 **Student Services Building, Room 241**

**College of Marin-Kentfield Campus**

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

**Regular Meeting MINUTES**

**March 29, 2019**

1. Order of Business
	1. Call to Order: 1:32
	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) - Proxy=Fernando****(Leaving early)** | Excused |  |
| 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** | Late1:35 |  |
| 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.**LUCA CITROEN (voted in 2/1/18) - Proxy=Laurel****(Leaving early)** | X |  |
| ESCOM REPRESENTATIVE **DENIZE SPRINGER (NON-VOTING MEMBER)** | Late 1:33 |  |

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 (Luca, Kai)
	2. Approval of the Minutes (Gabby, Fernando)

* 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.***
1. New Business (Actions May Be Taken)
	1. Discussion/ Action to approve NTE $200.00 (7200 to 9575-27 · Environmental Action Club) to fund food for the Symbiotic Earth screening and for ASCOM to officially endorse the event. Presentation from Aubrey Dougherty from the Environmental Action Club.

**Discussion: Gabby, Laurel**

Aubrey needs to get posters printed through ASCOM. Will include the ASCOM logo and a table during the event. Asking for volunteers and wants to get Sol Food. Guest Speaker: Web of Life author, Fritjof Capra.

Liam: We can make it through the semester with the budget we have.

**Motion to Vote: Gabby, Laurel**

**10-0-0**

**PASSES**

* 1. Discussion/ Action to approve funding request of NTE $350.00 for Earth Day from acct.#4500.04 (event supplies) PRs to follow. Presentation by Luca Citroen.

**Discussion: Gabby, Ashley**

Luca: Having four events wrapped up in one. Funding will be used for “light food,” small decorative materials and a bouquet for the guest speaker.

Schedule is elaborated below:

Monday: Speaker from 350 Bay Area will have a doctor Focus climate break down from 2 to 4

Tuesday: Climate trivia and facts

Wednesday: Climate oriented art and plant sale to fundraise

Thursday: local clubs and organizations will be participating

Friday: Symbiosis screening

Will be needing volunteers next week.

**Motion to Vote: Gabby, Laurel**

**8-2-0**

**PASSES**

* 1. Discussion/Action to amend March 1, 2019 minutes, item “a” *Discussion/Action to approve funding of NTE $3,500.00 from acct.#7300, (Interfund Trfr- MCC Departments), PR#11579 to purchase food and refreshments for the Angela Davis’s talk for Women’s History Month on March 28th, 5-8 pm at the James Dunn Theater. Item requested by Professor Colleen Mihal.* to include BT $3,500.00 from 7300.11 (MCCD) to 4500.04 (event Supplies) to pay PR 11579 with acct.# 4500.04 (event supplies). Item requested by Sadika.

**Discussion: Gabby, Laurel**

**Motion to Vote: Gabby, Laurel**

**10-0-0**

**PASSES**

* 1. Discussion on General Assembly details. Item requested by Sadika.

**Discussion: Laurel, Hellen**

Tea: General Assembly will be happening next weekend. Four ASCOM members and an advisor will be going to Sacramento. Will have a debrief after the meeting.

Luca will be having a teleconference with Madam Chair Yamese and he sent out the itinerary to everyone attending.

* 1. Discussion/Action on Stipends Disbursement. Presentation by Andrea, Laurel, and Hellen.

**Discussion: Gabby, Fitry**

Data limitations: The log tracked 1 month/4 weeks of work. Some did not update their logs consistently.

Purpose: focus on fair pay and modeling equity. Jobs that do similar work should have the same pay grade.

Current Disbursement: the stipends are distributed generously to the executive positions (Presidential, Vice President, Treasurer and Secretarial)

Results: Senators worked double the hours required for their position.

Liam emphasizes equity and says that the current stipend disbursement is against ASCOM’s values.

Liam: Why not distribute the stipends equally?

Laurel: Executive positions have more accountability thus a higher responsibility.

Voting Results

Option 1: 1

Option 2: 6

Option 3: 3

Liam wants to set a meeting with Laurel, Andrea and Hellen to revise the Constitution.

For more information refer to this link: [Duties and Role Requirements.docx](file:///C%3A%5CUsers%5Cssulaimanhara%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CMOPWV7P4%5CDuties%20considered%20Title%20Roles_Role%20Requirements.docx) and [Stipend Disbursement.pptx](file:///C%3A%5CUsers%5Cssulaimanhara%5CAppData%5CLocal%5CMicrosoft%5CWindows%5CINetCache%5CContent.Outlook%5CMOPWV7P4%5CStipend%20Disbursement.pptx)

**Motion to approve the modify the stipend disbursement: Gabby, Fernando**

**10-0-0**

**PASSES**

* 1. Discussion/Action NTE $500.00 for ASCOM election 2019 campaigning material for candidate reimbursements from acct.#5820.01, PRs to follow.

**Discussion:**

Sadika: 50 dollars per candidate will be allotted.

**Motion to Vote: Gabby, Fernando**

**10-0-0**

**PASSES**

* 1. Discussion/Action to NTE $400.00 for Meet the Candidates event on April 3rd from 10:30am-1pm, from acct.#4500.04 (event supplies), PR#11587 to reimburse MCCD, Sadika’s P-Card. Item requested by Sadika.

**Discussion: Fernando, Gabby**

Sadika: moneys will be used to fund pizza, students need to get a raffle ticket from the candidates. Event will be held on Wednesday 11-1 pm. Election committee will be there. Requests to have current ASCOM members to vote. The candidates received an email about the guidelines.

Liam: The guidelines are outlined in the Constitution (website).

**Motion to Vote: Gabby, Laurel**

**10-0-0**

**PASSES**

* 1. Discussion on elections update. Item requested by Sadika.

**Discussion: Fernando, Hellen**

Sadika: We have candidates for every position except for treasurer and senator for marketing and public relations. Deadline is today.

1. Standing Business (Actions May Be Taken)
	1. Officer Reports:
		1. PRESIDENT REPORT: Liam requests for an accurate proposal of how money will be spent for future student organization events. If you are thinking of requesting funds, email Liam. Will be working on Transition binders. Outlines are due next Friday.
		2. VICE PRESIDENT REPORT: Had an ICC meeting last Tuesday. Changed to meet every other week. Working Scholars Club thanks ASCOM for the support with a Starbucks gift card. Hellen wants to build more relationships and keep on endorsing clubs.
		3. STUDENT TRUSTEE REPORT: New tablets came in this week. Will be working on Dr. Coon, Jonathan Eldridge, and Liam on surveys. Jadon wants the prospective Student Trustee for next year to continue his research.
		4. SECRETARY REPORT: No report
		5. TREASURER REPORT: Kai emphasizes to email the receipts and to make sure to utilize the expenses. Does not want to have excess materials but rather to maximize the expenses. The Slack Finance report will be established.
		6. SENATOR – TECHNOLOGY: Ashley was looking for the conference mike and found one for 50 dollars. Got Yerba Mate tea bags for Finals week.
		7. SENATORS (2) – STUDENT ACTIVITIES & SERVICES: Requests to spread “Let’s Get Fiscal” by word of mouth. Will be needing volunteers for “Let’s Get Fiscal.” Been exciting to see the work develop and looking forward to the board next year.
		8. SENATORS (2) - PUBLIC RELATIONS & MARKETING: Working on the Earth Day posters, posters for Let’s Get Fiscal poster, and the Meet the Candidates poster are sent for approval. Will have 10,000 talking about financial aid and collaborating with Sparkpoint. Laurel will be helping to make cookies. Requests to help promote the event to classes. Hopes to have 25 to 35 people for each workshop.

Fitry, who works for Outreach, needs 15 to 20 volunteers at May 4th from 8:30 to 1. Six student ambassadors will be transferring this year. In need of new ambassadors.

* + 1. STATE STUDENT SENATE REPRESENTATIVE REPORT:
		2. ESCOM REPRESENTATIVE REPORT: Had surveys sent out. Looking for 4 new members. Needs to let them know by April 15th. Finishing up the book session.
		3. ASCOM ADVISORS REPORT: Tea thanks people who attended Drop Mic. Celebrates the growth of the board for creating new systems and using inclusive language. Lists ownerships by presenting about stipends as one of the strengths. Areas of growth: responding to emails. Sandwich boards are missing. Requests for the board members to be mindful of private meetings.

Fitry suggests purchasing new sandwich boards.

Sadika: Last ASCOM meeting will be held on May 10th. Equity practices and mindfulness are present in this Board. Tax Aid is coming tomorrow. They’re bringing an “E-bus” on campus. Spread the word. April 14th - Tea, Sadika and Fitry will be attending a meeting and will not be here. Tea will not be here on the 5th.

* + 1. Committee Reports:
		2. COLLEGE COUNCIL REPORT: Has to review the Educational Masterplan. Needs feedback and will be sending it out by Monday.
		3. GOVERNANCE REVIEW COUNCIL:
		4. PLANNING AND RESOURCE ALLOCATION COMMITTEE:
		5. EDUCATIONAL PLANNING COMMITTEE:
		6. FACILITIES PLANNING COMMITTEE:
		7. INSTRUCTIONAL EQUIPMENT COMMITTEE:
		8. PROFESSIONAL LEARNING COMMITTEE:
		9. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE : vacant
		10. TECHNOLOGY PLANNING COMMITTEE:
		11. INCLUSION, DIVERSITY, EQUALITY, AND ACTION COMMITTEE: Andrea sent out the questions for the student spotlight. Next week, Lahkvir’s response will be posted on the mycom portal page. People of Color mixer happened. Wants to provide safe spaces like this. Thinking of an Equity Summit and needs speakers. Needs connections and suggestions for speakers.
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 limit of three (3) minutes per speaker and ten (10) minutes per topic shall be observed and total time will not be extended.*

Fernando requests to meet with Brian and check the google doc regarding the “Let’s Get Fiscal” event. Fernando: During the Angela Davis event, ASCOM thanked Angela Davis and represented the students.

Laurel wants to make those who are running aware and prepared to answer questions and represent ASCOM well.

Ashley will be bringing in the tablets to her bio lab and physio class.

Gabby: YWCA is still looking for members. Meetings are on Tuesdays from 3:30 to 5.

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Kevin wants to reinforce the action that ASCOM has taken compared to previous board.

Kevin: The first board was when they impeached the President. I think this is a high performing board. I suggest inviting the electees to ASCOM meetings to see the board in action.

1. Adjournment: Fernando, Laurel (2:39)

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 **ASCOM President ASCOM Advisor**