



**Student Services Building, Room 254  
College of Marin-Kentfield Campus  
835 College Ave, Kentfield, CA 94904  
ASCOM Meeting  
**MINUTES**  
March 28, 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 <b>RYLI BOWEN</b>		EX
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>		
SENATOR – TECHNOLOGY <b>LARA BISHOP</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>CECILIA CHAN</b>	X	

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

c.

ASCOM ADVISOR:

AUXILIARY MEMBERS:

MEMBERS OF THE GENERAL PUBLIC:

- c. Adoption of the Agenda: Motion: Jorge, Gio
- d. Approval of the Minutes: Motion: Kaveh, Arthur
- 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: Kaveh, Lara

- a. Discussion/action to approve NTE \$550 from acct.#7200 (Intrafund Club) into acct. #9575-70 (current balance is \$571.17) for Transfer Club UC Berkeley trip. Presentation by Arthur Hu, ASCOM Sen. of P.R. & Marketing.

Motion: Jorge, Gio

Arthur: So Transfer club is hosting a trip to Berkeley. They do this every semester because they are transfer club. The purpose is to help people get to know the campuses. The transfer center is funding transportation. The request included \$100 for stickers, lunch for 30 people, at \$450 and \$1000 for a photo booth.

Lara: A photo booth for \$1000?

Matt: Historically in transfer club - I have a email thread on it - The photo booth is specifically for commencement. Transfer club has been paying for the cost.

Emily: Oh so the photo booth is for commencement, not for the trip to UC Berkeley.

Matt: Yes. This semester, we are only funding lunch for the UC Berkeley trip. The stickers are just generally transfer club stickers. We did shirts last semester but we wanted to be more financially considerate. So we thought that stickers would be better. It is easier to market.

Emily: How much do we have in the Intrafund club account?

Katherine: We would not be able to grant that much money because, right now after all of the updates we have on the minutes, The exact amount right now is \$3043 left. We would have to give them money from another account.

Jorge: We could move money around, but that would be something we would have to talk about with Sadika.

Cecilia: What if we did half of the photo booth and transfer club could fundraise the other half. If it is just for commencement I don't think that is as much of a worry as getting lunch for the tour.

Matt: I think that option we're discussing is okay. I will contact the transfer coordinator to potentially pull funds from the transfer center and see if they can make up for anything we're falling short on.

Emily: Since commencement isn't until May you could also fundraise. I think in terms of funds, we are going to have to face the music and start moving money around, or saying no to more people.

Gio: We could also get Nequeshé's spinning photo booth and save some money.

Cecilia: We also wanted to fundraise for Earth Day, so we could have the transfer club join us to hopefully get some more funds there.

Jorge: Asking money for the trip as well as photo booth separately>?

Kaveh: I think we should pay for the food in full. I don't know the timeline for the photobooth, like how much in advance it needs to be arranged. But if it needs to be done 2 weeks in advance, you can come then, and we can see what we can do from there. At that point in the semester, we'll know how much we can give out.

Emily: So, we're landing on \$550 then.

Matt: That makes sense. I will have further discussion with the transfer center. I do like the other photo booth idea. I would like to buy the photo booth just to keep that relationship going, but I understand if we need to be more cost effective.

Motion to Amend item a from \$1550 to \$550: Arthur, Lara

Motion to vote: Emily, Arthur

9-0-0

PASSES

Emily: I was going to ask for

- b. Discussion/action to approve NTE \$81 from acct.#7200 (Intrafund Club) into acct.# 9576-37 (current balance will be 0 after reimbursement) for tickets to the International Ocean Film Festival for the Audubon Nature Conservation Club. Presentation by club members.

Motion to discuss: Kaveh, Jorge

Kaveh: I've been in contact with the president of the club. She wanted to buy 3 tickets to this film festival. I don't know a lot about the festival, but I think it is a small event she wants students to go to. It is only \$27 a ticket.

Emily: I think that is a smaller amount of students. Emphasize that we want an infographic. We should emphasize them to take pictures.

Motion to vote: Arthur, Lara

9-0-0

PASSES

- c. Discussion/action to approve NTE \$1,500 from acct.#4500.04 (Event supplies) for Earth Day event. Reimburse Sadika/ASCOM P-Card. PRs to follow. Presentation by event co-leads.

Motion to discuss: Arthur, Jorge

Emily: We are planning it. We have some fun ideas including a clothing swap, reusable napkins to give out the food, and we want to be able to get students to gather to appreciate the holiday.

Gio: We want money to collaborate with the clubs.

Emily: We looked at the account. The current total \$5180. This would be taking a reasonable amount of that.

Katherine: Actually, after all of the updates, the recent updated budget is now \$1312.70.

Emily: Oh okay. In relation to this item, I'd love if you'd try to stay as current as possible to that account. It is difficult for us to make informed decisions about granting money. If we don't have an accurate portrayal of the amount of money available, it puts us in a sticky situation. But this does significantly change how we move forward. Well, speaking from experience, Kaveh and I were able to get a really cheap finals day. WE can get free bagels from Noah's We are going to have to be a little scrappy. For AAPI month, we can try to focus more on the history and less on getting food from the event. And, HPI might have extra funds. I propose that we amend this item to \$500 given how inexpensive finals week is.

Motion to amend item c from \$1500 to \$500: Jorge, Lara

Motion to vote: Gio, Arthur

9-0-0

PASSES

- d. Discussion/action on creating Senator of Environmental Action position on ASCOM Board. Presentation by Amely Feiler and Emily Cardwell.

Motion to discuss: Gio, Arthur

Emily: Coming back to this after last meeting. I am still in full support of this. I think it is cost effective and a meaningful and powerful role. It shows our students we are putting thought into our carbon footprint. Even when we don't have people leading so many things at once, we will have a position that is pushing us in the right direction.

Amely: Gio brought up some valid points. I appreciate you for bringing that up. I wanted to ask if there is still any questions. I also talked to Sadika in terms of funding for the position. It wouldn't take out of any current stipends, it would be added.

Gio: I do have more questions. But I checked the constitution and there doesn't seem to be any conflicts. The primary questions I do have are budget related. From my understanding, you would also have to work with facilities a lot as well.

Amely: Yes. That position would be on the new established committee. The director of the department will most likely be the chair of that. He will be working closely with the maintenance department. That is another big issue in terms of transparency. In January, they announced they will be rolling out a new composting system. I don't think this has been announced to student body at all. That is where that position becomes important to spread that information. Also, just putting out new receptacles is not going to do the job. People need to be educated on how to use it. That is where events make sure that once the new system is in place that it gets utilized. They had a pilot in SMN building put up in 2019 and there was some momentum but then it got lost. Nudging different constituencies and holding them accountable.

Gio: How is this going to effect event budgeting? You would use this position to provide more funding to environmental clubs to do more?

Amely: there wouldn't necessarily be more funding to environmental clubs. It should come from ASCOM directly when things are hosted.

Gio: I also don't want to dominate the discussion.

Amely: You brought up some good questions.

Emily: I think it is good they are being asked instead of ruminating over.

Motion to vote: Arthur, Kaveh

9-0-0

**PASSES**

- e. Update on G.A. resolutions. Presentation by Giovanni Carbonaro, SSSCC Representative

Motion to discuss: Kaveh, Jorge

Gio: Okay so I basically made a google sheet. There is a little bit more work on it. It is a way of us having a general idea of the types of resolutions we will see. Also a way of gauging how we all stand in terms of voting. Everyone on the board needs to say yes or no. I will also provide a primary document that has all of the legal wording for each resolution including citations, links to businesses, and all of the matriculations on the actual document. If anyone has any questions they can read it themselves. It is basically to give everyone the opportunity to see what resolutions are happening. There won't be

confusing and have a general idea. When we go to GA when there is a resolution, I am going to ask everyone there how we feel. Based on the majority of yes and no's, I will vote on behalf of all of you. It is important you have an idea. I will try to print out a sheet that I will bring to GA. These are also the older decimated, one. This is a rough idea of what is going to happen. They might be edited day of. It is important that everyone has an understanding. A lot of the resolutions this year are extremely impactful. This year everyone is kind of on the same page now. Everyone wants to make a lot of change. It is really important that you go over it when I send it out. I will send it out later today.

- f. Discussion about ASCOM scholarship awards. Presentation by Katherine Hsiaw, ASCOM Treasurer.

Motion to discuss: Kaveh, Arthur

Katherine: So since I am applying for the scholarship award also, I cannot be on the committee. So I will be choosing a new committee, who will be Jorge, Emelia, and Gio.

Cecilia: Didn't me and Emily volunteer for this?

Emelia: Yeah I thought that 2 meetings ago she mentioned it and I volunteered.

Katherine: Oh I didn't know that, I probably wasn't at that meeting.

Kaveh: I have it in the minutes from a few weeks ago when we discussed it. Did Tea mention this to you?

Katherine: Tea never mentioned it to me. Never mind.

Emily: Whoever reviews it will review it.

Katherine: The thing is I had a one on one with her and I told her it was going to be X, Y, and Z. She never told me that anyone volunteered.

Emily: It sounds like it will be Gio, Jorge, and Emelia.

- g. Update on budget. Presentation by Katherine Hsiaw, ASCOM Treasurer.  
Motion to discuss: Arthur, Lara

Katherine: I will be going over the important ones such as office supplies we have \$1064.03. Event supplies we have \$1312.17. Account 7200, we have \$3,043. Then for the Intrafund Departments we have \$6,589.56 For our contingency fund we have \$5,061.13.

Jorge: What number is the contingency?

Katherine: #7900

Emily: We can talk to our advisors when they are here about potentially moving money around.

- h. Discussion on Equity Video. Presentation by Tea Perales, Equity and Activities coordinator/ASCOM co-advisor.  
Motion to table: Arthur, Lara

i. Discussion about upcoming events. Presentation by all board members.  
Motion to discuss: Gio, Arthur

Emily; Finishing up week 4 for earth day. Been some scheduling conflicts. Spring fling is on day we were planning on doing it. We are chatting with all the clubs right now. With the shifting of the budget now, the event might be a pot luck.

Gio: ROFF is sent out over email to Katherine and Farhan and Jorge and Kaveh. I made the link to the breakdown. I need you guys to look over it. The budget is different now. If you guys could write your names on that to approve it. Today would be great.

II. Standing Business (Actions May NOT Be Taken) Motion to discuss: Arthur, Jorge  
Officer Reports:

- i. PRESIDENT REPORT: Hi everyone I hope your spring breaks went well and everyone was safe. This week I unfortunately was not very present at school as I was out of town for two days. I had to miss Monday the women's history month event because I was in Washington for a volleyball tournament and had to miss the meet the candidates event due to my volleyball game getting rescheduled. On Monday, I was.... for lack of a better wording....alarmed by how hands off everyone was and it seemed like there was a struggle for someone to take the lead or plan who was going to take lead after i mentioned I wasn't going to be present. I just want everyone to be aware of that dynamic and recognize that there will be moments when i or your main coordinator (whenever you are, jobs, internships, school, etc) won't be available and the event still needs to go on and essentially what im trying to say is someone needs to step up. On Thursday (yesterday) i attended an all day conference for student athletes in leadership. I was super insightful and made me really excited for GA with e everyone. That being said please respond to Tea's confirmation Email ASAP if you are attending GA this year. Aside from that i heard good things about the meet the candidates event! Super exciting time and if anyone has questions about ASCOM, be prepared to answer them. I will see everyone next week and please reach out if you all need anything at all. Also Sadika, I will reach out asap to schedule a 1:1 I'm just at my volleyball game as this is being read out so haven't had a chance.
- ii. VICE PRESIDENT REPORT: I have been working on earth day event. Talking to Tea about that. Have ICC meeting today at 2. Kind of a hectic week, but everything is all good. I want to let everyone know there will not be a meeting next Friday due to GA. I attended all my office hours. End of report.
- iii. STUDENT TRUSTEE REPORT: Not a lot going on this week, no board meeting. Meeting with president next week about student trustee role next year. End of report.
- iv. SECRETARY REPORT: This week I attended my office hours and made the agenda. End of report.

- v. TREASURER REPORT: I don't have a lot to share. I have a lot of mid terms coming up. I will keep on working on the scholarship event and keep you all updated on the budget.
- vi. SENATOR – TECHNOLOGY: I have been posting everyday on insta. Did all my office hours. Checked out the candidate event. The Women History event went good. I am glad to be back. End of report.
- vii. SENATORS (2) – STUDENT ACTIVITIES & SERVICES REPORT: Jorge: This week I attended the Women's History event. Congrats to the co leads. I went to the Meet the Candidates event. I did some things for ASCOM scholarship and attended my office hours.

Farhan: On Tuesday I attended my office hours. I wasn't able to make it yesterday. I went to Women's History Month as well. End of report.

- viii. SENATORS (2) – PUBLIC RELATIONS & MARKETING REPORT: Cecilia: Completed office hours and attended with meet the candidates. I didn't attend Women's History Month because I was sick. End of report

Arthur: I went to meet the candidates. I took some feedback from students. Started putting together a list. The professors are keeping things on hold. Journalism club had first meeting.

- ix. STATE STUDENT SENATE REPRESENTATIVE REPORT: I will attend my office hours, I have been working on earth day with co leads. I attended women's history month. I also attended PRAC. I will be attending one or two meetings in regards to G.A. End of report.
- x. ESCOM REPRESENTATIVE REPORT:
- xi. ASCOM ADVISORS REPORT:  
Sadika and Tea are in interviews today, which is why they are not present. Congrats to the Womxn's History event team for a fun event with 100 students in attendance. The fact board was fun to see students engage with. The ASCOM Meet the Candidates event was a success with 95-100 students attending. Shout out to Kaveh and Jorge for assisting with set up, pizza, and breakdown.  
As we move towards the next event, please be sure to follow the timeline for planning, including poster creation and printing. We ask that all ASCOM posters and sandwich boards be taken down right after the event.  
Additionally, be sure to communicate any changes to your schedule, and if you will not be attending a meeting, we need to know this ahead of time, including who your proxy will be. If we are not notified, then this will be counted as an unexcused absence. Three unexcused absences could result in removal from the board.  
Finally, let us know what you need, as always. We are available by email today if anything comes up. We hope everyone has a nice weekend.

#### Committee Reports:

- i. COLLEGE COUNCIL REPORT:
- ii. GOVERNANCE REVIEW COUNCIL: We met yesterday, something that became solidified is the creation of the EAC, which will be in PGS next year. There had been a lot of discussion about replacing facilities and planning or how it was going to fit it. So it looks like starting next year there will be a student opening. When we first



brought up the sustainability. We have ASCOM members on all the other committees. Next year we make sure the senator is involved in the committee. I think Ryli and Emily will be discussing it. We got survey results from other committees. The feedback is really importance for PGS. Everything is decentralized. We are going to do a better job next year of centralizing the info. We are working on improving that for next year.

- iii. PLANNING AND RESOURCE ALLOCATION COMMITTEE: Alright so we were talking about careers development for students. Breaking down all certifications we provide. Enrollment for those communications. More funding is requested for EMT certification. Enrollment has doubled. Nursing department is hiring more faculty.
- 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:
- xiii. CAMPUS SECURITY AND POLICING: We talked about some lighting issues at IVC and this is just normal, but a lot of arguments. We talked about making parking permit free for all students. Maybe they'll finally be able to do it.

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.*

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)*

V. Adjournment: 12:59 pm

VI. Motion to adjourn: Jorge, Arthur

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**ASCOM President**



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**ASCOM Advisor**