 **Student Services Building, Room 241**

**College of Marin-Kentfield Campus**

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

**Regular Meeting MINUTES**

**February 8, 2019**

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

|  |  |  |
| --- | --- | --- |
| OFFICERS | PRESENT | ABSENT |
| PRESIDENT  **LIAM CAMPBELL** |  | Excused |
| 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 - Proxy = Andrea** | 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.  **LUCA CITROEN** | X |  |
| 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: Xanat Rodriguez (rxanat@gmail.com), Leslie Ruiz (leslieruizb1997@gmail.com), Ray James (rjames5169@gmail.com)

* 1. Adoption of the Agenda (Fitry, Fernando)
  2. Approval of the Minutes (Fernando, Jadon)

* 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.***

Ray James presents his initiative to have a table on the 3rd floor on the balcony of the SMN building. The argument against space designated for professors.

Hellen: We discussed it with the custodians. They said no.

Ray: It needs to be incorporated into the contract. I have to go to the custodial contracts.

Ferch: They can’t redo just one contract but every contract.

Kai: Benefits?

Ray: Had a good conversation with the nursing chair. Allows students and faculty to communicate.

Hellen will contact Laurel again.

Jadon: Renovations are happening this summer, custodial contracts most probably will change.

Luc: It would be nice to have a gathering center

1. New Business (Actions May Be Taken)
   1. Discussion/Action to officially endorse the Police BBQ on May 1st. Presentation by Chief Jeff Marozick.

**Discussion: Fernando, Fitry**

Chief proposing to have an event which encourages a relationship with student and faculty. Funds are coming from their own pockets. Suggests having students publicize it and for ASCOM members to hang around for others to be more comfortable. This is on a Wednesday 11 to 1.

Jadon suggests playing music  
Fitry suggests having games

Hellen: Is going to be in the LC quad?

Chief: wants it to be an open space.

Ashley suggests the SS lawn.

Chief: The police officers are endorsing it and paying for it.

Jadon realizes there is a disconnect between the police and students so ASCOM wants to reinforce a connection.

**Motion to Vote: Fernando, Gabby**

**9-0-0**

**PASSES**

* 1. Discussion/Action to officially recognize the Working Scholars club as a club at College of Marin and reward the club $100 seed money.

**Discussion: Gabby, Jadon**

Leslie: Ideology behind the club is to incorporate students who work, spread diversity, spread Hispanic and African American culture which stresses community values. Members can present more opportunities with each other and share interests. Started a Facebook page. Feb 21st - bringing Boca Floja screening a film produced, 5-8, will spread club information and begin to expand.

Jadon asks about underrepresentation in the Hispanic community in COM.

Xanat: We took the same History of Mexico class. Only 4 people showed up. We had to recruit.

Leslie: There isn’t an administration that pushed for it.

Xanat: We don’t meet certain requirements for clubs similar to this because of academic probation or our outside life.

Luca: What separates you from EOPS?

Leslie: We don’t have an income requirement. We want to be flexible with the meetings.

Hellen spoke to Professor Lara. He thinks it is a great idea.

**Motion to Vote:**

**9-0-0**

**PASSES**

* 1. Discussion/Action to purchase a conference microphone plus shipping for $150.00.

**Discussion: Jadon, Gabby**

Fernando: If you heard the live meetings, the sound is awful.

Kai: Can we take this on the go?

Ashley: main focus is for ASCOM videos.

Kai suggests having a poll if the viewers would like a new microphone.

Fernando: It’s not an issue with the computer but the actual mic. It can come from the office supplies.

Gabby emphasizes that ASCOM has to vote to purchase this now.

**Motion to Vote: Gabby, Jadon**

**9-0-0**

**PASSES**

* 1. Discussion on the integration of Slack into ASCOM and our community platform. Presentation by Kai Konishi-Gray.

**Discussion: Gabby, Fitry**

Kai: Slack is a channel intended for teams to share documents, keep conversations organized. Suggests including ICC and other clubs to integrate. Also, a way for job recruiting.

Jadon: Is there a permission system?

Kai: Yes. Sadika and Tea are the administrators. A good way to facilitate who said who and what. What’s App deletes the old conversation. Can create files and archive them. Can have direct communication with ASCOM alumni.

Luca: What’s App seems to be working fine.

Hellen and Gabby amend this item and revises it to Discussion/Action on the integration of Slack into ASCOM and our community platform.

**Motion to Vote: Gabby, Jadon**

**9-0-0**

**PASSES**

* 1. Discussion/Action to amend item d from 2-1-19 Minutes “Bubble machine with bubble juice for $45.00” and revise to $50.00 and reimburse Sadika’s CalCard.

**Discussion: Fernando, Gabby**

Shipping is a lot more than expected

**Motion to Vote: Gaby, Jadon**

**9-0-0**

**PASSES**

* 1. Discussion on Club Fest volunteers for February 19 and 20 from 10:00 am - 2:00 pm

**Discussion: Fernando, Gabby**

Jadon 19th 10-11

Ferch Tuesday 11-2, Wed 10-12:40

Kai Tue and Wed 10-2

Luca Tue 11:30-1

Fitry will email Anna

Hellen: please reach out to anyone else

Ashley 19th 11-2, Wed 10-12

Andrea Wed 10-12

Laurel Tue and Wed 8:30-11, 12:30 -2

Gabby Tue 12-2 Wed 1-2

In case it rains, it will be held in the cafeteria.

* 1. Discussion on ASCOM stipends

**Discussion: Fernando, Luca**

Hellen request feedback and having a logbook to track everything, even outside of office hours.

Andrea wants to make the hours estimate accurately.

Hellen: We need a month to change the Consitution.

Kai suggests posting it into Slack and having a detailed description

Andrea: will start logging in by Monday

Hellen: This needs to be voted in by March 8th.

Tea wants to have data for future boards.

* 1. Discussion to review Spring Retreat ASCOM flag

**Discussion: Fernando, Jadon**

Hellen: the big thing we talked about is respect in the workspace. We have been doing a good job on that.

Kai: refrigerator has been clean

Fernando: The house represents ASCOM and the tree is our outside life and the couch is our relationship with each other.

Gabby: Motivation has definitely improved. A lot of us are thinking of how we can make our positions more productive as well as thinking of the future board.

Fitry: communication always has room for improvement.

Helen: We have been working on inclusive language

1. Standing Business (Actions May Be Taken)
   1. Officer Reports:
      1. PRESIDENT REPORT:
      2. VICE PRESIDENT REPORT: Clubs have been taking initiative. Ordered the bubble machine. Will arrive by the 12th. Will use for the Love is Love event.
      3. STUDENT TRUSTEE REPORT: Looking at the issues within the Math department. Had a list of teachers and counselors that were mentioned. Meeting with Sadika and Jon. Will talk about union protection of teachers, tenure, taking up the general scope of the math department. Will have a draft of signing gage perception of teachers. Board of Trustees meeting is on Tuesday
      4. SECRETARY REPORT: Over the past few weeks, Gabby has been discussing her role as secretary with Hellen and Sadika for it to be more efficient and useful to the board. Decided to meet regularly with Kai after meetings to check if they are using the correct account numbers and check the budget. Will meet with the people who have an agenda item placed to organize their presentation.
      5. TREASURER REPORT: Communicating with the event leads. Collecting with receipts total in the event to have an accurate figure in the budget.
      6. SENATOR – TECHNOLOGY: After meeting with Liam, Ashley realizes she is not familiar with the committees. Wants to get involved.
      7. SENATORS (2) – STUDENT ACTIVITIES & SERVICES: YWCA needs advocates as soon as possible. Email Liam and Hellen to for descriptions of office positions. Laura will be in the Love is Love event recruiting. Thanks everyone for using the board and keeping tabs for three different events. Met with everyone so far. Feel free to contact.
      8. SENATORS (2) - PUBLIC RELATIONS & MARKETING: Love is Love posters are out on campus. The Club Fest needs to be approved but is done. Shows the Club Fest geofilter.
      9. STATE STUDENT SENATE REPRESENTATIVE REPORT: Messaging the SSCCC head. Keeping a channel of communication for ASCOM and the state as a whole. Needs feedback for laws.
      10. ESCOM REPRESENTATIVE REPORT:
      11. ASCOM ADVISORS REPORT: Fridge is clean. Please make sure to use the report section.
      12. Committee Reports:
      13. COLLEGE COUNCIL REPORT: Yesterday was the first College Council meeting. Gabby was there. Liam and Hellen sent an email about APs and BPs. Most of them got passed. It is mostly about employees. Talked about student participation. Talked about construction and what’s happening with the SS and LC building. Working with architects to make contracts. Discussed the Board of Trustees meeting and College Hour update. Sent a survey on the Whatsapp.
      14. GOVERNANCE REVIEW COUNCIL: One of the main goals of GRC is to garner more student involvement in committees. Yolanda Bellissimo, the co-chair of GRC and Gabby attended the College Council meeting to present the draft of the certificate. They decided that these student representatives are required to give a report during ASCOM meetings as a way to keep track of their attendance in committee meetings. Have been evaluating and classifying committees.
      15. PLANNING AND RESOURCE ALLOCATION COMMITTEE:
      16. EDUCATIONAL PLANNING COMMITTEE: Fernando thanks everyone for their feedback. Created a final draft of the Educational Masterplan. Went through the suggestions. Pertained to committees and their focus. Mostly had specificities. Have a list of Special Task Force committee double up objectives. Asks: What goals do you want to see?
      17. FACILITIES PLANNING COMMITTEE:
      18. INSTRUCTIONAL EQUIPMENT COMMITTEE:
      19. PROFESSIONAL LEARNING COMMITTEE: No report
      20. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE: Working on the Equity Plan.
      21. TECHNOLOGY PLANNING COMMITTEE:
      22. INCLUSION, DIVERSITY, EQUALITY, AND ACTION COMMITTEE: No 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.*

Fitry: Chief Diana Bishop is joining Women's History. Coffee with the Cop is happening before Club Fest. There are a lot of graffitis. We can encourage students to paint it over with the police to build connections.

Kai: Liam emails the Love is Love event outline. Very close to checking the list.

Ashley will be adding everyone to the Slack app.

Fernando: The files on the computer were deleted. We have another copy of them. A lot of past posters and agendas were in.

Luca suggests having a hard drive.

Fernando: Please don’t disconnect any extension or cable since that is the reason why the printer was not working.

Jadon talked about losing belongings is similar to deleting. Storing files in a public computer does not seem like a good idea.

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Ray emphasizes his proposal for making the space available.

1. Adjournment: (Fernando, Fitry) 3:05