s **Student Services Building, Room 241**

**College of Marin-Kentfield Campus**

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

**Regular Meeting MINUTES**

**April 25, 2019**

1. Order of Business
	1. Call to Order: 1:31 pm
	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 - Proxy = Jadon** |  | Excused |
| SENATOR – TECHNOLOGY**ASHLEY CHANTHONGTHIP (voted in 11/2/18) - Proxy = Gabby** |  | Excused |
| SENATOR - STUDENT ACTIVITIES & SERVICES **ANDREA THACH** | X |  |
| SENATOR - STUDENT ACTIVITIES & SERVICES**LAUREL HALVORSON - Proxy = Andrea** |  | Excused |
| 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 (voted in 2/1/18) - Proxy = Fitry** |  | Excused |
| ESCOM REPRESENTATIVE **DENIZE SPRINGER (NON-VOTING MEMBER)** | X |  |

ASCOM ADVISOR: SADIKA SULAIMAN HARA AND TEA PERALES

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

Hojilla, Blanca Lopez

MEMBERS OF THE GENERAL PUBLIC:

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

* 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 reserve an agenda item.***

Jadon: Can we go straight to discuss

Liam: If nobody wants to discuss it, then no need. We need to motion to discuss. Though.

1. New Business (Actions May Be Taken)
	1. Discussion/Action to approve funding of 250 dollars for Finals Week Giveaway. Item requested by Andrea Thach.

**Discussion:**

Andrea: Ashley and I are requesting this money for a 3 day event. We are spending 100 dollars on school supplies, 100 for food. We will be getting donations from Peets and Noah Bagel’s. 25 dollars to buy gifts for volunteer. 36 dollars for cushion.

Jadon: Kai let me know that he wants to pass this.

**Motion to vote: Gabby, Hellen**

**10-0-0**

* 1. Discussion/Action to amend item “f” in December 7, 2018 minutes, *Discussion/Action to approve funding for ASCOM Office Supplies, NTE $500.00, acct#4500.01, pr#11514 to NTE $530.* Item requested by Sadika.

**Discussion:**

Sadika: Increasing money for office supplies.

**Motion to vote: Fitry, Gabby**

**10-0-0**

* 1. Discussion/Action to approve NTE $20.00 from acct.#4500.01 (supplies) for balls for the foosball table. Reimburse MCCD, Sadika’s P-Card, PR#11663. Item requested by Hellen Sigaran.

**Discussion: Gabby, Hellen**

Hellen: A lot of students play foosball. It distresses them and it breaks the ice with ASCOM. We don’t know what happened to the ones we had. We will label them. Including shipping and handling.

**Motion to vote: Gabby, Fitry**

**9-1-0**

* 1. Discussion on Earth Week Debrief. Item requested by Luca Citroen.

**Discussion: Gabby, Fitry**

Luca: I’ll keep this short. We raised over 200 dollars. We had fun, raised awareness. Failure: lower engagement, people weren’t coming to the event. We had 5 days for the event. Monday - we had a speaker at AC 255 but we only had 10 people attend. The speaker was free of charge. There wasn’t enough publicity and it didn’t have the right information. In the future, let’s double check with the posters. Tuesday - trivia and games at LC quad, high traffic, had different levels of engagement with trivia and jenga. People loved the water the bottles. Highly recommend giving these. Wednesday - art and plant sale. Dolly brought people in. Recommend working with the art department. I had too many emails and it resulted to a communication problem. We need to send a plan in the beginning to inform the professors. We had cash only. Thursday - Earth celebration collaborated with EAC. Overall traffic was low. We had a square table set up. Laurel said we should start doing that outside. Suggestion: bring yoga mats. We should stick with the ticket system for pizza. Friday - EAC has been a great help. We donated our funds. Consistently understaffed. We have more AGS members than board members. EAC comment: Marketing was a little too late.

Fernando: About the error on the posters, we just based it on Laurel’s email and you were cc’ed. Please double check the information you sent out. Also, we can’t force people to attend the event. We’re coming up with ideas on how to get more people.

Fitry: April 10th - we put up the posters - 2 weeks before the event. On the Constitution, it says a week but we try our best to post it 2 weeks before.

Luca suggests getting card readers.

Hellen: I think Laurel followed up with Sadika on that. It’s also expensive to pay for the membership as well.

Jadon volunteers to check on the card readers.

1. Standing Business (Actions May Be Taken)
	1. Officer Reports:
		1. PRESIDENT REPORT: Liam: I would like to commend Laurel and Luca. It’s been the longest chain of events. If Andrea can document on how that happened, it would be great for future events. I submitted the final draft of the Constitution to Sadika. There will be a revote next week. Email me if you want to see it. Transition binders are due next week. A lot of you haven’t submitted your responses for the technology committee survey. It should take 5 to 10 minutes max. I emailed you a copy of the SB50. UCB passed this. It creates provisions that make it easier for cities to build housing where jobs are high in demand like schools. We can draft a resolution if you are interested basically saying College of Marin supports this.
		2. VICE PRESIDENT REPORT: Had an ICC meeting this. Not much events going on. Had a lot of discussion about MSA’s success with the bake sale of Indian goods, and the Transfer club had a successful boba sale. ICC logo has been passed.
		3. STUDENT TRUSTEE REPORT: Liam and I have polished the survey. Liam took it to Dr. Coon. Will send it to Jonathan Eldridge.
		4. SECRETARY REPORT: In light of Earth week, I am printing only one copy of the agenda and minutes each.
		5. TREASURER REPORT:
		6. SENATOR – TECHNOLOGY:
		7. SENATORS (2) – STUDENT ACTIVITIES & SERVICES: Andrea: Last day of earth week, Finals week is approaching. Ashley is working with Jadon with the questionnaires for a raffle. We confirmed a lot of things so we’re good to go.
		8. SENATORS (2) - PUBLIC RELATIONS & MARKETING: We posted the re-voting Constitution posters on Tuesday and the police bbq poster. We will be posting it on sandwich boards.
		9. Fitry: Communication with Andrea and Ashley was great so the poster for Finals Week is done.
		10. STATE STUDENT SENATE REPRESENTATIVE REPORT:
		11. ESCOM REPRESENTATIVE REPORT: Thank you for inviting me to the technology survey. Thank you for letting us have a voice. We’re electing new board members.
		12. ASCOM ADVISORS REPORT: Tea: Congratulation to those transferring this year.

Jadon is going to UCSB, Liam is going to Berkeley and Fitry is going to Sac State

Tea: I won’t be here for the last meeting. We’re throwing something special the week before. Have the tablet cases been ordered?

Jadon: My house is under construction so I need to print through a third party.

Tea: Print through ASCOM. The fan was left on and the window was open. Please make sure the space is tidy and event supplies are put away.

* + 1. Committee Reports:
		2. COLLEGE COUNCIL REPORT: no report
		3. GOVERNANCE REVIEW COUNCIL: no report
		4. PLANNING AND RESOURCE ALLOCATION COMMITTEE: vacant
		5. EDUCATIONAL PLANNING COMMITTEE: no report
		6. FACILITIES PLANNING COMMITTEE: vacant
		7. INSTRUCTIONAL EQUIPMENT COMMITTEE: vacant
		8. PROFESSIONAL LEARNING COMMITTEE: no report
		9. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE: vacant
		10. TECHNOLOGY PLANNING COMMITTEE: no report
		11. INCLUSION, DIVERSITY, EQUALITY, AND ACTION COMMITTEE: no report
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.*

Fitry: Don’t forget to come to the police bbq event.

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Kevin: If you do an earth day next year, reach out to the organic farm at IVC. They sell products. We could contact them. There’s an iPhone app for a card reader. Check that out. We have a good center downstairs. If you have an overflow for an event, there’s our office. You can send an email to escom@marin.edu if you’re interested.

1. Adjournment: 1:59 pm (Gabby, Fitry)

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 **ASCOM President ASCOM Advisor**