



**Student Services Building, Room 254**  
**College of Marin-Kentfield Campus**  
**835 College Ave, Kentfield, CA 94904**  
**ASCOM Meeting**  
**MINUTES**  
**February 2, 2024**  
**12:00 p.m. – 1:30 p.m.**

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

OFFICERS	PRESENT	ABSENT
PRESIDENT <b>RYAN BARBOSA</b>	X	
VICE PRESIDENT <b>GAVI BAR-OR</b>	X	
STUDENT TRUSTEE <b>SAIDY REYES</b>	X	
SECRETARY <b>SARAH REYNOSO</b>	X	
TREASURER <b>JORGE CHAN</b>	X	
SENATOR – TECHNOLOGY <b>RYLI BOWEN</b> APPOINTED 1/4/24	X	
SENATOR – STUDENT ACTIVITIES & SERVICES <b>TSHIAMO TSHABALALA</b> APPOINTED 6/7/23	X	
SENATOR – STUDENT ACTIVITIES & SERVICES <b>FLORENTINO VICENSIO</b> APPOINTED 6/7/23	X	
SENATOR – PUBLIC RELATIONS & MARKETING <b>JESSICA DE LEON</b>	X	
SENATOR – PUBLIC RELATIONS & MARKETING <b>GIOVANNI CARBONARO</b> APPOINTED 1/4/24	X	
STATE STUDENT SENATE REP. <b>SABRINA KHALIFA</b> APPOINTED 9/1/23	X	
ESCOM REPRESENTATIVE <b>VACANT (NON-VOTING MEMBER)</b>	N/A	

ASCOM ADVISOR: SADIKA SULAIMAN HARA AND TEA PERALES

AUXILIARY MEMBERS:

MEMBERS OF THE GENERAL PUBLIC: Maria Sanmartin

- a. Adoption of the Agenda:

Sarah, Jorge

b. Approval of the Minutes:

Tshiamo, Gavi

c. Public Comment

- i. *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)

- a. Discussion/action to approve NTE \$1,875.00 from acct.#7300 (Interfund Transfer MCC Departments) for procurement and distribution of 25-75 copies of "The Peach Seed" novel from Book Passage for event giveaway, emphasizing author autographs, fostering community, and enhancing student public speaking skills. PRs and FOAP to follow. Presentation by Sarah Frye, College of Marin librarian.

Sarah, Tshiamo

Sarah- Dave couldn't be here. We are celebrating women's history month. We are bringing the author here. It is a love story about a family's history through generation and the slave trade. It is available online and hoping for print copies. We will host an event and are hoping to give out copies. We are planning to purchase through local bookstore. The book is about 25 dollars apiece. We are inviting the whole campus; we are hoping mostly students.

Ryan- Do you have a rough estimate how many will be attending.

Sarah Frye- About 75 to 100 audience members. The author will be here.

Tshiamo- Similar to the Angela Davis event, a lot of students showed. A lot of students came to that. This is educational.

Sarah Frye- We will be in AC 255.

Jorge- We have about eight thousand.

Ryan- My only concern is that they won't be picked up, but I guess we can just leave them in the library.

Tshiamo- It won't go to waste.

Motion to vote: Jorge, Gavi

10-0-0

**PASSES**

- b. Discussion on ZTCD progress and textbook costs. Presentation by Dr. Ron Oxford, College of Marin part-time librarian.

Sarah, Sabrina

Ron- I am very impressed with your Roberts rules. Textbook and affordability—when it comes to faculty members and being able to help, we can't really especially with housing and student security. What we can help is with textbook affordability. The textbooks costs are going up. The percentage increase with textbooks is out of control. There are ways to alleviate those costs. Getting the costs of the textbooks down is good. LTP OER and ZTC at come. LTP is a library textbook program. There are copies in the library. OER is open educational resources. ZTCD is a degree where the books are open and free. The problem with LTP, it is expensive. The Pearson and vendor textbooks are hard. It is a strain for the library. We are hoping to do OER. Instructors and faculty around the world work to create free resources and they're just as effective than textbooks. Professors can adapt the textbooks and they're free to the students. ZTCD is making a promise that if you major in sociology, you never have to purchase a book. The next steps is to spread awareness of OER. People should be able to print the book out. We just got a grant of 180,000 to work on these ZTCD. We would like to have some student involvement. Or create a taskforce. Contact the library, myself, or Michelle. In the class schedule, also, when scheduling for your classes you can look for textbooks where you don't have to buy a textbook. It's not very accurate because sometimes it can say that it is ZTC but it is actually just on sale in the library.

Ryan- I have a history class that uses free textbooks, but I am not sure if that's OER.

Jessica- This is a great thing for a lot of students. We need to share more of this.

Tshiamo- I don't think a lot of students know that you can filter for ZTC. I think it is important from the larger perspective and go into classes and have orientations with them and counseling about this.

Ron- That is why I wanted to come to you folks. Working with everyone is really to get it to the forefront.

Ryan- I am taking a look at the class catalog and there are a lot of classes that have expensive textbooks. The biggest issues that COM has is that they're not well advertised. Especially for textbooks. I use EOPS, but it is not open for everyone. I think as long as we advertise it better.

Ron- Over the pasts several years, there are more classes that are ZTC. It is also awareness for the students.

Sarah- We can promote it on our social media.

Ryan- The library can also table at Club fest to spread this awareness.

- c. Debrief on the Sun and Moon Ball. Presentation by Sarah Ritter and Maya, Drama Club representatives.

Sarah, Sabrina

It was Sarah and Maya's idea. They recommend is holding the event during the semester and not the break. Catering was a big decision. Sarah talked with the police and had the officer on the phone in case anything happened. They promoted the event online. The hardest part was deciding on decisions. The paperwork was a lot of work. The financials too. The food was the most expensive part.

Ryan- How many people attended?

Maya- About 50, some came in and out, some came for food. We didn't have a photographer.

Sarah Ritter- We had one, but they canceled the day of the event.

Maya- we had a lot of decorations thanks to you guys. We had prom royals and Funky Jams. We had about 50 people because not many people knew the dances. There was a group of 30 people trying to keep up. Everyone dressed up and had fun.

Sarah Ritter- We had our advisors there. The policeman was there in the beginning. The ushers were also complicated to plan. We had ushering shifts and making sure they weren't too long—a schedule. We had no escalations. I didn't have to call the police.

- d. Discussion/action to approve NTE **\$1,500.00** from acct.#4500.04 (Event Supplies) for Club Fest. PRs to follow to reimburse board members and/or M CCD P-Card. Presentation by Club Fest Co-leads.

Sarah, Gavi

Ryan- How is the budget looking like?

Jorge- This is more than comfortable amount.

Ryan- How much do we have in the event supplies. How much did we spend on Welcome Week?

Tshiamo- I think we spent no more than \$956 for welcome week.

Jorge- Just over 6 thousand.

Ryan- Let's give a run through-- okay so we are paying for food, a photo booth, what else? Are we offering drinks?

Tino- We are ordering from mountain mikes, it is around 310 dollars. Three cheese pizzas, pepperoni, and then pineapple chicken pizza. For drinks, we are using the left over agua fresca and any sodas.

Ryan- are you able to upload this? And then what else?

Tino- Yes. For the second day, we will have crumbl cookies. It will be 290 dollars. And we will be using hot chocolate for the drinks.

Ryan- great, that sounds very sustainable. What is the food total?

Sabrina- The total is about 550 but we are saying about 600.

Ryan- So we have a lot of cushion money.

Tshiamo- For the balloon arch, we are getting a helium tank, and the arch is from amazon. It is a 30 dollar situation. We have helium in the shed that we can refill. I sent it to Sarah, but I am not sure if she received it.

Sarah- I checked the agenda right before I sent the agenda, and I did not see anything in the drive.

Ryan- I see the templates, but I don't see anything.

Sarah- As long as we know what we're planning, given what they presented with the food, I feel we have a lot of space, so I am not worried with the financials. I think it is good for us to go ahead and approve and we can talk about this later.

Ryan- Just for transparency, since we implemented this new thing.

Tshiamo- As Ryan said, it's just for transparency, we should have a budget breakdown to present at these. But for the arch, we will have a backdrop. And funky jams will be there.

Ryli- I can have a mic and interview people at the event.

Sadika- you can also use the camera or your phone to take photos.

Motion to vote: Gio, Jorge

10-0-0

**PASSES**

- e. Debrief on the Welcome Week event. Debrief by event co-leads.

Sarah, Jorge

It was a rough start. Some strengths that they ordered on time, the food arrived on time, they had many different stations, a lot of people helped, a lot of follower gains. Growth; make sure to have activities form signed by Sadika and Ryan. Make sure to follow up and set up by 12:30. Make sure to delegate people to different stations in the volunteer sheet. We will know later about the volunteer sheet. Make sure to have the tables be out at least two hours. Teamwork was efficient and was delegated equally. Future advice, be prepared earlier, SAS lawn is perfect for some activities to bring students forward.

Ryan wants to create a document with who's co leading events.

**Motion to extend the time: Sabrina, Saigy**

Sadika- I think there was a plan to get a whiteboard to put these events on.

Tshiamo- It has been hard to find, as well as the volunteer sheet.

Sarah- We can use a google doc as a temporary use.

Ryan- I am confused why we can't use a board?

Tshiamo- It is a premade calendar.

Ryan- Are we designing it?

Sadika- Tea can send you what ASCOM has used before.

f. Discussion on ASCOM Leadership and Services awards. Presentation by Jorge, Treasurer.

Sabrina, Gavi

Jorge- I come before you all to ask if you could be on the committee to pick it. The deadline I picked is March 15<sup>th</sup> to let the potential committee members when they will start doing the work of choosing. I had to pick between March 10 and March 20.

Sabrina- Wait, so March 15 is the time when you are decided who will get it?

Jorge- No, that is when the deadline is due for the applications. The following weekend I will organize the applications and send them to you guys [committee]. I will give you guys two weeks.

Ryan- The decisions will be released when?

Jorge- Ideally April 1<sup>st</sup>.

Ryan- When do you want to establish the committee.

Sadika- he is going off of Kudos Corner. This will be unveiled at Kudos Corner.

Jorge- That is the 29<sup>th</sup> of April.

Sadika- Or the 6<sup>th</sup>, the president is still deciding. They need to get this complete so you can get it on the PowerPoint.

Jorge- It is four scholarships, 500 dollars each totaling 2000 dollars. Anyone can apply. There is a GPA requirement, a certain amount of credits, answer short questions.

Tshiamo- but what happens if someone is not a 3.0 or higher, but they have good enough reason?

Sadika- The GPA requirement is a 2.0

Tshiamo- Oh, okay, I just wanted to ask how do we level it out?

Sadika- No one under 2.0 will be considered.

Tshiamo- I'm applying.

Jorge- Is anyone interested?

Ryli- I can do it.

Gavi- Me too.

Tshiamo- If I am on the committee, can I still apply?

Jorge- No. I will too, I am here next year.

Tshiamo- You can also open it to other people.

Gavi- I can send it to the ICC reps.

Ryan- So you need another representative.

Jorge- I will be in contact with PR and Marketing about making a poster and a QR code with Senator of Tech.

g. Discussion on Equity Video. Presentation by Tea Perales, ASCOM Co-Advisor.

Sarah, Saidy

Tea shows two videos; do's and don'ts. The other video is on Brad Lomax.

Tshiamo- being black, this month everyone looks to you to speak about it. What has been implemented in African history is not shown in museums.

Saidy- it was really interesting to see the black panthers help with the disability movement.

**Motion to extend time: Gavi, Saidy**

Tea- how can you continue to center solidarity with Africa American folks.

Saidy- Demonstrate other black heroes. That could be a new start.

Gio- I know Frank, from my film class, covered a lot of topics about black leaders.

- h. Discussion/update on upcoming events. Presentation by ASCOM members.

Gavi, Sabrina

Club Fest

Ryan- I will create the progress google document today. Let's make a reference point.

Tshiamo- for those who are planning black history month, we will request money next week.

Gavi- we have the same amount of clubs that were at the.

Ryan- for the new funds form, it is a natural struggle to get the new forms on time. I don't understand to have three different signatures.

Tshiamo- it is because no one met with us last semester. Jorge signs the budget at the end.

## II. Standing Business (Actions May NOT Be Taken)

### Officer Reports:

#### i. PRESIDENT REPORT:

I had my office hours. I am doing some outreach to other departments. I am helping host an event for canal alliance. I am working with facilities on gym use.

#### ii. VICE PRESIDENT REPORT:

I went to welcome week. I have been working a lot on club fest. I printed 30 posters and put them up on campus. I am updating the constitution. I had a 1-1- with Tea.

#### iii. STUDENT TRUSTEE REPORT:

I am preparing for the first meeting this semester. I went a little bit for welcome week. I am also working on writing a resolution for SSCCC since the deadline is on Feb 14<sup>th</sup>.

#### iv. SECRETARY REPORT:



This week I've sent a couple of emails relating to making sure our attendees receive confirmation about this meeting, Jorge and I being on track of our club fest planning and trying to ensure a smooth transition to help anywhere we can since we're just turning in forms. I've also had the IDEA committee meeting before this meeting. And I helped with the set up and handled food for the Welcome Week event.

v. TREASURER REPORT:

I attended welcome week. I attended speak safe. I worked my office hours.

vi. SENATOR – TECHNOLOGY:

I am brainstorming ways to fit in my role and making it interactive, the social media.

vii. SENATORS (2) – STUDENT ACTIVITIES & SERVICES:

Tino- I talked with Tea, went to speak safe, I attended welcome week. I am talking with Malaika too.

Tshiamo- I had two committee meetings, I had speak safe. I Executed welcome week and the debrief. I had office hours, spoke with Nequeshé. I am working on the superintendent committee. I am looking at applications for that.

viii. SENATORS (2) – PUBLIC RELATIONS & MARKETING:

Gio- Club fest posters are finished. I could get them today. I attended office hours.

Jessica- I worked on the office hours posters. I met with Tea and I need to tell you guys that I am resigning from my position. This is the best option for me.

ix. STATE STUDENT SENATE REPRESENTATIVE REPORT:

I helped set up welcome week. I went to speak safe, did my office hours, met with Tea about general assembly. I have the delegate assembly meeting today.

x. ESCOM REPRESENTATIVE REPORT:

xi. ASCOM ADVISORS REPORT:

Sadika- Great job today, thanks Tea for the video. Let me know what you need. Prioritize your needs. Mask up if you're sick.

Tea- Congratulations on welcome week! Great debrief session to the co-leads. I wanted to also announce that student activities is putting on the first leadership retreat. It will be from 10 AM to 3 PM. Women of color café is happening the end of this month. I wanted to remind that I will be out of the office from 6<sup>th</sup> to the 20<sup>th</sup>. I wont check emails, so Sadika and Malaika are there. Jessica if you still want to attend general assembly, please let me know. This semester is varsity.

Committee Reports: **Motion to Skip: Tshiamo, Saidy**

- i. COLLEGE COUNCIL REPORT – GAVI & RYAN:
- ii. GOVERNANCE REVIEW COUNCIL – NONE:
- iii. PLANNING AND RESOURCE ALLOCATION COMMITTEE – JESSICA:
- iv. EDUCATIONAL PLANNING COMMITTEE – NONE:
- v. FACILITIES PLANNING COMMITTEE –NONE:
- vi. INSTRUCTIONAL EQUIPMENT COMMITTEE – JORGE:
- vii. PROFESSIONAL LEARNING COMMITTEE – TSHIAMO:
- viii. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE – TINO:
- ix. TECHNOLOGY PLANNING COMMITTEE – NONE:
- x. INCLUSION, DIVERSITY, EQUITY, AND ACTION COMMITTEE – SAIDY & SARAH:
- xi. COMMUNITY HOUR COMMITTEE – TSHIAMO & TINO:

IV. Communications from the Floor **Motion to skip: Gavi, Jorge**

- 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.*

I. Public Comment

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II. Adjournment: 1:44 PM

Gavi, Tshiamo



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**ASCOM President**



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**ASCOM Advisor**