



**Student Services Building, Room 254 College
of Marin-Kentfield Campus
835 College Ave, Kentfield, CA 94904
ASCOM Emergency Meeting**

AGENDA

(October 17, 2025)

12:00 p.m. – 1:30 p.m.

a. Order of Business Call to Order: 12:00pm

b. Roll Call:

OFFICERS	PRESENT	ABSENT
PRESIDENT ARTHUR HU	X	
VICE PRESIDENT GIOVANNI CARBONARO	X	
STUDENT TRUSTEE EMILY CARDWELL	X	
SECRETARY ALVARO (AL) RODRIGUES	X	
TREASURER STEFANIA SANTINI RODRIGUEZ	X	
SENATOR – TECHNOLOGY JESS SCHIFFMAN	X	
SENATOR – STUDENT ACTIVITIES & SERVICES RAY MCCLURE	X	
SENATOR – STUDENT ACTIVITIES & SERVICES LUCA MAGALHAES	X	
SENATOR – PUBLIC RELATIONS & MARKETING KAI MCCARTHY	X	
SENATOR – PUBLIC RELATIONS & MARKETING ELECTED: SIRAWIT "MARK" CHANSATEIN	X	
STATE STUDENT SENATE REP. FARHAN KHALIQ	X	
ESCOM REPRESENTATIVE VACANT (NON-VOTING MEMBER)	N/A	

ASCOM ADVISORS: SADIKA SULAIMAN HARA AND TEA PERALES

AUXILIARY MEMBERS:

MEMBERS OF THE GENERAL PUBLIC:

c. Approval of the Minutes: Motion: Jess, Ray

d. 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) Motion: Al, Jess

- a. Discussion/action to appoint a new Senator of PR and Marketing. Candidate: Sirawit Chansatein. Presentation by Arthur Hu, ASCOM President.
Motion: Al, Jess

Marc: Hello, my name is Marc, I am running for the position of PR and Marketing. I did my research about this position; it is about creativity and communication. One is creativity, I love designing clothes as my hobby, it comes naturally to me. I will try to make our work look good. I am very good at teamwork, I am part of International, and that has made me work with a lot of people. I am resilient, I spend 4-5 hours in the math lab, and I want to apply my academic dedication to ASCOM.

Jess: You said you spend 4-5 hours in the math lab will you be able to handle the extra ASCOM workload?

Marc: Of course, my schedule is flexible, and I am flexible

Gio: Do you have any experience with Canva?

Marc: Yes, I used to work on it since I was 18.

Gio: Are you used to working with deadlines? because this position is very deadline oriented.

Marc: Yes, when I get assigned my work I like to finish it early, I'm usually 1 to 2 weeks early.

Ray: Kai, would you like to share your experience with him? We had someone who was not able to keep up with the work; and some of us really felt the effects of that. On top of that, there are a lot more than just posters. It was challenging for us to have them, not being able to fulfill their work.

Kai: It is definitely very much deadline oriented. It was a very big jump this semester in workload, but it's never suffocating where you can't sleep at night. But you sound committed. If things come up, we are here to help. But it is important to volunteer and sign up for events. It is time-consuming but not too stressful. Thank you for coming.

Ray: Do the advisors have any questions?

Sadika: No

Motion to vote: Jess, Luca

MARC ELECTED 8-1

- b. Discussion/action to declare the Smiles & Miles Running Club as an official club and to award \$100.00 in seed money from acct.#7200 (Intrafund Club). Need to create a new club account. Presentation by Maria Rica.

Motion: Emily, Jess

Motion to table: Jess, Kai

- c. Discussion/action to approve NTE \$600.00 from acct.#7200 (Intrafund Club) to acct.#9575-36 (Current Balance \$716.00) for the International Club haunted house events. PRs to follow. Presentation by Club members.

Motion: Jess Emily

Motion to table: Jess, Al

- d. Discussion/action to change the date for the ASCOM event "Dia de Los Muertos" from "11/04/25" to "11/05/2025 at 12:40-1:30pm". Presentation: by Event Co-Leads

Motion: Jess, Ray

Al: The reason we want to change the event date that is supposed to be on a Tuesday to a Wednesday, is because Stephania found out that if we hold the event during community hours, then we can also get funding from Community hour. Their help will be crucial in this event because we must serve Tacos for 300 people, which will come out quite expensive.

Kai: I just want to confirm that the event is November 5th from 12:40-1:30pm

Al: Correct.

Motion to vote: Jess, Luca

PASSES 10-0

- e. Discussion/Action to approve NTE \$90.19 from acct.#4500.04 (Event Supplies) for "Spooky Season." PRs to follow reimburse board members and/or MCCD, Sadika's P-Card. Presentation by Event Co-leads.

Motion: Emily, Jess

Jess: This is a smaller event; the budget is going towards popcorn, Halloween candy, and

some coke cans. Which is pretty much all for the event. Any questions?

Motion to vote: Jess, Al

PASSES 10-0

- f. Discussion/action to approve NTE \$1,500 from acct.# 5820.01 (Printing/Publicity) for Fall 2025 and Spring 2026 printing/publicity expenses. PRs to follow. Presentation by Eloisa, SAA Admin Assistant.

Motion: Jess, Emily

Eloisa: Every time we print, we must pay a small fee; this will last us the whole year.

Historically, it's what we pay for printing.

Stephania: What account is this used for? Does this come from event supplies?

Eloisa: No, it's a separate account, which is meant for that specific expense. \$1500 is what is in the whole account.

Motion to vote: Emily, Ray

PASSES 10-0

- g. Discussion/presentation about ASCOM moving to the new Center for Student Success building. Presentation by Student Activities staff.

Motion: Jess, Luca

Sadika: The goal here is to have us packed up by the break, I'm going to say by finals, because I don't want you all worried about getting this room wrapped up. And then when you come back in January, we will be opening and having a fresh start in the new building. So, this will be the last semester in this room. Eloisa, Tea, and I are really trying to figure out how to nuance the packing, because we know that you all have events still happening. So, we want to have a little bit of a discussion and brainstorm on how you think it would be, or what you think would be helpful. Because I think you have 5 more events to go to. Do you want to put everything in boxes now and keep it organized that way? Do you want to put event supplies separately, and then we start packing those boxes for everything else? I just want to open it up for discussion so that we can regroup, Tea, Eloisa, and I, and figure out what's the best method so that we are ready to go by December.

Gio: What is happening to the shed?

Sadika: Its staying, good question.

Emily: I feel like most things are needed for events in the shed. I feel like if we start packing up during office hours, it shouldn't add too much stress.

Jess: It would be a good idea to sweep through random things that accumulate over the years; it will be good to clean up unwanted clutter.

Sadika: We'd love to throw things away but also want to be mindful of what needs to stay. Jess, thank you for bringing that up. Now, the question is, are you all going to actually do this? Because then we will come up with a deadline by which you need to go through the shelves. Toss whatever we're not using, or we'll donate whatever we're not using, and then we can start actually packing it up.

Arthur: Sounds great

Sadika: I'm just going to assume you are all going to do this during your office hours. Arthur, I'm going to make sure that we need to structure during office hours, I'm going to leave it to you for structure. We're not going to pack just yet. If you see things that can go in the shed, take them. Marc, you're going to be part of this too. We're going to move things to the store behind the cafeteria. We also need to be more intentional, forgetting the water bottles out during the next event, Ray. Do you want to talk about it?

Ray: We're trying to get rid of them, and we're thinking of incorporating them on our event. We can put stickers on water bottles to make them interesting. The other event we could do with the finals, we could put liquid IV. So, people are inclined to take it. If we try to have stickers or liquid IV, then people will be more inclined to take them.

Emily: We could also bring them to alumni panels.

Eloisa: Also, self-care packs.

Sadika: Eloisa Tea, anything to add?

Eloisa: Keeping the shed organized as much as possible is going to make it easier for people to find stuff, and these Costco boxes are to start moving. If you want to leave stuff in the shed, you can put it in boxes.

Sadika: It's going to be quicker than you know it, in less than a month. If there are things you are confused about, please reach out. If there are things that need to be purchased, please check in the shed. We want to get rid of stuff not add things

Jess: I think we should do a timeline, with due dates, on the board,

Sadika: I love that. Okay, we will get that together, Tea, and Eloisa. We will put that timeline together for all of you. We will also send it to you, but Arthur will be taking the lead and really doing the organization. Of the folks that will be purging and getting things together since he is in the presidential role. Sound good?

- h. Discussion/Action to approve NTE \$1528.13 from acct.#4500.04 (Event Supplies) for Dia de Los Muertos EVENT. PRs to follow reimburse board members and/or MCCD, Sadika's P-Card. Presentation by Event Co-leads.
Motion; Jess, Emily

Luca: This \$1528.30 money is for all our supplies. Are we still getting help to pay for the event?

Stefania: Yesterday I talked to Marc who is on the community hour board. They said they are going to have a meeting next Monday to approve the \$1000. So, for our budget we'll use only \$528.30.

Emily: So, should we amend the item?

Al: No, the reason that I put \$1528.30 down, is because in case that doesn't get approved, then we're still safe on budget. When they approve of our money, then we can ammend the item.

Motion to vote: Jess, Emily

PASSES 10-0

- i. Discussion/action to discuss upcoming ASCOM events. Presentation by: ASCOM members.

Arthur: Alumini event is coming up and we're going to do it in a regular sized classroom, with food. We have already invited a couple of people. And we're waiting for their reply. And we'll probably have food there.

Emily: Yes, we're going to decide on food at our second meeting, after this meeting. I have a long list of student trustees, so I will be taking a look at that. We can talk about this after, but Marc, you'll be joining us after this meeting. Because currently it's just the two of us. Yeah. And I got a long list of all, like, former student trustees in the last 20 years today, this morning. From Mickey, I was going to take a look at that and see if I could reach out to anyone there.

Jess: Spooky season is going well, all the details are finalized, we got the budget approved so it's good. A little later than we liked, but I think it's still on track.

Farhan: I will be sending out the volunteering sheet after this meeting on WhatsApp.

- j. Discussion/action on budget report. Presentation by: ASCOM Treasurer Stefania Rodriguez

Motion: Jess, Ray

Stefania: For the office supplies we have \$2,273.95, for event supplies \$9,688.23, for department, \$9,000 for club account \$27,982.42 any questions?

II. Standing Business (Actions May NOT Be Taken) Motion: Jess, Ray

Officer Reports:

i. PRESIDENT REPORT:

Arthur: Me and Gio attended college council, where we talked about staff bringing their kids and the liability of that. As well as the relationship between students and faculty. I will be attending my office hours after this meeting. I am also planning the alumini panel.

ii. VICE PRESIDENT REPORT:

Gio: I attended college council, we tabled at fall y'all, I will attend my office hours after this meeting. Next week is week 5 for world kindness day.

iii. STUDENT TRUSTEE REPORT:

Emily: This week I went to fall 'all, I wasn't able to volunteer, but it was cool to see everyone. I am working on the alumini panel and I attended my office hours.

iv. SECRETARY REPORT:

Al: I was at the Fall 'all event for quite a while. I attended half of my office hours and will be attending the other half after this meeting. Also busy with usual agenda stuff.

v. TREASURER REPORT

Stefania: We've been working on Dia de Los Muertos, I had a midterm yesterday, and attended my office hours.

vi. SENATOR – TECHNOLOGY:

Jess: I did all my office hours, Doing good in English class. Keeping up with posts, and reels, and that's been fun.

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

Luca: I attended office hours, helped at fall y'all, and I worked on Dia de Los Muertos.

Ray: I did my office hours; I will re-send out the event that Mark switched with previous PR and will start world kindness stuff, and I volunteered for fall y'all.

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

Kai: I attended office hours and made posters for spooky season and Dia de Los Muertos. I'm going to hang up the big ones today.

REPRESENTATIVE REPORT:

Farhan: I attended office hours and event
x. ESCOM REPRESENTATIVE REPORT:
xi. ASCOM ADVISORS REPORT:

Tea: Welcome Marc, I want to give kudos to Kai for holding it down, to keep the board on track, this board is really enjoyable to work with. Good luck with midterms, make sure to take breaks. Jess, please respond to the email about movie night.

Sadika: Congrats, Marc. I like the values and energy that you are going to bring to the board. Good job Kai, you have been holding it off. Thank you to the folks who have volunteered at Fall 'y'all, please make sure that you sign up. Spooky season folks please purchase the things with Eloisa, so we have enough time. Kai, please schedule a meeting with Marc about expectations, showing Drive and Canva, and also procedures of how we get them printed. Arthur, please also meet with Marc. Marc, you need to put out 3 office hours a week to work on ASCOM related items. Arthur, please share the programming calendar. Ray and Luca go over assignments, and make sure we go over the information. Please do the power point about program planning and execution. Last thing, Marc, we do a retreat with the board. We want to make sure that you have an idea of when you need to come back. Stay healthy, and if you are sick wear a mask.

Committee Reports: Motion: Jess, Luca

i. COLLEGE COUNCIL REPORT (ARTHUR AND GIO C):

Arthur: We met yesterday, we talked about liability with staff and kids, and relationships with staff and students.

Gio: We also talked about changing the name for this building; they are considering DE hall, named after the people who sponsored this building. There is consideration to changing the name of this building. If you have any suggestions, email Eldridge, He would be very interested.

ii. GOVERNANCE REVIEW COUNCIL(FARHAN) –

iii. PLANNING AND RESOUCES ALLOCATION COMMITTEE(GIOVANY) –

iv. EDUCATIONAL PLANNING COMMITTEE(KAI) –

v. FACILITIES PLANNING COMMITTEE –

vi. INSTRUCTIONAL EQUIPMENT COMMITTEE(LUCA) –

vii. PROFESSIONAL LEARNING COMMITTEE(MEBA) –

viii.GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION
COMMITTEE(RAY) –

ix. TECHNOLOGY PLANNING COMMITTEE (JESS AND CRISTOPHER) –

x. INCLUSION, DIVERSITY, EQUITY, & ACTION COMMITTEE(AL) –

xi. COMMUNITY HOUR COMMITTEE –

xii. 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 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.*

Arthur: Regarding cleaning up, we'll start right after this meeting, and putting it in the shack, so when we move over tis going to be easier. I know that a lot of people hold office hours today so it will be easier.

Emily: If anyone knows any alumini please tell me about it.

IV. Public Comment

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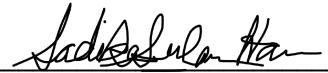
Kevin: I'm not the official ESCOM rep, but I was for many years. I attend these meeting as I can. Two observations: One was that it was a very successful fall y'all. Another thing is "Experience is something you get when you expect something else" there is no doubt that we are in a post-industrial revolution transformation, which is changing a lot. It's here and it's deep. I want to give you some different perspective: At the end of the civil war, there was 3.5Million Americans, and that was the largest loss of lifesaving of Americans in any conflict. You guys are at the forefront, and you are doing the right thing. You are curious, I want to see you continue building resilience. It is really amazing how things change. Build the ability to cope with challenges. I really admit to you guys.

V. Adjournment:

Motion to adjourn: Al, Ray 12:48pm



ASCOM President



ASCOM Advisor