 **Student Services Building, Room 241**

**College of Marin-Kentfield Campus**

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

**Regular Meeting MINUTES**

**April 5, 2019**

1. Order of Business
   1. Call to Order: 1:34pm
   2. Roll Call

|  |  |  |
| --- | --- | --- |
| OFFICERS | PRESENT | ABSENT |
| PRESIDENT  **LIAM CAMPBELL** |  |  |
| VICE PRESIDENT  **HELLEN SIGARAN** |  |  |
| STUDENT TRUSTEE  **JADON SEITZ (voted in on 6/14/18)** |  |  |
| SECRETARY  **GABBY HOJILLA (voted in 8/31/18)** |  |  |
| TREASURER  **KAI KONISHI GRAY** |  |  |
| SENATOR – TECHNOLOGY  **ASHLEY CHANTHONGTHIP (voted in 11/2/18)** | Proxy-Ashley |  |
| SENATOR - STUDENT ACTIVITIES & SERVICES  **ANDREA THACH** |  |  |
| SENATOR - STUDENT ACTIVITIES & SERVICES  **LAUREL HALVORSON** |  |  |
| SENATOR – PUBLIC RELATIONS & MARKETING  **FERNANDO SANCHEZ (voted in 6/14/18)** |  |  |
| SENATOR – PUBLIC RELATIONS & MARKETING  **FITRY RAHMADIANTY (voted in 6/14/18)** | Proxy-Laurel |  |
| STATE STUDENT SENATE REP.  **LUCA CITROEN (voted in 2/1/18)** |  |  |
| 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

MEMBERS OF THE GENERAL PUBLIC:

* 1. Adoption of the Agenda (Andrea, Laurel)
  2. Approval of the Minutes (Laurel, Andrea)

* 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 additional funding of NTE $200.00 (7200 to 9575-27, Environmental Action Club) for the Symbiotic Earth documentary screening. Item requested by Aubrey Dougherty. (ASCOM BOARD INFORMATION - $120.00 already approved on 2/22/19 and $200.00 was approved on 3/29/19).

EAC made a deal with Marin Pizza will be $400.00 in total. Requesting $200.00 for pizza and utensils. Kai clarifies that money is there, however, feels that planning for food could have been done better.

Laurel, Andrea

PASSES

* 1. Discussion/Action to amend 3/8/19 minutes item “f” *Discussion/Action to purchase 3 Amazon Fire 7” tablets and 3 Folio cases for NTE $200.00* to include from acct.#4500.01 for reimbursement to John P. Seitz. Item requested by Sadika.

Reimbursement for Amazon tablets from correct account number.

Andrea, Laurel

PASSES

* 1. Discussion/Action to pay Reprographics/College Services for printing/copying in the amount of $2.20 from acct.# 5820.01, PR#11600. This is for January 2019 printing/copying services. Item requested by Sadika.

Liam clarifies regular business of paying for printing/copying

Andrea, Laurel

PASSES

1. Standing Business (Actions May Be Taken)
   1. Officer Reports:
      1. PRESIDENT REPORT: spoke with President Coon about selling ASCOM gear in the bookstore. He said to speak with Greg Nelson about policies and procedures. Transition binder outlines are due today and I will be meeting with all Board members.
      2. VICE PRESIDENT REPORT: Wammy will be putting the minutes on the ICC webpage. Next week is another ICC meeting. The ICC logo should be finished by then and loaded in. Speaking with ICC member who would like to lead a Roberts Rules of Order session. AGS has a trivia night, please attend. EAC has the documentary event, please attend.
      3. STUDENT TRUSTEE REPORT: Tablets are in. I am working on surveys to get it out.
      4. SECRETARY REPORT: Submitted a digital copy of my transition binder. I have posted the minutes and agendas. WE have a lot of vacant positions for committees, it would be good to get students on.
      5. TREASURER REPORT: no report.
      6. SENATOR – TECHNOLOGY: no report.
      7. SENATORS (2) – STUDENT ACTIVITIES & SERVICES: Earth Day is about two weeks away. Submitted transition binder. We have two events left. Let’s Get Fiscal event turned out to be a great event. Looking forward to hearing debrief next week.
      8. SENATORS (2) - PUBLIC RELATIONS & MARKETING: working on transition binder and is almost fully complete. Including some of the posters of the events and will be posted digitally. Sent Sadika the voting poster for ASCOM Elections. Let’s get fiscal went well and will debrief next week.
      9. STATE STUDENT SENATE REPRESENTATIVE REPORT: No report.
      10. ESCOM REPRESENTATIVE REPORT: Newest newsletter is available. Will not be here.
      11. ASCOM ADVISORS REPORT: Successful mid
      12. Committee Reports:
      13. COLLEGE COUNCIL REPORT: No report
      14. GOVERNANCE REVIEW COUNCIL: GRIT was discussed and clarification about the name.
      15. PLANNING AND RESOURCE ALLOCATION COMMITTEE: vacant
      16. EDUCATIONAL PLANNING COMMITTEE: No Report
      17. FACILITIES PLANNING COMMITTEE: David Zec – construction of Fusselman will start happening this summer. The Athletic fields are complete and open. IVC Pomo Cluster will hopefully be open in fall 2019. Moves will begin to happen summer 2019 and portables will be added. Moves from LRC will start in summer 2019. I recommend having messaging from ASCOM to students so they are aware. Writing and library will move so it is important that student aware. Sadika clarified ASCOM will not be effected by the move and the portables being added to the campus will not be called a trailer park.
      18. INSTRUCTIONAL EQUIPMENT COMMITTEE: vacant
      19. PROFESSIONAL LEARNING COMMITTEE:
      20. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE: vacant
      21. TECHNOLOGY PLANNING COMMITTEE:
      22. INCLUSION, DIVERSITY, EQUALITY, AND ACTION COMMITTEE: Student spotlight was added to newsletter and Andrea will send a description so that anyone from ASCOM who wants to can be highlighted.
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.*

Liam - Meg Pasquel suggested picnic tables to the AC area and to consider the that as a programming space. Great turnout for Meet the Candidates and also that AGS showed their support at the event and it is a good reminder to build bridges and support our clubs.

Laurel – keep up the drive with two more programs to go. Keep up the motivation and keeping the push to the end of the semester. We are in the home stretch.

Fernando – on Tuesday we were putting our posters up for elections and she started to talk about a meeting with Enrollment Services about an app. That can be used to communicate with all students about alerts and important dates that are relevant to all students. Sofie was asking if we want to meet with Enrollment Services to see what their idea is and so Gabby, Hellen, and I are willing to meet with them. If you have any ideas or knowledge, please let us know.

Hellen – I have been in communication with Sofie about publicizing and marketing our events. Posters are not enough and Jadon, Fitry, and I have talked about MAPS planners and so a possibility about a planner for ASCOM.

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2. Adjournment: Laurel, Jadon (2:04pm)

ASCOM President: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ASCOM Advisor:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_