



**Center for Student Success, 3<sup>rd</sup> Floor  
College of Marin-Kentfield Campus  
835 College Ave, Kentfield, CA 94904**

**ASCOM**

**Minutes**

**(January 23, 2026)**

**12:00 p.m. – 1:30 p.m.**

Order of Business

- a. Call to Order: 12:00pm
- b. Roll Call:

| OFFICERS   | PRESENT                     | ABSENT |
|--|-----------------------------|--------|
| PRESIDENT<br><b>ARTHUR HU</b>                                    | X                           |        |
| VICE PRESIDENT<br><b>ALVARO (AL) RODRIGUES</b>                   | X                           |        |
| STUDENT TRUSTEE<br><b>EMILY CARDWELL</b>                         | X                           |        |
| SECRETARY<br><b>MALISA NG</b><br><b>APPOINTED: 1/23/26</b>       | X                           |        |
| TREASURER<br><b>STEFANIA SANTINI RODRIGUEZ</b>                   | X                           |        |
| SENATOR – TECHNOLOGY<br><b>JESS SCHIFFMAN</b>                    | X                           |        |
| SENATOR – STUDENT ACTIVITIES & SERVICES<br><b>RAY MCCLURE</b>    | X                           |        |
| SENATOR – STUDENT ACTIVITIES & SERVICES<br><b>LUCA MAGALHAES</b> | PROXY –<br>RAY<br>Ex - Sick |        |

|  |     |  |
|--|-----|--|
| SENATOR – PUBLIC RELATIONS & MARKETING<br><b>KAI MCCARTHY</b>              | X   |  |
| SENATOR – PUBLIC RELATIONS &<br>MARKETING <b>SIRAWIT (MARC) CHANSATEIN</b> | X   |  |
| STATE STUDENT SENATE REP.<br><b>FARHAN KHALIQ</b>                          | X   |  |
| ESCOM REPRESENTATIVE<br><b>VACANT (NON-VOTING MEMBER)</b>                  | N/A |  |

ASCOM ADVISORS: SADIKA SULAIMAN HARA AND TEA PERALES

AUXILIARY MEMBERS: Malisa Ng, Carter Lofstrom, Moss, Haley, Jeremy Morrel

MEMBERS OF THE GENERAL PUBLIC:

- c. Adoption of the Agenda: Al, Jess
- d. Approval of the Minutes: n/a
- 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)

- a. Discussion/action to discuss the OSTEM 2025 Conference. Presentation by: OSTEM 2025 Conference Attendees.  
Jess, Al  
Moss: Mission is that they're an annual event that provides a space for LGBT individuals in STEM to support each other, create community, and learn how to navigate STEM from both a professional and personal standpoint. There is a unique and extensive roster of events to affirm personal identity and learn about research from LGBTQ peers and professionals. It was everyone's first academic conference, and we all had such a great time, and we all learned so much. I'd like to take over and just say a few words about my personal experience.

Haley - I just wanted to say, oh, STEM was an incredible, life-affirming conference that all aspiring STEM students, not just LGBTQIA or otherwise, should experience at least once in their life, and on their journey. The all-embracing agenda covered a vast range of interests, from compelling and cutting-edge research topics to interactive academic and social-slash-personal development courses from peers, alumni, and professionals in the industry from all over the country. No matter which seminars I attended, I left feeling revitalized to be a part of a community of bright, empowering, and emotionally aware individuals. All dedicating, their life and their journeys to equity and equality, and their shared time as STEM students and then future STEM professionals.

Jeremy - I can't say enough about what this conference did for me, even though it was my first scientific conference in general. The fact that it was based in such a loving and open and welcoming environment with a lot of people that face a lot of the same adversities or even internal battles or, you know, struggles that a lot of people face that we don't normally talk about in the job place or the career place. It was really so encompassing to see it earlier in my journey, and I hope that next semester we can bring more awareness to it and get many more people on board.

It's really, really cool. And of course, we have no other conference to compare it to, but I couldn't imagine a more both inclusive and all-encompassing, conference, inclusive just in terms of no matter what your identity, no matter who you are, it not only recognizes that, but it celebrates that.

And you see everyone from every field who each have their own experiences, their own levels of being out, their own, you know, work and life experiences. But it's also completely encompassing for every aspect of the academic side as well, from going through school, from post-grad, from, you know, working, you know, internships, and just other students. And so many different types of presentations were given, from lectures on research to personal identity, technical ability, so just, like, there's so much stuff that we wanted to attend that it's not possible to even, like, start to go into it all, and just being in that sort of environment was very, I want to say, transformative, for, for, a STEM career, and just your career as an individual person.

Haley - I also feel as though, obviously, like, the four of us and our chaperone, Nicole McIntyre, were the ones who were lucky enough to go, but I feel as though a lot of the resources and the things that we've learned throughout the things that we are able to take back with us to come and share with the students here. There's definitely a lot a lot of, like, queer organizations and resources that I connected with there that I want to bring back to campus and do more involvement with on campus as well, because I know that, like, the point is not just to, you know, enrich ourselves as individuals, but also be able to impact and influence the campus as well. So thank you for ASCOM for that opportunity. And we also have,

Moss - A statement here from our member who was not able to make it today due to work. But they say, although I wasn't able to make it to the presentation, I wanted to still share how thankful I am for this experience. While attending OSTEM, something that kept coming back to me, to my head, was that I wish everyone who wishes to attend a safe, affirming, and empowering space could experience OSTEM, too. I'm extremely grateful. This meant so much to me, more than I knew it would have meant before attending the conference.

Thank you, Isabella Gutierrez. Yeah, I definitely feel also so...comm students would benefit from going to OSTEM in the future. So we also have a little QR code here to gauge interest for APOL for next semester. And are hoping to possibly be able to send a larger

cohort next semester to get that, academic enrichment as well. Thank you so much for your time. Thank you.

Jess - Thank you guys for sharing. It's always really nice to get to see, like, to actually get to hear about the impact we're having on the system. It's a very profound impact. Thank you so much for approving your funding, because, like, it was a really transformative thing that none of us would have been able to do it without, yeah, a large part of your help.

Moss - Although this year, this October they're just over in Albuquerque. That's not bad.

Jess: it was really nice to hear about the impact that we are having on the students.

Jeremy: thank you for the funding and none of us would have been able to attend.

Tea: The community colleges has a grant that provide support for the LGBTQ community and so our hope is that you will continue to bring back the information

Moss: the barcode will go up on SMN and we can provide it for the social media.

- b. Discussion/action to elect a new Secretary for the Spring 2026 semester. Candidates: Malisa Ng, Carter Lofstrom, and Trevor Stern. Presentation by: ASCOM President, Arthur Hu.

Jess, Ray

Arthur – are all candidates here? Malisa, Carter, and Trevor? No Trevor?

Sadika – No Trevor.

Arthur – Okay, who would like to go first?

Sadika – let's go in order of the candidates listed.

Arthur – Okay, Malisa, you have the floor.

Malisa - Hi, everyone. My name is Malisa. Quick introduction about me. I am a first-year student here at College of Marin, and I attended San Rafael High School, I'm an economics major, and I am interested in serving as the secretary. So first, I am interested in the secretary role, because I have a passion for note-taking, staying organized, and recording information accurately, which I consider to be some of my strongest skill sets. As for qualifications, I am a quick typer, and I am confident in my ability to listen to information and type at the same time at a quick pace. Also, I would consider myself to be detail-oriented, especially when it comes to catching mistakes early on, and going about resolving them in a prompt manner. As for experience, I served as the ASB Elections Commissioner at San Rafael High School, where I independently organized and facilitated the elections process. During my time as the Elections Commissioner, I became familiar with working with templates provided to me and creating my own structured layouts for documents.

Also, through this role, I conducted student interviews where I had experience listening to and recording student responses in real time. Outside of school, I've had experience assisting with operations at my family's restaurant, where I was in charge of takeout and delivery orders, and from this, I became familiar with constantly double-checking information, and prioritizing accuracy, all while in a very fast-paced environment. And... With that, I hope to bring these organizational skills to ASCOM, and...Reliability. Thank you for your time.

Arthur - Thank you. Questions for Melissa?

Jess - I got one. What is your family's restaurant?

**Malisa Ng** - My family's restaurant is Laos Kitchen in downtown San Rafael.

**Ray** - I don't think I've ever been there. Being a part of ASCOM is running events, co-leading just two events with the help of other people on the board. How is your skills with

that? How do you feel about being as much of your role, like, dedicated to your role, but also being a team player, and helping kind of the whole thing, right?

**Malisa Ng** - I'm very confident in being able to help lead events. I'm familiar with working in a collaborative setting. As I mentioned, my role as I was working at, my family's restaurant, it's very collaborative, so I would say I'm confident in my ability.

**Al** - And, what are your availabilities for, staffing events?

**Malisa Ng** - I'm available... Pretty much... Any time in the afternoon, like, later afternoon, like, during... All days of the week.

**Al** - Okay, so most of our events take place, like, usually, like, with center cleanup, it's, like, between 11.30 and 2.30. Do you think that, like, you could consistently show up to that?

Malisa - Yeah, yeah, I can.

Al - Perfect. Hi Melissa, nice to meet you. I was the previous secretary, so I did the job, so I'm a little informed on how things run. Another, I know you mentioned a lot of your organization skills and quick. typing, which you're probably better than me, because I'm a slow typer, but that's great, but another part of the job is the secretary kinda...links the board to all the paper files, so the secretary has to be in constant contact, not only with the advisors, but with everyone else. So, like, for example, when an item like this, to elect a new candidate comes up on the agenda. We have to be in contact with our advisors, and we have to be in contact with everybody else to see if they, have anything they would like to put in the agenda. Are you well-versed with, emails and things like that? Are you available? Like, constantly, because, you know, we... most of our communication's also through text, so are you... Are you, you know, are you gonna be available? Like, kind of... not at all times, but, like, the majority of the day to be checking and constantly checking in with people?

**Malisa Ng** - Yeah, I'm definitely available to be, communicating and checking emails and such.

**Al** - Okay, thank you. Emily, do you have anything to add?

**Emily Cardwell** - No, I feel like you guys covered everything really well, and Melissa, you did a good job of, pitching yourself.

Malisa - Thank you.

Al - Farhan, Kai, Stefania, Mark, anything you guys would like to ask? Nothing in particular, no? Okay. Okay, so we'll be moving on to, harder... lost from?

Arthur - Okay, Carter, you have the floor.

**Carter Lofstrom** - So, yeah. Alright. Yeah, so my name is Carter, I'm an econ major, and I'm planning to transfer. I'm a local here of Marin, I grew up in Fairfax, and I went to Whitehill and Archie Williams High School. You know, I really want to join ASCOM because I never really got a chance to be a part of student body in high school, you know, I was... I was always, like, flipping around. I did end up switching to a couple of high schools, and I just... I never took school super seriously, so that's why I'm here at College of Marin, and... I know, I, like, I really just wanted to be more involved on campus this semester. As for the position of secretary, you know, I feel like I'm really organized, punctual, I'm reliable. And I'm definitely a fast typer and a strong writer, you know, and I think I gained those skills, you know, growing up as a kid, always playing games on the computer, you know. As for some, like, experiences, I worked in a local retail shop for a little bit over a year senior year, which I was held responsible to open and close the store,

as well as take inventory, complete sales, and keep track of, like, cash transactions and all that. So... It's a little bit about me.

**Arthur** - Questions for Carter?

**Al** - Yeah. Regarding availability, how available would you need to, help volunteer with ASCOM's event throughout the semester?

**Carter Lofstrom** - Yeah, so, my schedule's changed around a little bit. I believe it is Tuesday, Thursday. I'm pretty much available the whole day, as well as, like, Fridays. But yeah, Monday, Monday, Wednesday is now seeming like it's on the busier side, but I definitely... I think I do still have some hours in the afternoon.

**Jess** - Okay. And then, as for, like, actually leading those events, like, what experience do you have with that sort of stuff? Like, making a budget breakdown and actually, like, planning out the events and coordinating with others? Because that is a really big part of the job.

**Carter Lofstrom** - Yeah, you know, I mean, I don't have too much experience, to be honest with you, and I mean, that's really why I'm looking here.

Arthur - Any other board members have questions for Carter?

Jess - So for Monday and Wednesday, we typically, close events between, you know, 11.30 and 2.30 or so. So, around about lunchtime, here at the college, would you be available during that time?

**Carter Lofstrom** - I mean, I'm still... I'm still figuring out my schedule, so I'm not 100% positive, because I am planning on signing up for a class, and I believe the time frame is within then. So yeah, I need to look into that.

Motion to Vote: Jess, Al

10-0-0

In favor Malisa

- c. Discussion/action to approve NTE \$1,274.94 **[MOTION PASSED TO AMEND AMOUNT TO NTE \$1,400]** from acct#4500.04 (Event Supplies) for the Club Fest event on Feb 10 and 11. Presentation by: Co-leads Arthur, Alvaro, and Marc.

Marc, Al

Al: Same as fall. We are going to order pizza and drinks. An event that will happen across two days. 32 pizzas from Mountain Mike and soda's from Amazon, as well as, tips – 10% of the order. Total cost will be 1,274.94. One of our larger events happening over two days and higher than average event.

Eloisa: Does that count tax?

Arthur: It's the same amount as the last event.

Al: Should we do 1,400 instead?

Motion to amend from 1,274.94

Jess, Ray

Motion to Amend: Kai, Al

**PASSES 10-0-0**

Stefania: I encourage the board to consider the amount for other events because we still need to approve the speaker and this is a lot of event. I totally understand, but we have less money this semester because we already spent money for the welcome week. It's a lot. Maybe for the following events we can go to Community Hour to request money.

Al: Remember we only went for Dia de los Muertos to get a 1,000 for the event.

Stefania: Maybe we reduce the amount of events if we want to consider that.

Al: you are sharing that we would have about 500 for each event and so maybe we just consider if we add Community Hour money to increase that money.

Jess: I want to remind everyone that we can also shift money around.

Arthur: Yes, we have done that in the past.

Motion to vote on C: Jess, Al

**PASSES 10-0-0**

- d. Discussion/action to approve NTE \$700.00 from acct#4500.04 (Event Supplies) to purchase portable speaker for ASCOM events. PRs to follow. Presentation by: ASCOM VP, Al Rodriguez.

Jess, Ray

Al: On the math that Stefania just did. She already included the speaker. It is a portable speaker. Do you remember the one we used for the World Kindness Day? It is a big speaker with wheels. We can't afford to hire a DJ every event, so this will bring the vibes (non-explicit music). This is an investment for this board and future board with a longer term support. The 700 is with a lot of wiggle room. We just added more for tax and handling.

Tea: We also have portable mics that you can use to make announcements with the SAA speakers.

Motion to Vote: Ray, Jess

**PASSES 10-0-0**

- e. Discussion/action to approve NTE \$345.00 for Fall 2025 parking permits for ASCOM 25-26 Board Members from acct. 4500.31 (Parking Permits). PRs to follow. Presentation by ASCOM Co-Advisor, Sadika Sulaiman Hara.

Jess, Ray

Eloisa: it is free to you all, but it comes from a specific budget and so you already had the permits, but this it to process the payment

Motion to Vote: Ray, Jess

**PASSES 10-0-0**

- f. Discussion/action to transfer NTE \$600 from ASCOM acct#5200 (Travel/Conference) to 4500.31 (parking permits) to cover the Spring 2026 parking permits. PRs to follow. Presentation by: ASCOM Co-Advisor, Sadika Sulaiman Hara.

Eloisa: Similar to the last one, we have to move money to have enough money to cover this semester's parking permits.

Motion to vote: Ray, Jess

**PASSES 10-0-0**

- g. Discussion/Action to approve NTE \$64.00 from acct.#4500.04 (Event Supplies) for Finals Week Event. PRs to follow to reimburse board members and/or MCCD, Sadika's P-Card.

Eloisa: The budget went over by 64.00 and in order to reimburse the ASCOM p-card, we need your approval for the additional funds. This was to cover the extra cream cheese.

Motion to Vote: Jess, Ray

**PASSES 10-0-0**

- h. Discussion/action to discuss upcoming ASCOM events. Presentation by: Eloisa Costa.
  - i. Discussion/action to discuss and finalize spring program co-leads. Presentation by: ASCOM Co-Senators of Activities and Services, Ray McClure and Luca Magalhaes. Jess, Ray  
Ray: (pulled up presentation on screen) Any questions?  
Al: Thank you for this and lets keep tracking the little things. Unpacking the cart takes 10 minutes so let's keep at it. Thank you.
  - j. Discussion/action to discuss CSS Ribbon Cutting support on February 4<sup>th</sup> from 11:30am-2pm. Presentation by: ASCOM Co-Advisor, Sadika Sulaiman Hara.  
Sadika: reviews details for Ribbon cutting and requests volunteers.  
Ray: there is signup sheet.  
Al: took a head count for volunteers – 9
  - k. Discussion/action on ASCOM spring committee assignments. Presentation by: ASCOM President, Arthur Hu.  
Arthur: most of us are sticking with the same committees.  
Ray: I can't do GRIT anymore. I am taking on COMmunity Hour.  
Emily: Is anyone on the public safety council? I have class during this it. 2-4 on Mondays.  
Kai: I have class during PLC. 3:30-4:30, Tuesdays, PLC.  
Arthur: Malisa, are you available on Mondays?  
Emily: I can be on PLC on Tuesday  
Arthur: Malisa can be on public safety council. Kai, can you do GRIT? Marc will do GRIT, Malisa is doing public safety, Ray is doing Community Hour, Al is sticking with IDEA.
- l. Discussion/action on budget report. Presentation by: ASCOM Treasurer, Stefania Rodriguez.  
Stefania: I already subtracted money we approved today. Office supplies 3,301. Events: 3,301. Departments: 8,470. Clubs: 13,090.

**II. Standing Business (Actions May NOT Be Taken)**

**Officer Reports:**

- i. PRESIDENT REPORT: This week I have been working on Club Fest event. We did everything for week 4 and starting week 5. Started classes and the basic needs center. I don't have office hours and neither do you so keep that in mind.
- ii. VICE PRESIDENT REPORT: Did outreach for club fest. Contacted clubs, learning communities, and outside organizations. Responses are slowly coming in and getting used to my new schedule.
- iii. STUDENT TRUSTEE REPORT: Going to tour a college with my friends. This week was solid getting back into the seeing of the things. BOT – opening of the new building and employee housing is in the works, in addition to student housing,

which ahs been a very interesting idea. We talked about the Sherriff sub station, which Malisa you will hear more about in the council

iv. SECRETARY REPORT:

v. TREASURER REPORT: I worked on the budget and also we didn't meet, but Al and Marc were talking about idea for the event.

vi. SENATOR – TECHNOLOGY: I am definitely enjoying the new building, my new schedule has been a bit of a stretch, but I am managing it. I am keeping up with all that has been sent to me and will ge the welcome poster up today. Trying to figure out when I want to hold office hours.

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

Luca: Sending emails, working on events, and programs. He also worked on the presentation and checked out the new room.

Ray: I have been doing what Luca has been doing. This holiday we excelled on planning for the programs. We planned for the hot cocoa event, and planning for the ribbon cutting event. More organizations and planning than last semester. It's good to get it done now.

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

Kai: I enjoyed the new ASCOM room. I made an updated poster for the old cafeteria and putting up new ones today.

Marc: I am a co-lead for the club fest and did the design, and also the sports event – one item will be a push up contest against us. Finished templates for this semester's posters.

ix. STATE STUDENT SENATE REPRESENTATIVE REPORT:

Finalizing my schedule and sending tea a meeting request for SSCCC.

x. ESCOM REPRESENTATIVE REPORT:

xi. ASCOM ADVISORS REPORT:

Tea: Congrats on the first meeting, welcome Malissa. Feb 2 – Feb 5 is welcome week. Your Hot Cocoa posters are done, so let's get this up. If you need the speaker in the meantime, you can use the SAA speaker. I ordered supplies for the ASCOM event that should arrive next week. If you are going to be absent or tardy, be sure to include Sadika and I on those emails. Be focused during the meeting and congrats again on the start of this meeting.

Sadika: Welcome Malissa. Al, Arthur, and Ray, please schedule a meeting with Malisa for training and program assignments.

Committee Reports:

- i. COLLEGE COUNCIL REPORT (ARTHUR AND AL)
- ii. GOVERNANCE REVIEW COUNCIL(FARHAN)
- iii. PLANNING AND RESOUCE ALLOCATION COMMITTEE –
- iv. EDUCATIONAL PLANNING COMMITTEE (KAI) –
- v. FACILITIES PLANNING COMMITTEE –
- vi. INSTRUCTIONAL EQUIPMENT COMMITTEE (LUCA) –
- vii. PROFESSIONAL LEARNING COMMITTEE (KAI) –
- viii. POLICE ADVISORY COUNCIL (MALISA)
- ix. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE (MARC) –
- x. TECHNOLOGY PLANNING COMMITTEE –

- xi. INCLUSION, DIVERSITY, EQUITY, & ACTION COMMITTEE (AL) –
- xii. COMMUNITY HOUR COMMITTEE (RAY)
- xiii. ENVIRONMENTAL ACTION (LUCA AND JESS)

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

RAY: fill out the forms and sheets

Al: we were supposed to the community flag today so we will do it next flag.

Jess: Malisa, do you have WhatsApp? Can you put it in the chat so we can add you?

### IV. Public Comment

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Eloisa: Malisa, do you need a parking permit?

Malisa: No, I already have one.

*b. V. Adjournment: Jess, Ray 1:22 pm*



ASCOM President



ASCOM Advisor