



Student Services Building, Room 254
College of Marin-Kentfield Campus
835 College Ave, Kentfield, CA 94904
ASCOM Meeting
MINUTES
September 22, 2023
12:00 p.m. – 1:30 a.m.

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

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

ASCOM ADVISOR: SADIKA SULAIMAN HARA AND TEA PERALES

AUXILIARY MEMBERS:

MEMBERS OF THE GENERAL PUBLIC:

Mark DeHart

Kevin Colgate

Giovanni Carbonaro

a. Adoption of the Agenda:

Tshiamo, Gavi

Amend agenda item j \$100 for spooky season tent: Tshiamo, Jorge

b. Approval of the Minutes:

Tshiamo, Jessica

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 make Rising Scholars Club an official club and award \$100.00 for seed money. Presentation by Mark DeHart, Rising Scholars Club ICC representative.

Gavi, Tshiamo

Mark- Hi everyone. I have submitted an agenda item to be recognized. We are a club for formally incarcerated to help participate as students from COM. We request to be formally recognized. I have emailed Sarah a fund request form to watch a quest about San Quentin.

Ryan- Thanks for coming here today. For the funds, we have to approve you, but you would have to ask for funds next week.

Tshiamo- Don't they also get some money for starting out?

Gavi- Yes, \$100.00

Motion to Vote: Tshiamo, Jorge

10-0-0

PASSES

- b. Discussion/approve to amend item “f” from 8/25/23 minutes to change account number to 6400 (Equipment), and to make a \$3,000.00 transfer from acct.# 7200 (clubs = \$12,000) to acct.# 6400 (Equipment) to cover camera expenses. Presentation by Sadika, Advisor.

Tshiamo, Gavi

Tea- We just need to change the account number so the money can be transferred.

Tshiamo- We see it is transferring from the clubs?

Ryan- They’re just shuffling money accounts.

Motion to vote: Tshiamo, Fatimah

10-0-0

PASSES

- c. Discussion/approve to amend item “b” from 8/25/23 minutes to change “pay MCCD” to “pay Albrect & Co” directly for apparel. Presentation by Sadika, ASCOM Advisor.

Sabrina, Tshiamo

Sadika- They’re just adjustments to pay for these items. Originally, it’s to transfer it to a business account, but it’s for a vendor. The second one is just an accounting thing.

Motion to vote: Tshiamo, Gavi

10-0-0

PASSES

- d. Discussion/action NTE \$750.00 from acct.#4500.04 (event supplies) for Latinx Heritage Month. PRs to follow for reimbursements to co-leads and/or MCCD, Sadika’s P-Card. Presentation by Latinx Heritage Month Co-leads.

Tshiamo, Sabrina

Ryan- We are requesting this money for the event. We are paying for pupusas, pinata, agua frescas. We have the budget breakdown, it’s in the Google Drive.

Motion to vote: Tshiamo, Sabrina

10-0-0

PASSES

- e. Discussion/approve to amend item “h” from 9/1/23 minutes to reimburse Fatimah Nakhuda for \$162.13 for Alumni Panel refreshments. PRs to follow. Presentation by Jorge, Treasurer.

Tshiamo, Gavi

Jorge- This is to reimburse Fatimah, she spent it at Costco.

Tshiamo- Do you have to amend the minutes to say we have to reimburse Fatimah?

Sadika- It is just changing it because it says to reimburse my P-card, but Fatimah paid for it

Motion to vote: Jessica, Tino

10-0-0

PASSES

- f. Discussion on Alumni Panel Debrief. Presentation by Alumni Panel Co-leads.

Tshiamo, Jessica

Gavi- As far as teamwork, it was a good time getting everything done, but a hard time meeting up. Maybe we can meet up at night. We divided the work up evenly. Good teamwork. We basically all had certain tasks like Fatimah got the food, and I got the clean up.

Jorge- We divided it up equally.

Gavi- we talked a lot through text.

Jorge- it wasn't too hard to plan, we got a lot of inspiration from the past alumni panels. We also had a large selection of alumni. Our weeks five and four happened during the beginning of the semester. We also had issues on the day of with the zoom link, the camera, and audio

Jessica- The room filled up with 40 people. It went pretty well. We didn't exceed our budget either. We didn't realize that meeting with the senators of student activities and services could have helped. Planning more efficiently the zoom could've been better.

Ryan- What recommendations would you make?

Jessica- Meeting with the senators

Jorge- also testing out the zoom link beforehand.

Fatimah- Also getting a mix of more people could have been better.

Ryan- It was well planned in the sense that you guys were able to ask the questions. But the zoom link not being sent out defeats the purpose of the event. Make sure to figure out logistics a week before so that you're prepared.

Tino- I take accountability that I didn't meet with you guys, but also we're not supposed to bring plastic water bottles.

Tshaimo- The brainstorming thing is also beneficial. It is your guideline. We can see a bigger picture, ask for help, and ask for advice. If you need any guidance, feel free to contact us at any time.

Ryan- For new folks, don't hesitate to reach out because things have to run smoothly. It is better to ask than to take the assumption that that's how it's supposed to be.

Saidy- I think we can move the event to the cafeteria.

Ryan- Yeah, we can host it here and then broadcast it. Somehow the mail room was booked?

Gavi- No, we should just also just book the lecture room earlier.

Tea- it was. A great panel. The students were really inspired. I wanted to add the hybrid style where people can join through Zoom, the great mic in the ASCOM room can also be used during the program as well.

g. Discussion/update on ASCOM budget. Presentation by Jorge, Treasurer.

Tshiamo, Tino

Jorge- we have our first PR in the events account. Our office supplies account is \$3,000.

Ryan- so events have \$10,000 roughly.

Jorge- Yes, about \$10,000. But it is just one PR from Club Fest. I don't have the exact amount, it's close to \$8,000.

Ryan- We also spent \$1600 for the bounce house.

Jorge- On this PR, we have a charge of \$800. All of the rest from club fest add up to \$1676.

Tshiamo- I think we're still good.

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

Sabrina, Tino

Tea- Hi folks, give me one moment. In honor of Latinx Heritage Month and suicide awareness month, this is a video about awareness around mental health. Any questions or thoughts?

Ryan- Marin County has its own crisis mental health line. It is important to text Marin to this number because they're trying to see the problems. It is all confidential, 24/7. Unless you're trying to hurt yourself or harm others.

Tea- Just know that there are various resources out there. We recognize the support goes beyond being an Ascom member. I see that Kevin follows the videos too. It's short clips that make videos about social justice and equity.

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

Tshiamo, Sabrina

Ryan- We have been meeting every week. Yesterday we had another meeting. We requested money today. Canal Alliance will be there, the ESL department. We will be decorating with Latin flags.

Tino- we ordered two pinatas as well. Each table will have its own program and trivia questions or bring their own resources.

Spooky Season

Tshiamo- We met last week and also with Nequeshé. We were going to do a haunted house in the location but dr. coon said no for legal reasons. We are asking for a gazebo for our haunted house. This tent will be used for future boards as well. We haven't ordered everything as well.

Ryan- How are you dividing up the work?

Jessica- It is sort of complicated.

Tshiamo- we have to resend the student activities form too. We have the luxury of working with Nequeshé. Our aspect of Spooky season fall yall. We are dividing work in terms of posters, measurements, and dynamics. We will come on Tuesday at night and set up as a group.

Tino- The next event is also next week for brainstorming week, so we have to get on that as well.

- j. Discussion/action NTE \$100.00 from acct.#4500.04 (event supplies) for Spooky Season tent. PRs to follow, reimburse MCCD, Sadika's P-Card. Presentation by Tshiamo, Senator of Activities and Services.

Jessica, Sabrina

Tshiamo- it's a canopy kind of situation. We will be tarping the inside. The outside will be white, we'll tape up the windows.

Ryan- \$100.00 is enough?

Tshiamo- it is 10 by 30. It is 93 plus tax ish. I wanted to ask Sadika, because of the P-card

Sadika- There's no issue anymore, you can talk with Malaika.

Motion to vote: Jessica, Sabrina

10-0-0

PASSES

II. Standing Business (Actions May NOT Be Taken)

Officer Reports:

i. PRESIDENT REPORT:

Thank you guys for the alumni panel. I am also able to get three students connected with committee chairs. I've been encountering trouble with my 1 on 1s. I will get back soon. We are getting ready for Latinx event. Not much of a busy week.

ii. VICE PRESIDENT REPORT:

I also had to deal with people with committees. I held our second ICC meeting. I went over club finances. I also have every club that is official. I worked on the debrief for that. And spooky season

iii. STUDENT TRUSTEE REPORT:

I had the board of trustees meeting going over new hires for the ESL department, the nursing department. There was a music professor too. They went over enrollment. __.

iv. SECRETARY REPORT:

I finalized emails with communities for Latinx.

v. TREASURER REPORT:

I did the alumni panel. I did the debrief, and had my office hours. Had a wave of PRs to sign.

vi. SENATOR – TECHNOLOGY:

I did a few posts. Attended my committee meeting. I went with Fatimah to get food for the alumni panel.

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

Tino- I met with Latinx and finalized what to do. We got the surveys and we'll talk about it. I am going to work on the volunteer sheet so its more specific.

Tshiamo- I attended alumni panel. Tino and I had community hour. I had PLC committee. We are working on the volunteer sheet. Also co-leads will have access to our calendars. We are working on the surveys and how we can improve.

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

Fatimah- I helped out with alumni panel and made the new ascom board poster and made the office hours posters.

Jessica- alumni panel and met with spooky season group and I am starting on that poster.

ix. STATE STUDENT SENATE REPRESENTATIVE REPORT:

I met with Tea and we went over certain expectations and what general assembly is going to look like. I met with Kevin and where he is at with scheduling his meeting. I also met with Latinx heritage month.

x. ESCOM REPRESENTATIVE REPORT:

xi. ASCOM ADVISORS REPORT:

Tea- great job on the panel. I will be out of the office by next Tuesday through Friday. Sadika will be holding it down. When you're serving food at your programs, always include gloves and that they're arriving at your event. Let Sadika and I know how we can support you all. If it is challenging to meet as a group because it is not optional to be meeting for events coming up. We just want to make sure you're meeting so it's going by smoothly. We are here to support you all

Sadika- Congratulations. I am glad you are all considering the feedback. I did want to give you all an update. Items from Costco are preferred, so we have a different way to purchase items. Even if your program is not happening in that month, as co-leads, come up with lists with any Costco items by the 1st and 15th of each month. There is a two-week grace period to put in an order and then you can receive them. That should be sent to Malaika and she will be tracking those orders. The pizza is different because that's not something we can deliver. Food wise will be different.

Committee Reports:

i. COLLEGE COUNCIL REPORT – GAVI & RYAN:

We met earlier this month our next meeting is the week before the student trustee's meeting.

ii. GOVERNANCE REVIEW COUNCIL – NONE:

iii. PLANNING AND RESOURCE ALLOCATION COMMITTEE – JESSICA:

Nothing to report.

iv. EDUCATIONAL PLANNING COMMITTEE – TINO:

I tried to attend the meeting, but they just sent me an email.

v. FACILITIES PLANNING COMMITTEE – FATIMAH:

We're meeting on Wednesday.

vi. INSTRUCTIONAL EQUIPMENT COMMITTEE – JORGE:

Nothing to report.

vii. PROFESSIONAL LEARNING COMMITTEE – TSHIAMO:

They were just finalizing some details for the professional learning summit at IVC. It is in October. That is the faculty and staff meeting during COM hour. Including diversity, team building and how they can build more skills. They're finalizing food and desserts.

viii. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE – NONE:

ix. TECHNOLOGY PLANNING COMMITTEE – ALIYAH:

We talked about how to help students with the wifi issues. How to train people to use canvas.

- x. INCLUSION, DIVERSITY, EQUITY, AND ACTION COMMITTEE – SAIDY & SARAH:

Nothing to report.

- xi. COMMUNITY HOUR COMMITTEE – TSHIAMO & TINO:

Tino- we are planning to meet as soon as possible. We are waiting from a response from them.

Tshiamo- they're on eleven thousand. They wanted to be at 12 thousand. If you request funds and don't use those funds to send them back. We are still in the dynamic of how to navigate the funding situation. We are seeing when everyone's available.

IV. 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.*

Ryan- Let's not pack up our computers before the agenda ends. Just keep the agenda open. Let's not work on other stuff besides the agenda so we can know what's going on.

Tshiamo- let's go through our transition binders again. I know I looked at mine and how to fix event problems. It is not something you create and just give because there is help and they have more experience. They come from a place of understanding and navigation.

Ryan- we have to ensure that future boards know what to do and have the board continue to be running.

Tino- We are on week five already, so it is a good time to self-reflect and see where we're doing good and bad.

Ryan- If you are not able to do office hours, that is okay. Just please let us know. We just have to make sure we're following our bylaws.

I. Public Comment

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Kevin- Just a clarification because I have been in ESCOM for many years. There are reps from Escom on Ascom that are unfilled. __ I want to reinforce behavior. Many of you are new to public events. I want to suggest is that people leave early. Think of it this way, you leave early. From an ASCOM perspective... Lastly on the suicide precention collaborative, a lot of you are excited there. Marin HHS is health and human services. I have been on the collaborative and the theme is for young men and boys. You can imagine that women are not far behind, in my cohort age groip and your cohort is the largest group committing suicide. The theme is that youre going to be seeing a lot of this.

II. Adjournment: Tshiamo, Gavi
1:13 p.m.



ASCOM President



ASCOM Advisor