



**Student Services Building, Room 254**  
**College of Marin-Kentfield Campus**  
**835 College Ave, Kentfield, CA 94904**  
**ASCOM Meeting**  
**MINUTES**  
**October 18, 2024**  
**12:00 p.m. – 1:30 p.m.**

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

OFFICERS	PRESENT	ABSENT
PRESIDENT <b>RYLI BOWEN</b>	X	
VICE PRESIDENT <b>EMILY CARDWELL</b>	X	
STUDENT TRUSTEE <b>EMELIA NACOS</b>	X	
SECRETARY <b>KAVEH MANSHOURI</b>	X	
TREASURER <b>KATHERINE HSIAW</b>	X	
SENATOR – TECHNOLOGY <b>CECILIA CHAN</b>	X	
SENATOR – STUDENT ACTIVITIES & SERVICES <b>FARHAN KHALIQ</b>	X	
SENATOR – STUDENT ACTIVITIES & SERVICES <b>JORGE CHAN</b>	X	
SENATOR – PUBLIC RELATIONS & MARKETING <b>ARTHUR HU</b>	X	
SENATOR – PUBLIC RELATIONS & MARKETING <b>LARA BISHOP</b>	X	
STATE STUDENT SENATE REP. <b>GIOVANNI CARBONARO</b>	X	

ESCOM REPRESENTATIVE VACANT (NON-VOTING MEMBER)	N/A	
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ASCOM ADVISOR: SADIKA SULAIMAN HARA AND TEA PERALES

AUXILIARY MEMBERS: Angel,

MEMBERS OF THE GENERAL PUBLIC:

- c. Adoption of the Agenda: Motion: Cecilia, Lara
- d. Approval of the Minutes: motion: Lara, Cecilia
- 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)*

No public comment

- I. New Business (Actions May Be Taken) motion: Giovanni, Lara
  - a. Discussion/action to approve NTE \$1,145.00 from account 7300 (MCC Departments) to fund International Advisor travel to LA Trojan Conference to support Model UN and represent COM. PR to follow to transfer funds to District FOAP. Presentation by Sadika, ASCOM Co-Advisor.  
Motion: Emily, Cecilia

Sadika: Sorry about that, I forgot to add everything. This first one is asking for funding for Briar Welsh, an international advisor. Any time there's a conference, our hope is there is an advisor going. Just like with SSCCC when we have Tea attend with you all, we cover the expenses of the advisor. I am coming on behalf of Briar because as advisor of ASCOM it is a requirement for them to have an advisor. She's gotten a certain amount of funds from the Classified Senate, but not covering the entire amount which is why I'm coming to ask for money from the departments account, not the clubs account.

Motion to vote: Emily, Giovanni

10-0-0

PASSES

- b. Discussion/action to approve NTE \$20.00 from acct.#5650.03 (Tax Fees) to the State of California Office of the Secretary, reimburse ASCOM p-card. Presentation by Sadika, ASCOM Co-Advisor  
Motion: Emily, Lara

Sadika: For all student governments, as part of the community college, you all have to regularly be in compliance with all the paperwork. At the Chancellor's level, at the Secretary of State, and this is often connected to taxes and when we do audits. This is one of 3 or 4 requests that I'll be coming for to cover the paperwork that keeps you all in compliance as student government in COM.

Motion to vote: Lara, Cecilia

10-0-0

PASSES

- c. Discussion/action to approve NTE \$100 from acct.#5650.02 (Equipment) for ASCOM digital camera. Reimburse ASCOM P-Card. Presentation by Cecilia Chan, ASCOM Senator of Technology.

Motion:Emily, Lara

Cecilia: I want to get a small digital camera for ASCOM events. Nothing very big: It costs \$85 with taxes. Let me share my screen. It is very small and tiny, really good reviews, it has 4.1 stars. There is a coupon on it as well. That is all. Also Emelia, you can use it for your meeting as well.

Ryli: I'm glad we can get some kind of camera. We just need to make sure theres a clear system to upload photos to the Google drive. Also, Katherine, I assume we're fine in that account for \$100?

Katherine: Yes

Motion: Lara, Emily.

10-0-0

PASSES

- d. Discussion/action to support/table at SEAP Vote Early Day event on Oct. 29th. Presentation by Nancy Deras, Event organizer.

Motion: Emily, Lara

Nancy: Hi everyone, I am Nancy, I am a part of the COM Student Election Ambassador Program.. I am here today because I am asking permission. I was recently granted with \$1000, and we want to spend this money to do a celebration. It will be from 11am-2pm. We will share information about Vote Early day, and helping students register to vote. We are nonpartisan, we will not tell you who to vote for, we are just sharing information about voting.

Lara: Could I ask what you will be spending the \$1000 on?

Nancy: We are going to get some pizza, some Kona Ice. It will be similar to the events that you guys do. Some people can go by, we will be share food and snacks, celebrating this so students can feel happy to join us.

Sadika: This money is a grant, correct?

Nancy: Yes this money is a grant. It is not from COM, or any educational program. It is from outside. It came to us and we decided to spend it at COM.

Ryli: So she's just coming today to ask for us to officially sponsor their event. They can put our name on their posters, and we can post about their event on our social media. We'll tell people about it, and then

Commented [1]:

we'll also hopefully attend the event, like maybe have a volunteer sheet to help out? Would you rather us volunteer or just attend?

Nancy: If any of you guys would like to volunteer, we'd be happy to have you. We are still looking in our organization. If you want to, we'd be glad to have you.

Ryli: Okay, I'll send out a volunteer sheet. Nancy, I'll email you things about details and whatnot.

Motion to vote: Emily, Jorge

10-0-0

**PASSES**

- e. Discussion/action to officially recognize Students Want to Know Club as a club.

Presentation by Natasha Grubbs, club member.

Motion: Emily, Lara

Natasha: Good Afternoon, I'm Natasha Grove. I am a first year student here. I started this club called Students Want to Know. The purpose is to motivate and solidify student confidence in their major by inviting different speakers from all different kinds of fields to talk to them. Our first meeting is going to be on October 23rd, and our first guest is Damon Connelly, our assembly speaker. I'm really excited to have him come, and I am very happy to be here.

Ryli: And all the paperwork is in?

Natasha: Yes it is

Cecilia: Is this like a paid event, where you're paying the people to come?

Natasha: No, they're volunteers.

Emelia: Since we are officially recognizing you, we are giving you seed money too?

Natasha: We get seed money?

Ryli: Yes, you get 100\$ in seed money. It is for whatever you need, and you will just work with Sadika to get that money to your account.

Sadika: Is that included in the agenda item?

Ryli: No.

Sadika: Then the seed money is not approved.

Ryli: Okay, so we will have to approve it next meeting. Next week we will grant you the seed money, and I don't think you need to be present.

Unanimous Approval

- f. Discussion/action to officially recognize Angel Rodriguez as an auxiliary member.

Presentation by Ryli Bowen, ASCOM President.

Commented [2]:

Motion: Lara, Jorge

Ryli: Yay Angel! You have been to three meetings, so we officially recognize you as an auxiliary member. You are allowed to comment on things in discussion, you are just not a voting member. I put you in the auxiliary member group chat. I will put events in there if you can make it. We encourage you to continue coming to the meetings. Any questions?

Angel: Nah.

- g. Discussion of catering price comparison for Dia de los Muertos. Presentation by event co-leads.

Motion: Lara, Jorge

Cecilia: I talked to my dad and he said he would do 3 tacos per person for \$1000. I looked on Doordash, and it was \$420 for 50 people. It would be 60 dollar difference compared from my Dad compared to Cardeña's, and I think my Dad has that authentic side of preparing the food in front of the students, and we can ask Model UN to fundraise by selling drinks.

Ryli: I think their conference would already be passed by then.

Emelia: They might want to fundraise anyways

Cecilia: Anyways, it's only a \$60 difference.

Jorge: We could do a vegetarian option too. Like maybe 70% meat and 30% vegetarian, something like that. But we're more than likely gonna start with one taco per student, and then give them another if they want to come back. That's how we historically have done it. The Cardeña's option also comes unprepared, so if we got it with them it would just come with meat, tortillas, and all the vegetables. Somebody would have to be there to set it up.

Ryli: So how many tacos would it be per person with Cardeñas?

Jorge: It was just a \$420 option for 50 people. It just said it feeds 50 people.

Sadika: I just put something in the chat. I want us to be mindful about vegetarian and non meat/pork eaters. Is there a way to separate that? Like Katherine asked, maybe veggies are cooked first, meat is cooked second. We just want to make sure that we're very mindful of the cooktop and any sort of cross contamination.

Jorge: There is no cross contamination. I've worked jobs with my father before, and he has metal containers with meat on the grill, so everything is separated. He could make a vegetarian option for sure.

Sadika: There would have to be a vegetarian option.

Jorge: Yeah, I'll let him know about that.

Emily: I like that we will have someone preparing it, hopefully he knows that it would be best to have some premade before hand and then to continue cooking them beyond that point.

Ryli: Well that would defeat the purpose.

Cecilia: He could also come early to get the smell going and-

Ryli: Well, he definitely will need to be there around noon since the event starts at 12:30.

Angel: What are the meat options?

Jorge: Pork, beef and chicken.

Tea: Make sure on the invoice that it includes that the set up time is going to be early. It needs to be a part of the agreement.

Ryli: Is there any other paperwork issues?

Jorge: We still need to fill out the sheet when you have somebody coming from off campus, for the Mariachi and my Dad. I forgot the title of the form. We also need to do the parking form.

- h. Discussion of General Assembly. Presentation by Giovanni Carbonaro, ASCOM Student Rep.

Motion:Lara, Cecilia

Giovanni: So, just like gauging interest here. The event is 6 months out. April 4th-6th. It is 6 months out. It will be a flight. We are going to LA. No resolutions have been released yet.

Ryli: Do you want to explain what it is?

Giovanni: It is when all CCC meet in one group and vote on resolutions. They are new college policies. If we like them, they get voted into real college policy. Later on, if the state likes them, they become law.

Ryli: It is a very direct way to how we make change as students. A lot of things passed at general assembly does go on to become law. Most schools bring something that they want to talk about.

Giovanni: Another example that passed was to increase wages for Spanish speaking students. I represent you as the college. I can also make an objection if theres a resolution we want to debate about.

Ryli: It is a conference and it is really fun. It is a team bonding, integrated work trip.

- i. Discussion on upcoming events. Presentation by all board members.

Motion: Cecilia, Lara

Ryli: International club is doing a haunted house thing today that will be cool. Can you post that?

Cecilia: Yes.

Ryli: does anyone know what time it is at? I think it is at 6pm.

Emily: They are organizing carpools.

Ryli: We have Dia de Los Muertos coming up. We are still far away from finals week.

Emily: Architecture club is having a meeting on Oct. 23rd. That'll be next Wednesday.

Ryli: when is the next trustee meeting?

Emelia: November 15th.

II. Standing Business (Actions May NOT Be Taken) Motion: Emily, Arthur

Officer Reports:

- i. PRESIDENT REPORT: I attended office hours, I went to the symposium, it was cool. I got a t-shirt I liked, I will be repping. All my classes this week got cancelled, so I had a week of relaxation. I have some speech I have to give at a scholarship luncheon on Monday. I am judging a halloween costume competition in two weeks.
- ii. VICE PRESIDENT REPORT: I attended office hours, had ICC meeting after last weeks meeting. There are a lot of things in the work that I will share as dates come up. Met with Tea, everything is running smoothly. I have an exam next week.
- iii. STUDENT TRUSTEE REPORT: We had our monthly meeting. Started with an hour and a half walking tour of campus. It was very hot out. We toured the new building. I can't tell you how it is going to look, but theres a lot to be figured out. The building is set to be done January 2026. That was really cool to see that. Then, there's been some big changes in the potential privileges that the Student Trustee will have next year. I think it would be nice to source from ASCOM as a whole, since there is overlap. Hopefully by Spring there will be candidates. They might be able to motion and second items. There might also be a raise in pay. I can share the presentation. It is a lot of photos. I will share it after the meeting.
- iv. SECRETARY REPORT: This week I attended my office hours. I blanked on the office supply request we made a few weeks ago, but I sent that to Sadika, so hopefully all is well. I also attended the first PRAC meeting with Gio, which I'll elaborate on during the committee reports.
- v. TREASURER REPORT: I attended office hours, I went to check out Undocumented Students Day event. We're gonna have our GRC meeting this upcoming Thursday. We are inviting Holly Schaefer. End of report
- vi. SENATOR – TECHNOLOGY: I attended office hours, went to Undocumented students day. I have posted everything. Calendar is marked for future posts. Working with Ryli and Lara for Instagram posts.
- vii. SENATORS (2) – STUDENT ACTIVITIES & SERVICES REPORT: Jorge: This week I attended the Undocumented Students Day event. It was a sick event. Gio and I finished shelves for the shed. Worked on Dia De Los Muertos.
- viii. Farhan: Attended office hours, had Undocumented Students day. The food order was a bit messed up. End of report.
- ix. SENATORS (2) – PUBLIC RELATIONS & MARKETING REPORT: Lara: I finished the Dia de Los Muertos poster, volunteered at Undocumented Students Day. Just had my last mid term.
- x. Arthur: Went to office hours, met with a few board members, still working on Finals Week poster. End of report.

- xi. STATE STUDENT SENATE REPRESENTATIVE REPORT: We are in contact with Region three now. We reached out to them. They already held the meeting. I had to dig. Their communications officer position is vacant which is why we haven't been in contact. I had to reach out to them. I only missed an intro meeting last month. Next meeting is sometime this month. We are in contact now, so that is what matters. I attended old office hours, new office hours will be in affect this upcoming week. I attended undocumented students day. Attended symposium and PRAC. Lots of things.
- xii. ESCOM REPRESENTATIVE REPORT:
- xiii. ASCOM ADVISORS REPORT: Tea: Congrats on Undocumented Students day.  
Great to see the postings on social media. The new office hours schedule poster has been printed. It should be in the poster box right there. I also attended at the equity mental health conference. It is a great opportunity for students to be able to attend. I am continuing to work on student club forms, just processed Heritage of Asia and Pacific club. The Women of Color Cafe is on Wednesday, thank you Cecilia for posting that. We will have Sol Food. I am not sure if I gave this report that we had our Cutiepie cafe. The LGBTQ+ program are hoping to start their club. We are hoping to start that process soon. As always, let us know what you need.
- xiv. Sadika: Arthur, welcome. I know you serve as Model UN treasure. There has to be that transition. If out haven't made your office hours and provide that to Kaveh. I know you met with Arthur, Ryli. I don't know if you had a conversation about parliamentary procedures. For programming, Farhan and Jorge, make sure you are including Arthur on an event. For the snack order, I saw guacamole and chips, it is perishable, so I don't know if we can get it. We should try to do more non-perishables. I am working on P.R.'s. Ryli, Katherine and Emily, thank you. I am also supporting clubs and meeting with them regularly. I am assessing how to onboard them differently. I hope to have some workshops for spring. For the camera: I will put the order in, but I want it to live in my office. We know what happened to the last one. I want it to be with an advisor. You are doing a great job. Looking forward to November. Looking forward to next event. That group for Dia De Los Muertos, keep us posted on what you need. We need to let facilities know that there will be a grill on campus and a mariachi band Let me know if you need anything.

Committee Reports:

- i. COLLEGE COUNCIL REPORT: Nothing to report
- ii. GOVERNANCE REVIEW COUNCIL: Katherine is the cochair, our next meeting was moved to the 24th. We updated Dave King, and Katherine worked with Holly Schaefer. Our website has been updated to reflect new members. She is coming to our next meeting. We hope we can update everyone's committees. In our upcoming meeting, we plan on generating a survey for this fall where you say what goals you have and later on we'll send a follow up in spring. End of report.
- iii. PLANNING AND RESOURCE ALLOCATION COMMITTEE: Kaveh: We attended the first meeting on the 14th. It was a bit discombobulated. The students on the board haven't been included on the emails, so we were not caught up and just



digesting all the information. There was some discussion from the Nursing program requesting a new position in their program, but their presentation was a bit unclear, and there was a lot of confusion about what that means for the nursing program. There was a lot of questions going around.

- iv. Giovanni: Yeah, they also have our emails now, and have received all the documents from the first meeting.
- v. EDUCATIONAL PLANNING COMMITTEE:
- vi. FACILITIES PLANNING COMMITTEE:
- vii. INSTRUCTIONAL EQUIPMENT COMMITTEE:
- viii. PROFESSIONAL LEARNING COMMITTEE:
- ix. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE:
- x. TECHNOLOGY PLANNING COMMITTEE: So it was a lot of A.I and how to prevent the usage of it. There are a lot of teachers against A.I.
- xi. INCLUSION, DIVERSITY, EQUITY, & ACTION COMMITTEE: No meeting this week
- xii. COMMUNITY HOUR COMMITTEE: Jorge: They cancelled the meeting

### 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.*

Ryli: We need to figure out movie night. That is two weeks out. We have everything we need. We should vote on a movie in the group chat. Is there anything to order for that?

Cecilia: What about blankets.

Ryli: Bring your own.

Gio: Does the library have a projector? Or do we?

Sadika: We don't, you would reserve that through IT. You have a huge inflatable screen though. We also had a lot of yoga mats that we can use.

Ryli: Tea I'll send you an email and set up a meeting. Where were movie nights done in the past?

Jorge: In the cafeteria.

Ryli: We'll talk more in the group chat.

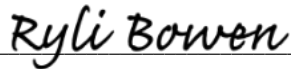
No other communications.

IV. 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)*

*No public comment*

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



ASCOM President



ASCOM Advisor