account and I also met with Nequeshe to have the finalized receipts of what was spent for club fest - thank you Ferch for giving me a detailed spreadsheet which helped with the process and made it easier for both me and Nequeshe to go through (can be used as an ex for everyone). For our clubs account we now have a total of $6,018. And for our event supplies account we have a total of $4,675.47 - not the final amount still waiting for the spreadsheet from constitution day - congrats to Malaika and Luca for hosting constitution day! Thank you for the leftover candy. For future events, the deadline for spreadsheets will be any day at least 24 hrs before the event so that I can meet with Nequeshe for receipts and have a finalized number for our weekly meetings. Save it in ASCOM drive, If anyone has any questions or concerns about that please ask me. End of report.
      6. SENATOR – TECHNOLOGY: As you know Spooky Spicy fall is coming up and it’s going to be great. Please sign up for volunteer shifts. We need lots of help we need at least 4 members to be present at all times. I have been making posts to the social media accounts and took some cool pictures for Constitution day. Make sure to send other. At events it’s been hard getting photos and please be mindful of the fact that I want you in the photos. For future events please be under the expectation that photos will be taken. End of Report.
      7. SENATORS (2) – STUDENT ACTIVITIES & SERVICES: Harpreet: We have ordered the dispensers and have most of the decor. We need to buy some of the items needed for the pumpkin spice and hot coco and also the bakery, since most of the bakery vendors declined. Which we going to buy on Monday and Tuesday. We are good with the milk we got generous donation from Straus of milk. Volunteer list have been emailed to everyone. Please take time to make yourself available for the event. Amina: For everyone who leads their event, please use the timeline on the board and check off things as you get them done. This is needed because we can’t always meet with you every day but the timeline helps us communicate. I helped with constitution day games which included going to the shed with Luca to get supplies. I also picked up bagels and cream cheese for the event. I met with Bea and Hellen to discuss their upcoming event Undocumented Student Week. We had a really good discussion and got the basic layout of the event down. End of Report
      8. SENATORS (2) - PUBLIC RELATIONS & MARKETING: If you see any constitution day posters please recycle them. Addis mentioned we had Constitution day thank you to everyone who came to help and set up and looking forward to having the debrief.
      9. STATE STUDENT SENATE REPRESENTATIVE REPORT: AB 302- The bill introduced by the SS CCC that would allow homeless students to sleep overnight on campus parking lots, was shut down in the state senate. This is a setback, but the SS CCC will continue working on protecting our most vulnerable community members. AB 1504- Has passed the house and senate and is now waiting on Governor Gavin Newsom to either veto or sign the bill. If he vetoes it, we’re in trouble. If he signs it, it’s a sign that Newsom is treating the bill as a priority, which would be ideal. If he ignores it for 30 days, it automatically passes, which is good too. Constitution Day was a team effort, and I’d like to give a shout out to Harpreet and Amina for their hard work, as well as everyone who came to the event and made the table look fun.
      10. ESCOM REPRESENTATIVE REPORT: No Report.
      11. ASCOM ADVISORS REPORT: Sadika: kudos to everyone to the events so far. I wanted to reiterate that the programs and events are co-led except club fest but we are working on that. These are co-led events and touch base and communicate. We want to make sure that no one person feels like they did everything. We want to clear that we have a strong plan going forward. If you need support tea and I are here. Besides that keep up with cleaning the room. What Tea and I just said for the Spooky Spicy Fall bring the T-shirts to IVC to hand them out. Tea: just to veggie back of Sadika two of the practices up here were responsibility and accountability and co-leading is one way that can be developed and practiced. There’s a 360 review at the end of the semester and it will reflect on your own responsibilities and keep in mind that we practice accountability. Congratulations for all the events and it sets such a vibe on campus. At the QT Pie cafe, people were saying we were recognizable and students feel that they are feeling more connected on campus. Thank you again for the presentation and thank you to Malaika and Lia for being great a great Emcee and DJ
      12. Committee Reports:
      13. COLLEGE COUNCIL REPORT: Next meeting is Oct 10th
      14. GOVERNANCE REVIEW COUNCIL: TBA meeting times
      15. PLANNING AND RESOURCE ALLOCATION COMMITTEE: No report
      16. EDUCATIONAL PLANNING COMMITTEE: Our next meeting is this Monday
      17. FACILITIES PLANNING COMMITTEE: No Report.
      18. INSTRUCTIONAL EQUIPMENT COMMITTEE: No Report.
      19. PROFESSIONAL LEARNING COMMITTEE: No Report.
      20. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE: Next meeting is Sept 25.
      21. TECHNOLOGY PLANNING COMMITTEE: Next Wed.
      22. INCLUSION, DIVERSITY, EQUALITY, AND ACTION COMMITTEE: For IDEA committee we had a meeting today this morning and we discussed undocumented week of action since she’s leading Monday, Wednesday, and Thursday event. We got great feedback from the committee. Canal Alliance is coming on Monday and Wednesday. Monday will be a know your rights workshop and Wednesday will a legal help day and Thursday is going to a screening. IDEA is also working with classified professional learning day and we suggested great keynote speakers and there’s still conversations with that and that is on Oct 11th. These sessions will be training for the classified staff. It’s not directors or faculty but will be part of maintenance and operations and people who are more planning based. This will be a great opportunity to enhance that. We discussed the bi-weekly newsletter and Andrea is in charge of that. If any of you have a good student in mind, please let me know. Also we talked about courageous conversations beyond diversity event and on October 3rd from 8:30-2:30 to come. If we want to promote this we can make this an agenda item for next week and we can bring students to go join the conversation. We can have more of a discussion on this though Slack. End of Report.
2. 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.*

Fernando: This week on Wednesday Alex jones told me that wanted to point out that Spooky Spicy fall he suggested that we get the space we needed early because the Career Fair event will be happening at the same time. He is also requesting volunteers, but our priority is spooky spicy fall.

Addis: I was looking for Spooky Spicy Fall and I’m the only one signed up for IVC and we should be more mindful of going to IVC and I will carpool.   
Kai: I know we mentioned this during the meeting please pass out the spooky spicy fall posters and we’re expecting more people because it is during an event

Hellen: Greg is coming next Friday to the meeting. Since this is becoming a potluck please be in Slack so we can communicate through there. Also I mentioned last week that next week we are going to have a community flag review and I know that we said we should start looking at it. Just because next week we’re reviewing it look at the flag and have it prepared for the meeting

Fernando: I think that we have been improving meeting after meeting please wait until Hellen looks at you and raising your hand. It makes the meeting more structured and easier.

1. Public Comment
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Fernanda: for the pan dulce we were thinking of doing half and half and we can help you guys. What I was thinking is that we can get some from Mi Tierra or Cardenas and we can ask if we can get donations.

Hellen: We can set up a meeting to talk to you further about this though.

Fernanda: When is Spooky Spicy fall?

1. Adjournment: Bea, Malaika 12:21 PM.

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**ASCOM President ASCOM Advisor**