



**Student Services Building, Room 254
College of Marin-Kentfield Campus
835 College Ave, Kentfield, CA 94904
ASCOM Meeting
MINUTES
January 24, 2025
12:00 p.m. – 1:30 p.m.**

- a. Order of Business Call to Order: 12:00pm
- b. Roll Call:

OFFICERS	PRESENT	ABSENT
PRESIDENT RYLI BOWEN	X	
VICE PRESIDENT EMILY CARDWELL	X	
STUDENT TRUSTEE EMELIA NACOS	X	
SECRETARY KAVEH MANSHOURI	X	
TREASURER KATHERINE HSIAW	X	
SENATOR – TECHNOLOGY LARA BISHOP	X	
SENATOR – STUDENT ACTIVITIES & SERVICES FARHAN KHALIQ	X	
SENATOR – STUDENT ACTIVITIES & SERVICES JORGE CHAN	X	
SENATOR – PUBLIC RELATIONS & MARKETING ARTHUR HU	X	
SENATOR – PUBLIC RELATIONS & MARKETING CECILIA CHAN	X	

STATE STUDENT SENATE REP. GIOVANNI CARBONARO	X	
ESCOM REPRESENTATIVE VACANT (NON-VOTING MEMBER)	N/A	

c.

c.

ASCOM ADVISOR: SADIKA SULAIMAN HARA AND TEA PERALES

AUXILIARY MEMBERS:

MEMBERS OF THE GENERAL PUBLIC:

- c. Adoption of the Agenda: Motion: Emily, Lara
- d. Approval of the Minutes: Motion: Lara, Jorge
- e. Public Comment
 - a. *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)*

I. New Business (Actions May Be Taken) Motion to discuss: Lara, Gio

- a. Discussion/action to officially recognize the Native American Indian Alliance club and grant \$100 from acct. #7200 (Intrafund Club) as seed money. Need to create a new account. Presentation by club members.

Motion to discuss: Emily, Jorge

Ryli: Are the club members present?

Tea: No but I can speak on their behalf. Forrest is the president who is a student here. I've met with them a few times to get their paperwork in order. This is the first time having a Native and Indigenous club at the college. So, they're really excited to have their presentation. They are planning right now to have a powwow with local organizations here at the college at some point in this semester. This is just to officially register and ask for seed money that'll probably be going towards the powwow.

Emily: They've been efficient with paperwork. That is not a requirement, but it is encouraging. I am in full support.

Motion to vote: Gio, Lara

10-0-0

PASSES

- b. Discussion to co-sponsor College of Marin's baseball team on game dates. Presentation by Diamond Alexander.

Motion to discuss: Emily, Jorge

Diamond: Hello, this is gonna be short. Feb. 1st and 2nd we have a home baseball game. It is a Saturday and Sunday, and usually we used to do themed events because we won't have many Saturday events. So that weekend is going to be like Family Day, or Family Weekend, and we usually have corn hole, and we would use whatever games you have here and put them on the football court over there. And then work with EOPS, get some of their games and take it over for kids to have a fun zone. I wanted to get permission to use your logo on flyers. We use the logo that got approved last year. I just want to get your stamp of approval. This is the flyer. And I will be back in a couple weeks for our learning community day just to keep you guys updated.

Ryli: Do you want our yard games?

Diamond: Not right now.

Ryli: We can definitely include the college logo. If you want to reach out to me for the games, we can grab them from the shed.

Diamond: I will probably come next Thursday.

- c. Discussion about ordering ASCOM giveaways for events. Presentation by Kaveh Manshouri, ASCOM Secretary.

Motion to discuss: Emily, Lara

Kaveh: This is just an item about brainstorming ASCOM giveaways for future events this semester as well as for future years and boards. I have this on the agenda to open up discussion on any ideas you all have on new giveaway items, previous giveaway items we don't have any more or anything of that sort, and I can write them down and try to coordinate with Sadika to get those orders.

Emily: I think a good idea, Jorge and Farhan I don't know if you guys have initiated putting together giveaways for Welcome Week, if we are able to do that for these first two events, we can gauge what giveaways we have currently. I know water bottles are a big hit. We were using COM cupboard water bottles; it would be good to get ASCOM water bottles.

Emelia: Would it be feasible to get giveaways for club fest?

Emily: Club fest is less than three weeks out so I think that would be unlikely. Luckily we have a lot of good stuff right now, but we could try. The issue is that we would have to put together the budget for the giveaways, and I'm assuming we'd need to vote on that. That is my take though, I don't know if anyone else has any ideas. We have so many mechanical pencils. Oh, what about pencil lead? We have a lot of pencils but they do not have a lot of lead inside of them.

Ryli: That is such a fire giveaway

Cecilia: What if we did pencil pouches?

Ryli: That would be really cute

Cecilia: We could do pens and stuff and those nice little eraser things.

Ryli: We did that in a previous year. It's like a College of Marin pencil bag, and it was really nice. You could also put it in your binder. It would be cool to do that again but include everything that we already have inside. It also might be good to look ahead and see that we have XYZ events. Is there anything specific that we want to order for the events now that could be overlapped into future years, that board members can keep restocking?

Kaveh: One idea that Gio had before the meeting, I don't know budget wise how feasible it is, and it would probably be better in Fall anyways. But getting ASCOM related umbrellas.

Gio: EMOJA was giving out free umbrellas and a lot of people needed umbrellas. They ran out super quickly.

Ryli: That's actually such a great idea.

Kaveh: I'll have to talk of Sadika to see if it is a feasible thing.

Emily: Something we could think about in terms of the more expensive giveaways, like things that we can only buy in smaller quantities is maybe using them as a thank you for participating in events. That was something that crossed my mind for club fest. Where you have a lot of people who like the event, is benefitting them, and they can grow their roster and stuff. But we're also benefiting from them as they are helping us represent the student body. So, a little thank you could be nice.

Ryli: I think this is another conversation to continue possibly next meeting when we have the calendar up. I would love to see if there is inspiration from the events planned. But the umbrella is a great idea. Pencil pouches, water bottles, all a great idea. If we do get water bottles though, they cannot be plastic anymore. They are cheaper but we need to steer away from those. I feel like someone thought of something during the retreat, I don't remember what it was.

Cecilia: Tote bags!

Ryli: Yes, that's what it was. ASCOM or COM related tote bags. I know there is some out there right? I use my COM tote bag every day I love it. Great idea. So tote bags, pencil pouches.

Emily: And I feel like that also gives media and marketing a chance to make a cute design.

Ryli: We do need to keep in mind that the logo is changing as we speak going into the centennial year. They're coming up with new stuff. Sadika will know that, so when you work with her Kaveh, she'll keep that in mind. But just so you know. The logo is changing and a little bit of the color scheme. It is not finalized but they're narrowing it down as we speak.

Kaveh: Alright sweet. Well I got that written down. I'll talk to Sadika and I'll keep you all updated about what's going on.

d. Discussion on ASCOM merch and designs. Presentation by Kaveh Manshouri, ASCOM Secretary

Motion to discuss: Gio, Lara

Kaveh: Okay, same idea as last item. I want to gauge ideas: If anyone wants quarter zips, T-shirts, hoodies, like what do we want. I'll talk to Sadika and write it all down to get everything in motion.

Gio: What about hats?

Ryli: I love that idea but I look terrible in hats.

Emily: I would love a hoodie or a crew neck.

Ryli: I would love a crewneck. Can we not do windbreaker zip ups? A previous board did that.

Emelia: I feel like we're all in favor of some sort of upper body wear, like a crewneck.

Ryli: I'd also love to have sweatpants so bad. We could pull up to team bonding in full ASCOM jogger set.

Gio: ASCOM slides?

Ryli: I prefer the sweatpants but I love that idea. I'm hearing most of all, quarter neck or crew neck. If we had to pick one, what would we choose?

All: Quarter zips

Tea: So remember these are student funds, so let's talk about this off of the meeting.

Ryli: Well, what's the point of the discussion on the agenda?

Kaveh: Since everyone is in the same place, we could brainstorm ideas.

Emily: We would have to get the funds approved for it anyways, right?

Jorge: Yeah, once we decide.

Emily: I feel like it's good we have it out in the open.

Kaveh: Okay I got quarter zips and sweats as the main thing. I'll talk to Sadika about everything.

e. Discussion about upcoming events. Presentation by all board members.

Motion to discuss: Lara, Jorge

Ryli: So another upcoming event outside of ASCOM is the resource fair. I sent out the Volunteer sheet yesterday. 3-4 people filled it out. Arthur props for filling out even if you can't make the event. Good job on that. Besides that...

Emily: Club fest is on 12th and 13th from 12:30-2:00. It is on a Wednesday and Thursday. A little under three weeks out. I want to reiterate, if anyone whispers about wanting to join a club or being curious, go to ASCOM google drive and give them the student form. I will send it to everyone's outlook since it is the main way of tracking everything and staying all organized.

Ryli: Can we take the sheet and send it to everyone but also make it into a qr code? I know you can do that from the website link. We could even get a poster together.

Emily: The only issue is I told everyone to fill it out by Feb 1st.

Ryli: There will be late ones though.

Emily: What are people's thoughts on trying to throw together a poster?

Kaveh: Last semester I used a template from the previous semester of posters that help people with starting a club and joining us at club fest.

Ryli: Oh yeah! Alright, aside from that we will need to meet with Cecilia for the actual event poster and we can get that one printed out as well. We should definitely bring those packets to start a club. Those were huge.

Emily: The EAC is actually going to be holding an event during club fest on Wednesday the 12th. I thought since they had that planned, it would be a fun opportunity to showcase options for having a club, and also with the hustle bustle of the event, it will get them more attention. It is to showcase sustainable careers and internships, really cool thing. They are cool club members.

Jorge: We also have Welcome Week on Monday; it will run from 12:30-2ish. We're going to send volunteer sheet out today. The DJ will be from 12:30-1:30. Please fill out that form.

Tea: the food has been ordered.

Ryli: So we have the volunteer sheet for welcome week, resource fair. Cecilia, we will meet soon for club fest.

Jorge: Would this be a good spot to go over upcoming events?

Ryli: Yes.

Jorge: Alright, so please pay attention. Welcome week is Farhan, I and Emily. Club fest is Ryli, Emily Emelia, Kaveh. Black History Month is Katherine, Gio, Arthur and Lara. Scholarship Event is Kaveh, Andrea, myself and Emelia. Womxn History Month is Lara, Arthur, Ryli, and Katherine. Earth Day is

Andrea, Emily, Gio and Farhan. Asian and Pacific Islander is Arthur, myself, Emelia, Kaveh and Katherine. Finals Week is Lara, Gio, Ryli, Andrea and Farhan.

Ryli: Can you add me to the scholarship event.

Jorge: Okay, but you'd be on four events, is that okay?

Ryli: Yes that's fine.

II. Standing Business (Actions May NOT Be Taken) motion to discuss: Lara, Jorge

Officer Reports:

- i. **PRESIDENT REPORT:** First week back, exciting. Refocusing in to ASCOM emails texts, WhatsApp. Thank you for being patient. My schedule feels lighter than last semester. It is the first week. Feels lighter. I am going to shortly send out meeting times, about 10-15 min slots to do biweekly. Maybe 5 of you one week, 5 of you the next. Want to make sure everyone has sent office hours to Kaveh. Last date is Feb. 4th before the office hours poster is printed. Please add to the community flag. Choose a food and a bug because it is a picnic. End of Report.
- ii. **VICE PRESIDENT REPORT:** First week is well, had a tough week last week, personal stuff and the stomach flu. Sorry to have missed team bonding event. Also, last week being so hard is making this week feel amazing comparatively. It is nice to be back. Fair warning, I am taking 19 credits this semester. I do have 5 assignments due on Monday. I have made a good dent. I am excited to continue working with you guys. Good vibes all around. Working on club fest, getting responses already. End of report
- iii. **STUDENT TRUSTEE REPORT:** My semester has been going well, I think it will stay that way. I already know people. Yesterday I got a pen with a dog wearing sunglasses. I will use gift card we got to buy a ton and keep them here. I think we all need it. The board meeting was on Tuesday, only an hour and a half long. Only issue was pool usage. Other than that not a ton to look back on. I gave the schedule of events. Next meeting I will bring pictures. By then we will have hosted welcome week, club fest and resource fair so please send me pictures. It will be mid-February.
- iv. **SECRETARY REPORT:** First week of the semester is going well. I got added to the Club Fest group chat. Just getting back into the groove of having a schedule. I got everyone's office hours. If you need to make any changes, reach out to me no later than February 4th. Other than that, I look forward to working with all of you. End of Report.
- v. **TREASURER REPORT:** I am also taking 19 credits. Should not be bad. Three classes in person. I will give more updates next week after GRC meeting. End of report.
- vi. **SENATOR – TECHNOLOGY:** I have been making posts. First week has been good. Emily had a great idea of posting on instagram to let people know welcome center has narcan that anyone can pick up. End of report.

- vii. SENATORS (2) – STUDENT ACTIVITIES & SERVICES REPORT: Jorge: This semester should be considerably easy. This week I finished up organizing events for this semester. Coordinated with Tea for food for welcome week. I have been working in the food hub. End of report.
Farhan: Nice to be back. Break was really nice. For welcome week, look out for the volunteer sheet. End of report.
- viii. SENATORS (2) – PUBLIC RELATIONS & MARKETING REPORT: Cecilia: I am taking four classes right now, enjoying them. Taking Spanish, sociology, a math class and a film class. I have not done much for ASCOM. End of report. Arthur: First week back from school, sleep schedule getting better. Almost every day I am surviving on coffee. Woke up at 9am today. The photo roster for student gov. is done. Shoutout to Kaveh for volunteering to put that up at Novato campus.
- ix. STATE STUDENT SENATE REPRESENTATIVE REPORT: We had some elections for region 3. I have names of people. Sebastian was elected for communication officer. Tenisha was elected for vice chair. Voted on behalf of y'all. I was appointed to Finance Committee for region 3. I have dates for resolution deadlines if anyone is interested in making their own. I have a slideshow for making those resolutions. I will have a meeting with Tea later about GA. I wrote a budget. End of report.
- x. ESCOM REPRESENTATIVE REPORT:
- xi. ASCOM ADVISORS REPORT: Tea: Welcome back everybody, shoutout to those finishing first week of their last semester. Y'all might've heard me, Sadika is out sick, there are a lot of sick germs going around, so if you aren't feeling well, put on a mask. We want to keep y'all healthy and safe. Welcome week kicks off on Monday. Posters are up. Please help spread the word. Lara has been quick with posting things. Things got behind with marketing for the college. Please spread the word and come through. A lot of programs throughout the week including resume and cover letter workshop which is a new program. Check that out. I ordered food, and soda water in fridge is for welcome week. Set up a couple tents in AC. Please sign the volunteer sheet. Afterwards I want to check in with giveaway supplies. Those who weren't at the retreat, check in with someone else that was in the retreat, really proud of y'all. I want y'all who didn't attend to feel the spirit. These orange pieces of paper outside of our offices shows our out of office days. when folks ask what ASCOM is, make sure you understand what to say. You are representatives. They want to know you are there to represent them. I have been processing club forms coming in. Nice to see people turning in forms early. Today I will be doing training for international students. If you need me, send me an email. Everyone else will be here until 5. Check your emails for people. I will be meeting with Gio today about General Assembly. Drop in and send us an email. Not sure if Sadika will be back on Monday. Congrats on first week. End of report.

Committee Reports:

- i. COLLEGE COUNCIL REPORT:

- ii. GOVERNANCE REVIEW COUNCIL: During flex week when school hosts training sessions, Dave king organized session about PGS, faculty and admin, including the purpose of PGS. They are recruiting students to help. I was able to do that. We mostly met with all faculty and admin that came. I didn't expect such a turn out. We went into breakout rooms to talk about their experience, and we had the chance to talk about our plan for how GRC was going to help improve PGS' functioning over the semester. We want to make it easier for students to get involved, which we can do by updating the website about students joining PGS. ASCOM could table for PGS, give out programs and flyers. I was thinking that club fest would be a great time, welcome week would be hard. Dave king is in charge of making flyers. We could hand them out at ASCOM table. We have a meeting next week. End of report.
- iii. PLANNING AND RESOURCE ALLOCATION COMMITTEE:
- iv. EDUCATIONAL PLANNING COMMITTEE:
- v. FACILITIES PLANNING COMMITTEE:
- vi. INSTRUCTIONAL EQUIPMENT COMMITTEE:
- vii. PROFESSIONAL LEARNING COMMITTEE:
- viii. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE:
- ix. TECHNOLOGY PLANNING COMMITTEE:
- x. INCLUSION, DIVERSITY, EQUITY, & ACTION COMMITTEE
- xi. COMMUNITY HOUR COMMITTEE:
- xii. CITIZENS BOND OVERSIGHT COMMITTEE:

III. Communications from the Floor

- a. *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 the total time will not be extended.*

Emelia: Meeting about student housing tomorrow

Ryli: Tomorrow there is going to be a focus group for student housing. From 11 to 12:30. Pizza provided. Goal is for a few students to come together, get a tour of university of Redlands. Comments, questions, ways to be more accommodating for students. Looking for student voices. Here is the QR code to RSVP. I would recommend going. If you are heading to any learning committees after this, bring a few of these. If you are interested, grab one and attend. The address. Focus group discussion, share your thoughts. What would make student housing ideal for your needs. If College of Marin collaborated with University of Redlands this would be a great opportunity. Housing is really tight in Marin. I think RSVP is due yesterday. I am sure they will accept people. If link isn't active you can still attend.

Emily: One more thing to add about the Narcan, they also have fentanyl testing strips at health center. Spread the word. Narcan immediately blocks opioid receptor in your brain. You can administer zero-risk lifesaving treatment. The health center said they could give

us multiple boxes full of Narcan. We will have a lot of boxes. We also want protect our student body. To put it out there, a student from College of Marin recently passed from a opioid overdose. Ryli and I called him a friend. This is very real.

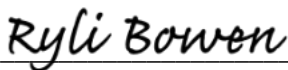
Ryli: In store Narcan is 50\$, so this is fantastic. There are Safeways to use it. Only administer it on an unconscious person. Getting it out of just health services. Something to keep in mind.

IV. Public Comment

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Tea: The office looks clean and organized, lets work together to keep it this way. Napkins were brought out, what a great way to welcome Sadika back. We just got air sanitizing spray, and on Monday we will have wipes.

V. Adjournment: Motion: Jorge, Lara
12:48pm.



ASCOM President



ASCOM Advisor