 **Student Services Building, Room 241**

**College of Marin-Kentfield Campus**

**835 College Ave, Kentfield, CA 94904**

**Regular Meeting MINUTES**

**October 4, 2019**

1. Order of Business
   1. Call to Order: 11:03
   2. Roll Call

|  |  |  |
| --- | --- | --- |
| OFFICERS | PRESENT | ABSENT |
| PRESIDENT  **HELLEN SIGARAN** | X |  |
| VICE PRESIDENT  **FERNANDO SANCHEZ LOPEZ** | X |  |
| STUDENT TRUSTEE  **GABBY HOJILLA** | X |  |
| SECRETARY  **BERTHA CAZARES** | X |  |
| TREASURER  **LIA LARA** |  | *Excused* |
| SENATOR – TECHNOLOGY  **KAI KONISHI GRAY** | X |  |
| SENATOR - STUDENT ACTIVITIES & SERVICES  **AMINA NAKHUDA** | X |  |
| SENATOR - STUDENT ACTIVITIES & SERVICES  **HARPREET KAUR** | X |  |
| SENATOR – PUBLIC RELATIONS & MARKETING  **ADDIS GATES** |  | *Excused* |
| SENATOR – PUBLIC RELATIONS & MARKETING  **MALAIKA SMITH** |  | *Excused* |
| STATE STUDENT SENATE REP.  **LUCA CITROEN (voted in 2/1/18)** | X |  |
| ESCOM REPRESENTATIVE  **DENIZE SPRINGER (NON-VOTING MEMBER)** |  | *Excused* |

ASCOM ADVISOR: SADIKA SULAIMAN HARA AND TEA PERALES

AUXILIARY MEMBERS: Ana Camacho, Fernanda Davila

MEMBERS OF THE GENERAL PUBLIC:

* 1. Adoption of the Agenda

Motion to move item E to Item A **Bertha, Fernando**

Motion to vote: **Fernando, Gabby**

Motion to amend item C dia de los muertos **Fernando, Gabby**

Motion to adopt **Gabby, Kai**

* 1. Approval of the Minutes

**Gabby, Amina**

* 1. Public Comment
     1. *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)*

Kevin: Census 2020 is coming up and we’re preparing for that. Stephanie Mcnally spoke to us and is speaking at moral ethics from 11-12 on October 15th. In the spring we have events coming up. We want the community to be well prepared not only for canal alliance but the aging population in terms of the 2020 Census. Gavin Newsom signed into order the monitorization of funds in the state which will help us get a good look into where money is going.

1. New Business (Actions May Be Taken)
   1. Discussion debrief on Kentfield & Indian Valley Campus’ Spooky Spicy Fall events. <https://docs.google.com/presentation/d/1_Wh8GJGQ7eJDtIEKERH87ys95KlLbreWV4p9S21IbsI>

Discussion: **Gabby, Amina**

Motion to extend time for 3 minutes, **Bertha, Gabby**

Hellen: I was confused if pastries were going to IVC or not and maybe we can have clear communication between marketing.

Gabby: It was great that we had a variety of pastries but moving forward we should have more feasible options. Driving to Petaluma isn’t the most feasible option.

Fernando: On the topic of volunteers I totally understand what it’s like to not have enough volunteers I had that during Club Fest. I recommend reaching out to other communities on campus not just ASCOM. Even if it is an ASCOM event we can reach out for help from them.

Luca: I was there to clean up at the end, the Kentfield event was time consuming and just because members weren’t there for all of it we were there we tried to be.

Amina: Although it is the responsibility of the board you can't rely on everyone to be there for every event, people had class. When planning the event we should think realistically.

Kai: the event was easily done it was just challenging.

* 1. Discussion/Action to NTE $100.00 for a cafeteria microwave from account# 4500.01 (supplies), PRs to follow.

Discussion: **Bertha, Amina**

Hellen: I received an email from a student that one of the microwaves wasn’t working and creates a large line. Especially since COMmunity hour has created more people on campus. In the past, ASCOM has replaced microwaves in the past so I'd like to continue the tradition. We’re replacing the broken one because there is only one functioning one.

Tea: ASCOM represents students and giving students the option to use two functioning microwaves since it sounds like there is a long line now is a good idea. It’s a way to have quick food in between classes and we don’t want to have students being late.

Vote: **Fernando, Amina**

**PASSES**

**10-1-0**

* 1. Discussion on “The Great Shakeout” and “Coffee with a cop” Lead by Fernando Sánchez

**Discussion: Amina, Luca**

Fernando: The chief reached out to Hellen and we’re going to do an emergency test for an earthquake. There’s this event that’s like an earthquake drill it will be on October 17th at 10:17 AM and if you want more info about it let me know. He wanted ASCOM to be in the know and to promote it on our social media. There will be flyers and emails sent to students. It is on Shakeout.org and I’ll send the link out to people on the board. With coffee with a cop it will be during COMmunity hour on the 16th. We can all go and show support to the police on campus so everyone is in the know.

Gabby: Where is it held?

Fernando: I think it will be on the AC Lawn. I’m not too sure yet.

Hellen: Should we put on slack who can attend?

Fernando: that would be great and they just want to see students attend.

Fernanda: I think you should promote it on social media

Kai: please send me the info whenever you can

* 1. Discussion/Action: Dia de Los Muertos and Halloween Costume Contest Collaboration Lead by Tea Perales

**Discussion: Fernando, Amina**

Tea: I know ASCOM is doing Dia De Los Muertos on Wednesday. Classified staff wanted to know if you all wanted to do a collaboration.

Fernando: Dia de los Muertos event is going to be on Wednesday because the actual day is on November 1st and not many students come on Fridays. Just because we don’t want to cause any confusion because Halloween is on Thursday and I don’t want to confuse any cultures and not disrespect my culture.

Amina: I had a meeting with Fernando and Lia about what kind of event they want and I don’t want them to do too much. But their event should be treated as their own event.

Gabby: I think we should honor Dia de Los Muertos as its own event and Halloween as its own event.

Tea: The idea would be a costume contest being a low key event and we can decide what type of collaboration you want to see.

Hellen: In terms of collaboration are you asking for feedback for Wednesday and Thursday and collaborating for what they choose. I know that ASCOM wants to have a contest on Thursday and it is an agenda item.

Tea: Classified senate puts on the Halloween party. So it sounds like no in terms of collaborating on Wednesday but yes on Thursday. Let’s collaborate then.

Hellen: The costume contest was to try and get social media followers but I think we need more information on what they want to do.

Tea: Do you still want to collaborate with them and their party?

Fernando: I think we can have an ASCOM member be a judge for the contest that they want to put on. We can still get social media outreach.

Luca: I think it would be a good idea for them to collaborate with the senate and putting ASCOM and classified senate’s idea.

Tea: If they want to move forward we can put them on the agenda.

Kai: I think that if we have food and a fashion show type of event.

Fernando: Should we move on to the voting.

**VOTE: Gabby, Amina**

**DENIED**

**9-2-0**

* 1. Discussion/Action to approve the Halloween Costume contest as an event hosted by ASCOM

**Discussion: Gabby, Fernando**

Hellen: I know we discussed this last time on communications of the floor but in order to have it as a social media presence.

VOTE: Fernando, gabby

**PASSES**

**10-1-0**

* 1. Discussion/Action for delegating roles and responsibilities for the Halloween Costume Contest, presentation by Kai & Hellen.

**Discussion: Gabby, Amina**

Hellen: Given new info I think it would be good to get more details on how to collaborate better so we can discuss roles and responsibilities on slack.

Kai: I think that if we should delegate roles since we already know what we’re doing

Fernando: I don’t think that we should delegate roles to people that aren’t here

Luca: when does the classified senate meet?

Tea: 10:30 this morning

Luca: I could attend a meeting or meet with people in there so I can find out what they’re planning.

Hellen: If you would like to take that on. Just let us know through Slack

Fernando: having that information would help us have a plan. I know that Classified Senate has their own marketing with Shook and Repro and we can possibly table the item?

Hellen: I think that since it is coming up really quickly we should discuss this through slack and bring it back to the meeting

Fernando: Should we amend the item?

Kai: if everyone will be here next week we can start the discussion on slack this week and then bring it back to the board on Friday next week.

Hellen: If Addis and Malaika are willing to work with us

**Motion to amend item F to strike action, Fernando, Luca**

1. Standing Business (Actions May Be Taken)
   1. Officer Reports:
      1. PRESIDENT REPORT: <http://ss.marin.edu/sites/ss/files/ASCOM%20Constitution%20and%20Bylaws%20-%20Ballot%2019.pdf> pg 6-7, 9-11
      2. VICE PRESIDENT REPORT: This week I had an ICC Meeting and I still have around 10 members coming and I’m really happy people are coming. I’m going to meet with Nequeshe so I can contact the representatives and let them know what it means to miss meetings. Besides this all the clubs are doing great things. Especially AGS they invited ASCOM to their trivia night and they said that we always make the night really great. Alex Jones contacted me this morning saying if there’s any interest in having a meet your major fair in the spring, it could be fun. End of report
      3. STUDENT TRUSTEE REPORT: The next Board of Trustees meeting is coming up. It will be on October 15th here at the Kentfield Campus starting at 6:30 pm. I just got a packet from Mici who is the new Executive Assistant from the Office of the Superintendent. I will be reviewing APs and BPs. If you're not familiar with this, BP stands for Board policy which is the voice of the Governing Board and defines the general goals and acceptable practices for the operation of the District. While AP means Administrative Procedure which implements Board policy, laws, and regulations. As for the Transfer Alumni Event, we just sent out an email to the COM alumni and got a few responses. Hellen and I also met with Addis and Malaika and we've drafted the poster. 10,000 Degrees is having another event next Friday. We're going to the corn maze and pumpkin patch. It's going to be from 7 pm to 9 pm. If anyone is interested, please contact me.
      4. SECRETARY REPORT: Thank you to everyone who has been sending me their officer reports. Also, although they aren’t here shout out to Addis and Malaika for creating beautiful posters and banners for the Undocumented student’s week of action posters. Please remember that if you are doing presentations to keep within the time limit so we don’t have to add more time as it does more time to the meeting. I would also like to give a quick I’m sorry to Luca for missing him in the roll call and thank you Lastly, send me your agenda items so I can put them into the agenda in a timely matter.
      5. TREASURER REPORT: Hi everyone, this week I was able to get in touch with Nequeshe about the receipts for spooky spicy fall and for Constitution day. I still need to meet with Sadika for any other deductions. I met with Fernando and with Amina about Dia de los Muertos since it is our fourth week and now we have to start putting our visions into reality. I’ve been on the lookout for things we need for our event and I’m getting quotes so that we can set a budget proposal for next week.
      6. SENATOR – TECHNOLOGY: We had our debrief thank you for those who came out on Tuesday. We had concerns about cups. After the Kentfield event we had trouble finding items and if anyone knows where the cups are please let us know. It was a big expense and we are unable to account for them
      7. SENATORS (2) – STUDENT ACTIVITIES & SERVICES: Amina: I had a Spooky Spicy Fall Debrief meeting. A reminder that you need to let me know if you are unable to make a meeting. I also had a required meeting with the co-leads for Dia de los Muertos and we discussed many ideas and about the planning process. I helped Gabby draft an email for the alumni panel that will be sent out to the panelists. I also went to Peet’s with Hellen to ask for donations for coffee and we gave them a drafted paper with all the details for the event. Lastly, there has been a change in the Events Calendar for this semester. Previously, Harpreet and I had planned to do an event at IVC called “COM Master Chef”. Harpreet and I have been talking and we have decided that the event does not seem feasible and will take much more work than we initially thought. We started brainstorming some ideas, and The Environmental Action club expressed great interest in collaborating for an event at IVC. I had a meeting with them this Wednesday Oct. 2nd. and we had a really great conversation about event ideas. I will be contacting the main person at IVC farm because we are interested in doing a hands-on workshop related to planting something. Potentially, milkweed for monarchs or poppy’s? I have a meeting with them again next week where the details will be solidified in regards to date, time, and idea. Harpreet: Thank you all for your support in Spooky Spicy Fall. It’s finally over!! We got it done. Next is Mental Health Event with Gabby. We talked about the details earlier and had talked with Tea about her opinions and suggestions. We are setting up a meeting with the Amina next week and solidify the plans. Thank you end of the report.
      8. SENATORS (2) - PUBLIC RELATIONS & MARKETING: We sent in the Undocumented Student Week of Action posters for posters and print. We met with Hellen and Gabby regarding the Alumni Panel. We brought back Spooky Spicy Fall poster boards from IVC. We worked on Alumni Panel Posters. We volunteered at Spooky Spicy Fall and IVC appreciated our presence and we reviewed Photoshop together.
      9. STATE STUDENT SENATE REPRESENTATIVE REPORT: Gavin Newsom signed AB 1504, this is great because this is the student activities fee and students can opt out of it. We have one dollar going to the SSCCC. So it is exciting to see laying the groundwork. April 3-5 is the spring general assembly in Ontario, California. Sean Young is en route to our meeting might not make it and we’ll be meeting to discuss the finances of the regions. As a board we will be looking over
      10. ESCOM REPRESENTATIVE REPORT: No Report
      11. ASCOM ADVISORS REPORT: Happy Birthday Sadika! First, I want to remind y’all that Monday is the second womxn of color cafe and there will be food. Campus and statewide the undocumented student week of action and knowing your rights. Knowing your rights as allies if we are informed we can help advocate and protect people. We still have 6 spaces open for the attorneys for the meetings. We want to remind folks to read minutes. If you are unable to come to the meeting, please make sure you have a proxy. I’m leaving at 3 and Nequeshe is leaving at 4 so come to us before then if you need anything
      12. Committee Reports:
      13. COLLEGE COUNCIL REPORT: Next Thursday Oct 10th and we’ll give them feedback from ASCOM and the catalogs.
      14. GOVERNANCE REVIEW COUNCIL: NR
      15. PLANNING AND RESOURCE ALLOCATION COMMITTEE: NR
      16. EDUCATIONAL PLANNING COMMITTEE: NR
      17. FACILITIES PLANNING COMMITTEE: NR
      18. INSTRUCTIONAL EQUIPMENT COMMITTEE: NR
      19. PROFESSIONAL LEARNING COMMITTEE: NR
      20. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE: Next Meeting October 9th
      21. TECHNOLOGY PLANNING COMMITTEE: NR
      22. INCLUSION, DIVERSITY, EQUALITY, AND ACTION COMMITTEE: Our IDEA committee was at 9:30 today and important dates on Monday 7th SR High has a not in my neighborhood. Between November 13-19th, we wanted to have someone to come to COM to talk about what’s going on at the border. On Oct 11th.
2. Communications from the Floor
   1. *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 total time will not be extended.*

Fernando: I forgot to mention i met with Lia and Amina, just wanted to let you know the event will be from October 30th 11:30-1:30

Gabby: S/o to Luca to making the initiative to meet with the committee and I can keep in touch with sophie so that overlapping of events so that we don’t have another transfer day on Spooky Spicy Fall

Hellen: please make sure to communicate with the co-leads of the event if you cannot volunteer to see if you can support in any other way.

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Kevin: Frequently they had an event called harvester event is that going to happen again?

Hellen: I think that ASCOM supported it and sent volunteers but we did not plan it. I think Sadika knows more about it.

Kevin: we have

Tea: If you have signed up to volunteer and something comes up a good practice is looking to get coverage and leads are looking towards you. Just like any other job please get someone to get your volunteer shift covered

1. Adjournment: **Fernando, Amina 12:21 PM**

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**ASCOM President ASCOM Advisor**