



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

**AGENDA
(October 24, 2025)
12:00 p.m. – 12:39 p.m.**

a. Order of Business Call to Order:

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 SIRAWIT (MARC) CHANSATEIN	X	
STATE STUDENT SENATE REP. FARHAN KHALIQ (LATE)	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: Jess, Luca

- a. 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 Club Members.

Motion: Jess, Al

Motion to table: Jess, Luca

- b. Discussion/action to declare the Environmental Hiking 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 Club Members.

Motion: Jess, Ray

Motion to table: Jess, Luca

c. Discussion/action to approve NTE \$191.83 from acct.#7200 (Intrafund Club) (account being created) to have Classic Film Club host a movie night. PRs to follow. Presentation by Club Members.

Motion to discuss: Jess, Ray

Charlotte: Hi, so I'm here, representing the Classic Films Club. We're looking to get \$191 to cover the cost of food for our next meeting, and we are currently working on getting some external funding as well, so that we don't need to continue to come back to ASCOM to cover food costs in the future.

Arthur: Is this your first time asking for money?

Charlotte: No, it's our second time.

Luca: Do we know how much money they asked for last time?

Arthur: How much did you ask for last time?

Charlotte: I do not know at the top of my head, because I usually have my vice president here to help with this, I believe it was about \$75.

Gio: It was \$75

Motion to vote: Jess, Gio

PASSES 10-0

d. Discussion/action for the Umoja Equity Institute who is requesting a collaborative partnership with ASCOM for the Don Barksdale Homecoming Week Pep Rally—Mariner Madness.
Presentation by: Emily Schaefer

Motion to discuss: Jess, Ray

Motion to table: Jess, Luca

e. Discussion/action to approve NTE \$489.29 from acct.#4500.04 (Event Supplies) for Alumni panel event on 11/04/25. Reimburse ASCOM/Sadika's P-card or members. PRs to follow.
Presentation by Event Co-leads.

Motion to discuss: Jess, Ray

Arthur: Alumni panel is happening on November 4th; the funding is for food and drinks. Last year we had food and drinks in a standard size room in the AC quad. Some of the alumni might show up physically so it's good to have food for them as well.

Emily: I had that the event was on November 10th, I could be off on my calendar.

Luca: I got it here on Nov10th

Arthur: Okay that makes sense; it is on the 10th, never mind.

Jess; Could I get a more precise budget breakdown?

Arthur: Yes, let me pull it up, it will be wraps for 40 people that will be from Molly Stones for \$380, and coke from Amazon for \$32 and delivery fee is \$40. Altogether \$452.

Ray: That's your total budget?

Arthur: Yes, accounting with 8.25% on Kentfield taxes.

Motion to vote: Jess, Ray

PASSES 10-0

f. Discussion/ action to amend item “f” from 10/10/25 minutes to buy snacks for ASCOM members from “\$90.75” to “\$63.25”. Presentation by: Al

Motion: jess, Ray

Al: Okay, it's very simple here. We had initially ordered food, accounting for your healthy request with carrots and hummus, however. Eloisa wasn't able to order that because apparently, they can't process fresh food on business cards. So, that couldn't be ordered, so that decreased the price, and, this change also reflects, that I initially requested for plastic forks, but I think they want us to use, Sustainable ones, so... That's all. Any questions?

Stephania: Did you just order coked then?

Al: No, I got cokes, sparkling water, some bars.

Jess: Nothing flat?

Al: No, next time we can make a more extensive and detailed list that everyone wants to have as snacks.

Motion to vote: Jess. Ray

PASSES 10-0

g. Discussion/action to amend item “e” from 10/17/25 minutes to buy supplies for spooky season from “\$90.19” to “\$95.56”. Presentation by: Event Co-leads

Motion to discuss: Jess, Luca

Jess: Okay, I can take this away. Pretty simple. When we were budgeting the event, we forgot to account for the Kenfield sales tax, so the total ended up being slightly higher than what we anticipated, and this is just updating the agenda to reflect the new total.

Motion to vote: Jess, Ray

PASSES 10-0

h. Discussion/action to approve NTE \$3,000 from acct.#4500.01 (Office Supplies) for Fall 2025 and Spring 2026 office supply expenses. Reimburse ASCOM/Sadika's P-card. PRs to follow. Presentation by Eloisa, SAA Admin Assistant.

Motion to discuss: Jess, Luca

Sadika: I'll be presenting on Eloisa's behalf. This is, just to approve the account, the entire amount in there, so that when we need to purchase supplies for the office, we already have an agenda item that we can refer to.

Motion to vote: Jess, Ray

PASSES 10-0

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

Motion: Jess, Kai

Arthur: Spooky Season is next week on Thursday; it wasn't this previous week. And then we are still planning an alumni panel, waiting for some responses.

Stephania: And Dia de Los Muertos, November 5th

Luca: Finals prep 5-week plan is starting next week.

Ray: Week 5 of world kindness day has started.

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

Stephania: For the office supplies we have a total of \$2273.95, for the event supplies we have \$9031.5, for department account we have \$9000, and for the club account \$27,242.00

Motion to circle back to item discuss item "a": Jess, Gio

a. 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 Club Members.

Emily G: Hello, I'm Emily Gable, I'm an ESL professor here at College of Marin. I'm representing the Smiles and Miles Running Club this morning.
as, some of the members couldn't attend today. We are asking to be named as an official club. And asking for funds for club events. They're planning to schedule some short runs, and so I think they're asking for funds for water, you know, electrolytes, snacks, things like that.

Arthur: On the agenda, we have that you guys did not request any funds.

Emily G: Oh, I'm sorry I thought I saw the seed money?

Emily C: So, every club gets \$100 when they are, like, enacted as an official club, and so that's something to start off with, and then, whenever you guys need more, you just fill out a form.

Motion to vote: jess, Gio

PASSES 10-0

II. Standing Business (Actions May NOT Be Taken) Motion: jess, Luca

Officer Reports:

i. PRESIDENT REPORT:

Arthur: I will be attending my office hours after this meeting, and have been working on the alumni panel, and we got a couple of yes's for zoom.

ii. VICE PRESIDENT REPORT:

Gio: I will be attending my office hours after, I have made a color-coded chart with all the club contacts on it and I am working with Eloisa that I am in contact with everybody, and they have access to ICC meetings. I have started planning for world kindness day.

iii. STUDENT TRUSTEE REPORT:

Emily: Hello, everyone! I'm a little under the weather, which is why I'm on Zoom today, but I did have the Board of Trustees meeting this week on Tuesday. It was a bit longer than usual because open enrollment for healthcare opens in November, and there was a very long, very informative presentation on employee benefits, so it was really interesting to learn about the nitty-gritties there. We also got updates on the MESA program, which was really cool to hear what everyone's up to. we also talked a fair amount about the 50% law, so I feel like if anyone has any questions about budgets for the school, I think it's pretty interesting but talking about how 50% of the budget must go to teaching faculty, and then, also talking about fundraising. for the centennial and just wanted to remind everyone about the Innovation Challenge, because I think that's a really cool opportunity for students to potentially really improve our campus. Yeah, that's all I've got for now.

iv. SECRETARY REPORT:

Al: I continued to work on Dia De Los Muertos, attended half of my office hours and obviously made the agenda.

v. TREASURER REPORT:

Stefania: I attended office hours; we got an email, from community hours saying that \$1000 was approved from them. In total, we'll only use 566.54\$ from our budget. Which was good news.

vi. SENATOR – TECHNOLOGY:

Jess: I managed to make my office hours, I am updating my office hours, on Tuesday and Thursday from 1:15- 2pm. And Friday from 11-12pm and Friday after the meeting for 30minutes. I have been keeping up with Instagram. I couldn't post the emergency seminar because I was in class.

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

Luca: I attended my office hours, worked on world kindness day, and Dia de Los Muertos I released the volunteer sheet for that. And I let the final prep co leads know about their event.

Ray: I worked on world kindness, which is on week 5, day well have a meeting after. I did my office hours on Wednesday and will be doing the other half after the meeting, I've officially changed the days so there are no more inconsistencies.

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

Marc: I got assigned to world kindness day and finished the poster already.

Kai: I attended my office hours, and planned for world kindness days, I'm going to hang these posters up after.

ix. STATE STUDENT SENATE REPRESENTATIVE REPORT:

Farhan: I Attended office hours and continue to plan for spooky season. And yesterday I went to a GRC meeting with a student I met in my math class.

x. ESCOM REPRESENTATIVE REPORT:

xi. ASCOM ADVISORS REPORT:

Sadika: A couple of things, so I want to make sure that everybody, when there are posters that need to be put up. Please put them up. I know that Kai and Mark are there, and if you are in the office, let's just go ahead and be collaborative and a team and have those posted up. If you see any posters that are outdated, the 11x17s or the sandwich boards, please bring them in. And this can be anyone, if you're walking across campus, you're in the bathroom, you see one over the water fountain, just take it down so that we can be current on all the programs and events that are happening. Enrique did send me a message, Arthur and Al, I CC'd you about sending a report to you, since they are unable to come to the meeting to give the GRC report, but I know Farhan went, so Farhan, you can give a report. But for future, Enrique will either be present, or We'll be sending you a report for it to be read out to the board. And then I wanted to just, give everyone a heads up that we will be putting out a poster, a call for, appointing a new vice president, because sadly, our wonderful, amazing Gio is going to be leaving us in a short, gosh. two months, I guess, so we're going to find superstar candidates to be in his place. That being said. I know that some folks on the board may be interested, and we certainly do encourage you, anyone who is interested, to run. I want to remind everybody that this is the same election code that stands for any annual election. That means that we are putting an announcement out to the campus, so it'll be more than just the board that can run for this position. We will have that happen at the end of November, with a vote to go to this board in December. Also, remember that bribing is not an option, right? All the same election code pieces, so we cannot ask people to vote for us; we cannot give people things to vote for us, so just make sure that you are aware of that. I want us to also think about Arthur as our current president, and I want us to also think about what do we need in leadership styles, right? We did True Colors; we do want to make sure that we're complementing who our leaders are in terms of their styles, so let's make sure that we're also considering that when we're voting. We really don't want votes in terms of elections to be popularity contests. That's not how this works. We want us to be as effective as possible, and you all have been so tremendous so far, and so we want to keep that momentum going. So, consider and think about that as you put out the word to people that you think would be a good fit, if you're running yourself, and then also how we vote. I also will say that once the position becomes... if there's a position that becomes vacant again, because someone from the board becomes vice president, it'll be the same procedure, but we'll likely do the voting in January. Because I think it'll just be too close and too much for finals week for you all to have to reconvene and do it. But Arthur and I will talk about that. Al, if you decide to run for this position, I will be taking minutes for that particular item, on that day, because it's a conflict of interest to obviously have, right, the secretary doing it. So, I just want to make sure that everybody knows that the votes will remain private; they will come to me on that day if Al chooses to run as well. So, this is open to everyone. I just want to make sure we're all on the same page about what the expectations are.

Thank you, Sadika. Yeah, that captures everything. I think it's this the vice president, you

know, I meet with weekly, and it's a really, really important position, and Gio has really rocked it at that, right? Around the values, not only of the professionalism that comes with this position, but really considering, again, like Sadika mentioned, their overall leadership style. Are they warm and welcoming, and inclusive, To fellow board members, to the student's body, right? Like, really looking at, this is not only representation of ASCOM, but as the larger school body and the campus, right, around equity, and understanding around that, and so, Yeah, just looking forward to seeing, who comes in that role, and really turning to you all to practice yours, You know, leadership, ethical leadership in how you're showing up for, for that process. And, you know, just reflecting on the recent PR appointment, it's... I think that's just a good reminder that, you know, the decisions should really take into account, a candidate, passion, readiness to serve, and, you know, their leadership style, and how, accessible they feel to, to you all and to the larger student body to fulfill, to really succeed and fulfill the role that, the vice president takes. So, I'll be meeting with Jess right following this meeting, and Jess, this is what... it's going to be about the marketing to promote that. And I think that's all. If you have any questions, let me know.

Committee Reports: Motion: Jess, Ray

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

ii. GOVERNANCE REVIEW COUNCIL(FARHAN) –

Farhan: Yeah, yesterday, I attended a GRC meeting with fellow student Enrique. And the main topic for the meeting was getting faculty and students Like, to join these committees. Like, to increase engagement with the committees, and so they have, like, a survey they're going to send out.

To the faculty, like, are you on a committee, If yes, like, what's your experience? And if not. Tell us how we can make it more inviting, and then also reaching out to students in, like, workshops and stuff, or if there's already workshops going on, just go and just put the word out to increase engagement on campus. So that was the main, main focus of yesterday's meeting.

Arthur: Evaluations of PGS, the survey, wrong survey, couldn't open actual one, Melanie has updated our GRC website, but we need the other committee's website to be updated as well. A draft letter (in GRC google drive) asking committees to: -set goals aligned with their charge - Plan for the Self Evaluations Self Evaluations- did they work well? Maria said, as she has done herself being apart of other committees, that they worked well. They get the point across, and she is able to speak about everything she would like to mention. Overall, people within the committees felt unheard and like their ideas were undervalued. How to create more outreach for Committees from faculty --> Need more faculty in the committees. Can create outreach in a survey asking: Are you apart of any Committees? If yes, which and how is it going. If not, why not? -we need more faculty in the committees How about Students? Farhan: he only learned about it after joining ASCOM Enrique: He learned about it from Melanie, we can create more

outreach by getting advertising the committees in workshops where students are participating in order to do better for themselves and the community. We need students that are dedicated to their school. Can get more help on this from Holley, invite her for next meeting? Meeting in person next time?

iii. PLANNING AND RESOUCCE ALLOCATION COMMITTEE –

iv. EDUCATIONAL PLANNING COMMITTEE(KAI) –

Kai: The Educational Planning Committee met, and Dr. Eldridge came in and talked with us. About potentially establishing a better, like, data governance system, especially for, like, the EPC websites, and we also discussed possibly using gender reflex week as a time to hold, like, a school walk-in community governance meeting event.

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) –

Jess: We talked about improving the phone system on campus, because it is half-decade out of date. We have started allocating a workload for some larger technological overhauls on campus that are planned to happen over the next couple of years.

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

Al: We just met today before the meeting, and we went over a form that was sent out to us, from equal employment opportunity. They just wanted us to review the form. And then we continued to talk about how these topics from IDEA, on how the staff and the students can be more involved.

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.

Jess: Two quick things. One, I noticed that the agendas still list Giovanni Nario on it for the committee reports, despite him no longer being on the board.

So, possibly go fix that. And, I have noticed a lot of clubs do not get activated because they haven't sent a representative to an ASCOM meeting. So, I'm wondering if that is because that step isn't clearly communicated? Or it's hard for them to figure out when the meetings are happening. Does anybody have any ideas as to how we could fix that?

Gio: Well, to my knowledge, all of the clubs that have been in contact with me and Eloisa have. Done those things, or they've either been activated, or they're going to have an orientation meeting with Eloisa, so I would, operate under the assumption that the clubs that aren't doing that haven't been

contacting us? Or haven't been making an effort to reach out to us.

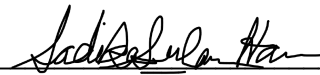
IV. Public Comment

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V. Adjournment: Motion to adjourn: Jess, Ray 12:39pm



ASCOM President



ASCOM Advisor