 **Student Services Building, Room 241**

**College of Marin-Kentfield Campus**

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

**Regular Meeting MINUTES**

**November 2, 2018**

1. Order of Business
   1. Call to Order: 8:36 am
   2. Roll Call

|  |  |  |
| --- | --- | --- |
| OFFICERS | PRESENT | ABSENT |
| PRESIDENT  **LIAM CAMPBELL** | X |  |
| VICE PRESIDENT  **HELLEN SIGARAN** | X |  |
| STUDENT TRUSTEE  **JADON SEITZ (voted in on 6/14/18)** | X |  |
| SECRETARY  **GABBY HOJILLA (voted in 8/31/18)** | X |  |
| TREASURER  **KAI KONISHI GRAY** | X |  |
| SENATOR – TECHNOLOGY  **VACANT** |  |  |
| SENATOR - STUDENT ACTIVITIES & SERVICES  **ANDREA THACH** | X |  |
| SENATOR - STUDENT ACTIVITIES & SERVICES  **LAUREL HALVORSON** | Tardy  8:38 |  |
| SENATOR – PUBLIC RELATIONS & MARKETING  **FERNANDO SANCHEZ (voted in 6/14/18)** | X |  |
| SENATOR – PUBLIC RELATIONS & MARKETING  **FITRY RAHMADIANTY (voted in 6/14/18)** | X |  |
| STATE STUDENT SENATE REP.  **LAURIE PENNISI – Proxy = Hellen** | X |  |
| ESCOM REPRESENTATIVE  **DENIZE SPRINGER (NON-VOTING MEMBER)** | X |  |

ASCOM ADVISOR: SADIKA SULAIMAN HARA AND TEA PERALES, Vickie Lamke sat in.

AUXILIARY MEMBERS: Cayri Chan, Liam Zhu, Thomas Boatright, Amina Nakhuda, Juan Miguel

Hojilla, Blanca Lopez, Ashley Chanthongthip, Paula Denise Sullivan

MEMBERS OF THE GENERAL PUBLIC: Ray James, Emma Gillis

* 1. Adoption of the Agenda

**Motion to Adopt: Fernando, Jadon**

* 1. Approval of the Minutes

**Motion to Adopt: Fernando, Jadon**

* 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)*

Denize introduces herself as the ESCOM Representative and needs to leave meetings at 10 am.

1. New Business (Actions May Be Taken)
   1. Discussion/Action to fund NTE $2,500 from account 5650.00, pr#11482 for free tax preparation by Marin TaxAid organization. This service is provided one Saturday in spring. ASCOM has sponsored and supported this offering every year since 2015. On average, 35 to 37 students and community members have their taxes prepared for free through this event.

**Discussion: Fernando, Jadon**

Jadon thinks this is beneficial because most students point out how school doesn't prepare them for tax. Requests for advertisement.

**Motion to Vote: Gabby, Hellen**

**9-0-0**

**PASSES**

* 1. Discussion/Action to discuss funding proposal for Patricia O’Keefe, $500.00, pr# 11483, acct#4500.04, for MCCD Communications Department.

**Discussion: Jadon, Fernando**

The Department of Communication wants to create an open house and gathering to provide information on transferring to a CSU, UC, or private university for media-related majors. Faculty and staff will be there. Invited Sonoma State, SF State, and Berkeley to the event. Purpose: to give an idea to students what the media major looks like. Will be held on December 4th, Tuesday 2 to 3:30. 500 dollars will be used for food and refreshments.

Across the library, there is a newly renovated room called “Digital Journalism and Media Arts,” for student journalist meetings. It is a space to create digital news. Plans to broadcast news in the future.

Laurel recommends catering by the cafeteria, Fresh and Natural.

**Motion to Vote: Gabby, Fernando**

**9-0-0**

**PASSES**

* 1. Discussion/Action to recognize the STRINGS club and authorizing $100.00 seed money, BT from 7200.99 into accounts to be assigned by Fiscal, pr not required.

**Discussion: Laurel, Fitry**

Emma, the President of Sharing Thoughts of Rare Individual Genders and Sexuality (STRINGS) says they want to create a new and improve GSA. Wants to introduce a safe space for LGBTQ members. The requirement is acceptance and confidentiality.

Jadon points out that COM threw an LGBTQ picnic and recommends contacting Teresa Perales.

**Motion to Vote: Gabby, Laurel**

**9-0-0**

**PASSES**

* 1. Discussion/Action NTE $750.00 for ASCOM office supplies, acct#4500.01, pr#11462, Staples.

**Discussion: Laurel, Fernando**

Fernando says the money is for printer ink, plates, and cups. Laurel asks to limit the use of plates. Gabby asks permission to print 5 copies of the minutes and agenda each. The officers agree.

**Motion to Vote: Hellen, Gabby**

**9-0-0**

**PASSES**

* 1. Discussion/Action NTE $250.00 for Nacho Day at IVC on Thursday, November 8th, acct#4500.04, pr#11484, reimburse Sadika’s Calcard, Costco.

**Discussion: Fitry, Fernando**

Liam is meeting with Laurel and Andrea. Laurel is leading the event on Thursday, November 8th, 12 to 1:30. Needs more volunteers.

**Motion to Vote: Gabby, Laurel**

**9-0-0**

**PASSES**

* 1. Discussion/Action to amend ASCOM Minutes 9-21-18, item C, to use acct#5200.10 Rep Fee, not 5200.01 this is for the General Assembly.

**Discussion: Fernando, Jadon**

Liam thinks it is a good idea to use the other account to avoid spending too much on account 5200.01

**Motion to Vote: Fernando, Laurel**

**9-0-0**

**PASSES**

* 1. Discussion/Action Candidate for the Senator of Technology position.

**Discussion: Laurel, Jadon**

Amina is a communication major. Offers passion and commitment. Wants to incorporate on events and make recap videos. Has a desire of community involvement. Is an auxiliary member. Wants to continue Paula’s short film of ASCOM Board Members.

Ashley shares her experience with volleyball and AGS. Offers a diverse range of skills. Expertises in time management. Avid volunteer to ASCOM. Attended the Marin School of the Arts. Wants to develop photo contests. If someone wins, they will be recognized as the winner on televisions.

Kevin recommends a handwritten vote.

Jadon suggests attending the Technology committee meetings.

**Motion to Vote: Gabby, Jadon**

**Vote Count: 6 - Ashley, 3 - Amina**

**The ASCOM Board officially appoints Ashley Chathongtip as the Senator of Technology.**

* 1. Discussion on SSCCC General Assembly debrief.

**Discussion: Laurel, Hellen**

Fernando notes that the event was hectic but rewarding.

Liam points out that ASCOM should be prideful of their work since many board members were offering advice to other colleges.

Fernando says that they the decisions are passed to the Senate.

* 1. Discussion on Dia de Los Muertos debrief

**Discussion: Fernando, Jadon**

Fernando, the leader of the event, thanks all those who got involved. Heard positive feedback for the offering. Liam: Things to work on: better organize and solidifying the roles.

Hellen: People came out of their shell. Ismael collaborated with the event. Great turnout.

* 1. Discussion/Action on whether to officially co-host a food drive with Alpha Gamma Sigma

**Discussion: Laurel, Gabby**

Daniel Almag, the president, requests for volunteers for the food drive on November 19th, and 20th. AGS thinks that they can advertise it themselves and will include the ASCOM logo. Fernando offers his support but notes that he and Fitry are busy managing the Not in Our Town advertisement.

**Motion to Vote: Laurel, Gabby**

**10-0-0**

**PASSES**

* 1. Discussion on Therapy Dog Day

**Discussion: Laurel, Gabby**

Laurel: Event will be held during Dead week, trying to bring dogs on campus as stress relievers.

Liam emphasizes that the logistics need to be done now.

Andrea says she has permission from Sarah, the librarian, to have dogs in the library.

Ashley is willing to lead the event.

* 1. Discussion/Action on ASCOM tabling

**Discussion: Laurel, Gabby**

Andrea wants to have a table to meet the officers every month. Liam wants Andrea to send preliminary planning

Hellen wants to make this innovative and welcoming. “Have a cup of coffee with ASCOM.”

Liam emphasizes representation. There is going to be a forum during the midterm election.

Recycling Day - will be having games. Thursday, November 15th, 11 to 2. Will talk about setting roles.

Kevin points out that Harvest Day is going to happen on the same date. 10 - set up. 11:30 to 2. Liam will be sending out an email template.

* 1. Discussion/Action setting roles for planning upcoming ASCOM events

**Discussion: Laurel, Gabby**

Liam wants to create more collaboration.

Liam can make it to the first half of Nachos Day. Fitry and Andrea will reach out to other people. Will ask people from Puente or those taking classes at IVC.

* 1. Discussion to approve $750.00 for the Javier Zamora: Poetry as Resistance event.

**Discussion:** Fitry, Laurel

Dave Patterson: Event is being November 7th, 1 to 2:30, Fusselman Hall. Former Student and openly undocumented. Asking $750.00 dollars for lunch. Wants students to feel visibility and come out of their shell. Center is undocumented students. Will be coming out of 4500.04, Fresh and Natural, pr#11485.

1,000 for speaking, 500 dollars for the flight. Points out that he’s asked around for other funds.

Denize is amazed by his success and encourages ASCOM to attend.

**Motion to Vote to fund $750.00: Gabby, Laurel**

**10-0-0**

**PASSES**

1. Standing Business (Actions May Be Taken)
   1. Officer Reports:
      1. PRESIDENT REPORT: No report
      2. VICE PRESIDENT REPORT: ICC Constitution is the ASCOM Constitution, creating bylaws. ICC meetings every week. Clubs attended the Media Summit. Model UN had its first conference. developing an intramural club. Talking about an excused sheet for a class to participate in club events.
      3. STUDENT TRUSTEE REPORT: No report
      4. SECRETARY REPORT: No report
      5. TREASURER REPORT: No report
      6. SENATOR – TECHNOLOGY: No report
      7. SENATORS (2) – STUDENT ACTIVITIES & SERVICES: Laurel emphasizes talking about planning the event and needs everyone to work together and communicate. A reminder that we have documents for planning the ASCOM Drive. Asks officers to utilize those.
      8. SENATORS (2) - PUBLIC RELATIONS & MARKETING: The posters are done for this month. Nicole Cruz and Shook Chung want to help advertise ASCOM vents. Fitry wants to spread the word and come to the walkout for not in our town. Wednesday 14th, l2:30 pm. Made t to the College of Marin official page.
      9. STATE STUDENT SENATE REPRESENTATIVE REPORT:
      10. ESCOM REPRESENTATIVE REPORT:
      11. ASCOM ADVISORS REPORT: No report
      12. Committee Reports:
      13. COLLEGE COUNCIL REPORT: No report
      14. GOVERNANCE REVIEW COUNCIL: Gabby talked to Vice Chancellor Laura Metune about incentive to get more student involvement in committees. She suggests offer stipends/Federal Work Study to students involved in committees. Thinks that a notation in a transcript and letter of achievement is also a good incentive.
      15. PLANNING AND RESOURCE ALLOCATION COMMITTEE:
      16. EDUCATIONAL PLANNING COMMITTEE: No report
      17. FACILITIES PLANNING COMMITTEE: No report
      18. INSTRUCTIONAL EQUIPMENT COMMITTEE: No report
      19. PROFESSIONAL LEARNING COMMITTEE: No report
      20. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE: No report
      21. TECHNOLOGY PLANNING COMMITTEE: Technology plan expired in 2017. No one has followed up. Getting a plan done is a priority. Contacted a service, maybe do it themselves.
      22. INCLUSION, DIVERSITY, EQUALITY, AND ACTION COMMITTEE: No report
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.*

Jadon: conflicting events. Points out that some events happen during class times. Liam reminds that classes must come first. Ish planned college hour last year. Fernando needs help taking down the offering.

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Ray wants a designated area for higher thought for STEM majors. Outside balcony area in the SMN area in the 3rd floor. It needs to be unlocked and a standard that there needs to be a trash bin and it will be your responsibility. Laurel will talk to Klaus Kristensen about the possibility. Wants to get petitions.

1. Adjournment: 10:11 am

**Motion to Adjourn: Gabby, Fernando**

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ASCOM President ASCOM Advisor