

ASSOCIATED STUDENTS OF THE COLLEGE OF MARIN-Minutes



**Student Services Building, Room 241
College of Marin-Kentfield Campus
835 College Ave, Kentfield, CA 94904
Regular Meeting Minutes
August 25th, 2017**

I. Order of Business

- a. Call to Order at 9:27am
- b. Roll Call

OFFICERS	PRESENT	ABSENT
PRESIDENT ISMAIL AZAM	x Left at 10:45am, proxy to Mercedes	
VICE PRESIDENT MERCEDES SOSA CORDERO	x	
STUDENT TRUSTEE AMY DIAZ	x Left early 10:46am, proxy to Kahlil	
SECRETARY ROSA MENJIVAR	x	
TREASURER DIANA PATRICIA MOSQUERA	x Left at 9:35am, proxy to Kevin	
DIRECTOR OF STUDENT SERVICES JANELLE LA CHAUX		x EXCUSED
DIRECTOR OF STUDENT ACTIVITIES KAHLIL GRAY	x left early at 10:58 -----	
DIRECTOR OF PUBLIC RELATIONS ALEXANDER VASSILIOU	x left early at 10:52 -----	
DIRECTOR OF SOCIAL MEDIA/TECHNOLOGY AUBREY DOUGHERTY	x -----	

STATE STUDENT SENATE REPRESENTATIVE LAURIE PENNISI	x	
ESCOM REPRESENTATIVE KEVIN COLGATE	x	
ESCOM REPRESENTATIVE ANNE MULVANEY		x UNEXCUSE

ASCOM ADVISOR: SADIKA SULAIMAN HARA AND CHRIS YANG

AUXILIARY MEMBERS:

MEMBERS OF THE GENERAL PUBLIC:

c. Adoption of the Agenda

Mercedes motions to amend the agenda to add new item R and to omit item O and Q.

Kevin motions to vote. The vote passes unanimously

d. Approval of the Minutes

Mercedes motions to amend the 6-1-17 minutes. Mercedes motions to amend item D to correct the vote numbers for Amy from 8 votes to 4 votes and Lahana's to 3 votes and 1 abstain. Mercedes also motions to change the method of voting to be a ballot vs unanimously

The vote passes unanimously.

e. Public Comment

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)

II. New Business (Actions May Be Taken)

- a. Discussion/Approve funding for \$1500 for guest speaker Ralph Nader to come and speak at the College of Marin (PR and Acct to be provided) on Tuesday, September 12th at 7:00 pm.

Mercedes motions to discuss.

Susan Rahman is calling to bring Mr. Nader to the campus to speak.

Kahlil motions to approve.

OFFICERS	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
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MERCEDES SOSA CORDERO	----- x -----		
AMY DIAZ	----- x -----		
ROSA MENJIVAR	----- x -----		
DIANA PATRICIA MOSQUERA	----- x -----		
KAHLIL GRAY	----- x -----		
ALEXANDER VASSILIOU	----- x -----		
AUBREY DOUGHERTY	----- x -----		
LAURIE PENNISI	----- x -----		
KEVIN COLGATE	----- x -----		

9 yes, 0 no, 0 abstain

The board votes to approve funding for \$1500 for guest speaker Ralph Nader to come and speak at the College of Marin (PR and Acct to be provided) on Tuesday, September 12th at 7:00 pm.

- b. Discussion/Action to approve funding for ASCOM Board Member Summer/Fall 2017 parking permits, NTE \$450.00, acct#4500.31, pr#11203.

Mercedes motions to discuss.

The action was used to approved the money that was used for the summer and fall 2017 parking permits for ASCOM board members.

Mercedes motions to approve.

The board approves unanimously to approve funding for ASCOM Board Member Summer/Fall 2017 parking permits, NTE \$450.00, acct#4500.31, pr#11203.

- c. Discussion/Action to BT \$1,100.00 from acct#5820.02, Printing Science Center into acct#7300.11, Intrafund Transfer MCCD. This is to cover the BT to the Career and Transfer Center that was approved on 5-10-17, ASCOM Minutes, item B.

Mercedes motions to pass unanimously.

The board approves unanimously to approve to BT \$1,100.00 from acct#5820.02, Printing Science Center into acct#7300.11, Intrafund Transfer MCCD. This is to cover the BT to the Career and Transfer Center that was approved on 5-10-17, ASCOM Minutes, item B.

- d. Discussion/Action to amend ASCOM Minutes 5-10-17, item D: Vote passes unanimously to fund NTE \$900 for shirts for the next ASCOM Board members. Amend item to include: "acct#4500.01, pr#11179. 02 Marketing".

Mercedes motions to pass unanimously.

The board approves unanimously to amend ASCOM Minutes 5-10-17, item D: Vote passes unanimously to fund NTE \$900 for shirts for the next ASCOM Board members. Amend item to include: “acct#4500.01, pr#11179. 02 Marketing”.

- e. Discussion/Action to amend ASCOM Minutes 4-19-17, item F: Vote passes unanimously, 9-0, to fund NTE \$200 for a new canopy, acct#4500.01, Costco, pr#11156. Amend item to reimburse Staples.

Mercedes motions to pass unanimously.

The board approves unanimously to amend ASCOM Minutes 4-19-17, item F: Vote passes unanimously, 9-0, to fund NTE \$200 for a new canopy, acct#4500.01, Costco, pr#11156. Amend item to reimburse Staples.

- f. Discussion/Action to amend ASCOM Minutes 5-17-17, item A: Board agrees unanimously to fund NTE \$600 for ASCOM room office supplies, acct#4500.01, pr#11193, Staples Advantage. Amend to also approve pr#11204, reimburse MCCD, David Erlenheim’s Cal Card.

Mercedes motions to approve unanimously.

The board approves unanimously to amend ASCOM Minutes 5-17-17, item A: Board agrees unanimously to fund NTE \$600 for ASCOM room office supplies, acct#4500.01, pr#11193, Staples Advantage. Amend to also approve pr#11204, reimburse MCCD, David Erlenheim’s Cal Card.

- g. Discussion/Action to amend ASCOM Minutes 5-17-17, item E, Board agrees unanimously to fund NTE \$400 for microwave and small fridge for Puente Room. BT from 7300.11 into Puente Program District FOAP. FOAP to follow, pr#11194. Amend item to use ASCOM funding acct#4500.01.

Mercedes motions to approve unanimously.

The board approves unanimously to amend ASCOM Minutes 5-17-17, item E, Board agrees unanimously to fund NTE \$400 for microwave and small fridge for Puente Room. BT from 7300.11 into Puente Program District FOAP. FOAP to follow, pr#11194. Amend item to use ASCOM funding acct#4500.01.

- h. Discussion/Action to reimburse MCCD \$350.32 for ASCOM Printing and Duplicating, for ASCOM events, PR#11207, acct#5820.01.

Amy motions to discuss.

The money will be used to print out things such as posters for important events that ASCOM will have throughout the semester.

Mercedes motions to vote.

The board approves unanimously to reimburse MCCD \$350.32 for ASCOM Printing and Duplicating, for ASCOM events, PR#11207, acct#5820.01.

- i. Discussion/Action to approve NTE \$300.00, pr#11208, acct#5802.02, Printing-Science Center supplies, laminating rolls.

Amy motions to vote.

The board approves unanimously to approve NTE \$300.00, pr#11208, acct#5802.02, Printing-Science Center supplies, laminating rolls.

- j. Discussion/Action to transfer \$864.00 from 8890.13, Student Activities Fees, into 8890.07 ESCOM account, pr#11209, this is for 2016-2017 Revenue Share for ESCOM students taking credit classes. This is based on 3% of the 1800 ESCOM students paying the \$8.00 Student Activities Fee.

Kevin motions to discuss.

Amy motions to vote.

OFFICERS	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
MERCEDES SOSA CORDERO	-----x-----		
AMY DIAZ	-----x-----		
ROSA MENJIVAR	-----x-----		
DIANA PATRICIA MOSQUERA	-----x-----		
KAHLIL GRAY	-----x-----		
ALEXANDER VASSILIOU	-----x-----		
AUBREY DOUGHERTY	-----x-----		
LAURIE PENNISI	-----x-----		
KEVIN COLGATE	-----		x

8 yes, 0 no, 1 abstain

The board votes to approve to transfer \$864.00 from 8890.13, Student Activities Fees, into 8890.07 ESCOM account, pr#11209, this is for 2016-2017 Revenue Share for ESCOM students taking credit classes. This is based on 3% of the 1800 ESCOM students paying the \$8.00 Student Activities Fee.

- k. Discussion/Action to approve NTE\$500.00 for ASCOM office supplies, acct#4500.01, pr#11210, Staples.

Amy motions to discuss.

This action is to approve office supplies for ASCOM.

Mercedes motions to vote.

The board approves unanimously to approve NTE\$500.00 for ASCOM office supplies, acct#4500.01, pr#11210, Staples.

- l. Discussion/Action NTE \$1,000.00 Rep Fee acct#5200.02, Student Trustee Workshop account, for the Fall 2017 Workshop in Long Beach, August 11th-13th, pr's to follow. BT \$248.38 from 5200.02 into MCCD SAA FOAP#11100-24301-52222-645000, Sadika's Calcard, pr#11213.

Amy motions to discuss.

This money was used to fund Amy for her trip at a student trustee workshop in Long Beach. The purpose of this workshop was to train Amy and other Student Trustees for their roles.

Amy motions to vote.

OFFICERS	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
MERCEDES SOSA CORDERO	-----x-----		
AMY DIAZ	-----x-----		
ROSA MENJIVAR	-----x-----		
DIANA PATRICIA MOSQUERA	-----x-----		
KAHLIL GRAY	-----x-----		
ALEXANDER VASSILIOU	-----x-----		
AUBREY DOUGHERTY	-----x-----		
LAURIE PENNISI	-----x-----		
KEVIN COLGATE	-----x-----		

9 yes, 0 no, 0 abstain

The board votes to approve transferring NTE \$1,000.00 Rep Fee acct#5200.02, Student Trustee Workshop account, for the Fall 2017 Workshop in Long Beach, August 11th-13th, pr's to follow. BT \$248.38 from 5200.02 into MCCD SAA FOAP#11100-24301-52222-645000, Sadika's Calcard, pr#11213.

m. Discussion/Action to approve BT \$775.00 from acct#4500.04 event supplies into acct#4500.01 office supplies account to cover 2016-2017 expenditures that ASCOM has already approved.

Mercedes motions to discuss.

This motion is to move money from another account.

Aubrey motions to vote.

The board approves unanimously to approve BT \$775.00 from acct#4500.04 event supplies into acct#4500.01 office supplies account to cover 2016-2017 expenditures that ASCOM has already approved.

n. Discussion/Action to approve BT \$1,100.00 from 5200 Travel/Conference into 7300.11, Intrafund Transfer account to cover 2016-2017 expenditures that ASCOM has already approved.

Kevin motions to vote.

Amy seconds it.

8 yes, 1 no, 0 abstain

The board votes to approve BT \$1,100.00 from 5200 Travel/Conference into 7300.11, Intrafund Transfer account to cover 2016-2017 expenditures that ASCOM has already approved.

- o. Discussion/Action to approve \$120.00 from acct# 4500.04 into 4500.01 to cover ASCOM office supplies, toner and gloves, this was for the 2016-2017 fiscal year.

Amy motions to discuss.

This action covers the cost of office supplies that were used last year.

Mercedes motions to vote.

The board approves unanimously to approve \$120.00 from acct# 4500.04 into 4500.01 to cover ASCOM office supplies, toner and gloves, this was for the 2016-2017 fiscal year.

- p. Discussion/Action to approve NTE\$325.00 additional funding for the ASCOM Retreat at the Embassy Suites, August 17,18th, acct#4500.07, to cover pr's 11219, 11212, 11220, 11221. Also to amend the account number on 6-1-17 Minutes, item K, to use 4500.07, Leadership Retreat Supplies not 4500.04 Events Supplies, for the ASCOM Retreat at the Embassy Suites.

Aubrey motions to discuss.

This money was used to pay for the expenses at the Embassy Suites and the Leadership retreat supplies.

Amy motions to vote.

The board approves unanimously to approve NTE\$325.00 additional funding for the ASCOM Retreat at the Embassy Suites, August 17,18th, acct#4500.07, to cover pr's 11219, 11212, 11220, 11221. Also to amend the account number on 6-1-17 Minutes, item K, to use 4500.07, Leadership Retreat Supplies not 4500.04 Events Supplies, for the ASCOM Retreat at the Embassy Suites.

- q. Discuss/Approve: NTE \$200.00 for one ASCOM canopy, used for many events, acct#4500.04, pr# 11224, vendor to follow.

Amy motions to discuss.

Two canopies broke last year. This action is to replace the one that was broken from spring.

Amy motions to vote.

The board approves unanimously to approve NTE \$200.00 for one ASCOM canopy, used for many events, acct#4500.04, pr# 11224, vendor to follow.

- r. Discussion/action: to fund \$12,000.00 to the Library Reserve Textbooks, from acct#7300.09 into MCCD FOAP#1260026301-63000-612000, pr#11214.

Kahlil motions to discuss.

Some of these reserved textbooks include Biology textbooks or Math textbooks. For next year, Aubrey mentions bringing ebooks in order to saved money. Ismail mentions that teachers have to get a new code every year which makes it hard for ebooks to potentially be useful.

Amy motions to vote.

4 yes, 0 no, 4 abstain

The board approves to fund \$12,000.00 to the Library Reserve Textbooks, from acct#7300.09 into MCCD FOAP#1260026301-63000-612000, pr#11214.

- s. Discussion/Action to have an event with a table that will show awareness of what is going on right now. This table will have positive questions such as What makes you feel safe?

Amy motions to discuss.

The board discusses possibly having the table at the barbecue. Amy is concerned that people will pay more attention to the barbecue than the table itself. Kahlil and Alex agree that having two events will be difficult and that the welcome week event should be centered around the barbecue. Kahlil also states that there won't be enough people to be at this table because people will be helping at the barbecue.

The board agrees to move the event for next Tuesday (September 5th) at 11:30 am.

- t. Discussion/Action: Barbecue times.

Mercedes motions to discuss.

During this time, Vickie talks about the forms of activities that will be happening throughout the year that some board members like the President have to sign.

The barbecue times include. Monday: Costco run (10:30am-1:30pm).

Barbecue set up 10:30am. Tuesday/Set up time: 10:30AM Laurie (10:30am-1:30pm), Kevin, Khalil (10:40-12:40).

Barbecue starts at 11:30: Mercedes (11:00am-12:00pm), Janelle(12:30pm-2:00pm), Aubrey, Rosa (11:00am-12:00pm).

III. Standing Business (Actions May Be Taken)

a. Officer Reports:

- i. PRESIDENT REPORT: No report.
- ii. VICE PRESIDENT REPORT: Mercedes scheduled her first meeting for the ICC.
- iii. STUDENT TRUSTEE REPORT: No report.
- iv. SECRETARY REPORT: Rosa reported that she will receive items to put in the Agenda until Monday at 4:00pm.
- v. TREASURER REPORT: No report.
- vi. DIRECTOR OF STUDENT SERVICES REPORT: No report.
- vii. DIRECTOR OF STUDENT ACTIVITIES REPORT: Kahlil mentions that the barbecue will be on Tuesday and is excited on how it will go.
- viii. DIRECTOR OF PUBLIC RELATIONS REPORT: Aubrey informs the board that she has created a Gmail account that will have all the photos that we have taken so far.
- ix. DIRECTOR OF SOCIAL MEDIA/TECHNOLOGY REPORT: No report.
- x. STATE STUDENT SENATE REPRESENTATIVE REPORT: No report.
- xi. ESCOM REPRESENTATIVE REPORT: No report.
- xii. ASCOM ADVISOR REPORT— Sadika's report is that office hours will be expected of board members starting next week (August 28th-September 1st and the weeks after that).

b. Committee Reports:

- i. COLLEGE COUNCIL REPORT:
- ii. PLANNING AND RESOURCE ALLOCATION COMMITTEE
- iii. EDUCATIONAL PLANNING COMMITTEE
- iv. FACILITIES PLANNING COMMITTEE
- v. INSTRUCTIONAL EQUIPMENT COMMITTEE
- vi. PROFESSIONAL DEVELOPMENT COMMITTEE
- vii. STUDENT ACCESS AND SUCCESS COMMITTEE
- viii. TECHNOLOGY PLANNING COMMITTEE

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 limit of three (3) minutes per speaker and ten (10) minutes per topic shall be observed and total time will not be extended.*

Rhina Servin wants to be a part of the auxiliary committee and this is her first time attending an ASCOM meeting.

Public Comment

- b. *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

Motion to adjourned Kahlil.

Meeting is adjourned at 11:08 am.