Student Services Building, Room 254 College of Marin-Kentfield Campus
835 College Ave, Kentfield, CA 94904
ASCOM Emergency Meeting
AGENDA
(November 07, 2025)
12:00 p.m. – 12:36p.m.

Order of Business

a. 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(LATE)**	
SENATOR – TECHNOLOGY **JESS SCHIFFMAN**	**X**	
SENATOR – STUDENT ACTIVITIES & SERVICES **RAY MCCLURE**	**X**	
SENATOR – STUDENT ACTIVITIES & SERVICES **LUCA MAGALHAES (PROXY: Ray)**	**X**	
SENATOR – PUBLIC RELATIONS & MARKETING **KAI MCCARTHY**	**X**	
SENATOR – PUBLIC RELATIONS & MARKETING **SIRAWIT (MARC) 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. Adoption of the Agenda: Motion: Jess, Ray

d. Approval of the Minutes: Gio, Jess

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) Motion: Al, Ray

a. Discussion/action to declare the "Economics" 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 to discuss: Jess, Ray

Sashah: I am taking Macro Econ, and we decided to make a club, and it would be great to have a club for study groups. We want a club for students interested in Econ and business. Peer-tutoring, sharing notes, and study groups will be our main activities. We have Professor Hector coming in to explain things. And it will be a space for people to come in and talk about business or finance even though they may not be in those classes. And we want to invite guest speakers, parents and people who are in the business fields to talk about their career paths. And, even Hector in the ways that he became an Economics professor.

Gio: Im an Economcs major, and I am excited the club is back

Ray: The class is challenging, so having a community is helpful, I agree.

Sasha: We had a study group before a big test, and we noticed an increase in tests averages.

Sadika: We have a business club that has $52 in their account; we could amend that money to move it to the Economics club, since those funds have been unused for a couple of years.

Motion to amend item "a", to change the name of the Business Club to the Economics club so they can have the $52 in the Business Club account in addition to their seed money. Motion: Jess, Ray

Motion to vote on amendment: Jess, Ray

PASSES 10-0

Motion to vote on item a: Al, Ray
PASSES 10-0

b. Discussion/action to approve NTE $530.00 from acct.#7300 (Interfund Transfer MCC Departments) for MESA to host a finals study party. PRs and FOAP to follow. Presentation by MESA Director.
Motion to discuss: Emily, Jess

Nicole: I am the Director of the MESA program, a learning community for first gen students studying science. I submitted an item for a study party at the end of the year. We'll provide dinner, tutors, to create a community for getting locked in and focused on exams a week early from finals. Because of the way state funding works, we can only provide food for MESA students, so I am coming to Ascom to provide the food for the general student population attending this event.

Motion to vote: Al, Ray
PASSES 10-0

c. Discussion/action to approve NTE $471.00 from acct.#4500.04 (Event Supplies) for World Kindness Day. PRs to follow to reimburse board members and/or MCCD, Sadika's P-Card. Presentation by event Co-leads.
Motion to discuss: Jess, Kai

Ray: We have the World Kindness Day budget breakdown. It accounts for pizza, mental health stickers, and paper plates. All after tax. The current price on the agenda is $471.00, but the price will probably be less because Eloisa said we should only get 9 pizzas. If so, the price will be $381. Gio, would it be alright to say that the paper plates wouldn't. completely be on us?

Gio: I believe that there is a specific account for paper plates

Eloisa: There is the supplies budget. But it would still need to be approved as part of the ASCOM event. Because I need the minutes to reimburse the P-Card.

Ray: I don't think we're doing badly on our budget, with the paper plates and Eloisa's suggestion would be just $381.00, which is significantly lower than from the other events.

Motion to vote: Al, Jess
PASSES 10-0

d. Discussion/ action to amend item "h" from "10/17/25" minutes to change the budget for Dia de Los Muertos from NTE $1528.13 to NTE $528.13. Presentation by: Event Co-leads.
Motion to discuss: Al, Ray
Al: This is simply adjusting for the safety budget we had submitted earlier, of $1528 which was reduced to around $528, with the contributing from the Community hour department. Stephania, would you like to add anything?

Stephania: No, I already subtracted the money from the budget. I adjusted it to the budget.

Motion to vote: Jess, Ray
PASSES 10-0

e. Discussion/action to discuss upcoming ASCOM events. Presentation by: ASCOM members.
Motion to discuss: Jess, Ray

Arhtur: The Alumni panel is next Monday. We need someone to set up the Zoom and there will be food there.

Emily: It would be fun to see you guys there. We have some Alumni on Zoom we'll be putting together some questions ahead of time today if someone has anything to add to it. Finals week, we're planning that right now, we're talking about moving the date a little bit, we're also planning on partnering with the psych services.

Jess: The event is on a Friday, which will clash with the ASCOM meeting, that is why we are moving the date.

Ray: For world kindness is coming towards the end of November. Luca got the big piece of paper that we're going to use. One of the learning communities reached out to partner with us.

Gio: We had someone who wanted to table at our event, he would have Narcan, overdose prevention, and we'll see if he's able to table

f. Discussion/action on budget report. Presentation by: ASCOM Treasurer (Stefania Rodriguez)
Motion to discuss: Jess, Ray

Stephania: For the office supplies we have $2301.43, for the Event supplies we have $8536.84 and for department account we have $9000 and for club account $26,390.59. Questions?

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

Officer Reports:

i. PRESIDENT REPORT:

Arthur: I will attend my office hours after this meeting, and we're still working on Alumni Pannel, and the boxes are all here now so we can start packing up.

ii. VICE PRESIDENT REPORT:

Gio: I will be attending my office hours after this meeting. We have been discussing world kindess days in our office hours, and the boxes are here, so we need to start determining what's not essential in our day to day and throw those things in the boxes.

iii. STUDENT TRUSTEE REPORT:

Emily: I will be attending my office hours after this, working on alumni panel, and finals week

iv. SECRETARY REPORT:

Al: I have attended half of my office hours and will be attending the other half after this meeting. I helped with the set-up for Dia De Los Muertos and worked on the agenda and what not.

v. TREASURER REPORT:

Stefania: I was studying Physics; I attended Dia de Los Muertos and attended my office hours.

vi. SENATOR – TECHNOLOGY:

Jess: My week's been haptic; I've had a few personal things coming up and ended up missing Dia de Los Muertos. And attended most of my office hours. Me and Kai showed up an hour early to make up for office hours and have been keeping up with posting.

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

Luca: I attended my office hours, I attended the Dia de Los Muertos event and helped with clean-up, and worked on world kindness day

Ray: I attended my hours and will do the rest later and have been working on world kindness day and had some big exams. I attended Dia de Los Muertos and made a cool Taco.

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

Kai: I attended my office hours, and helped out with Dia De Los Muertos, and will be meeting with World kindness days co-leads.

Marc: I attended my office hours; I finished doing the posters for final weeks and helped out with the Tacos at the last event.

ix. STATE STUDENT SENATE REPRESENTATIVE REPORT:

Farhan: I attended my office hours and went to Dia De Los Muertos event; our cleanup was smooth. And continuing to work on the finals event. I inquired about a bagel donation this morning.

x. ESCOM REPRESENTATIVE REPORT:

xi. ASCOM ADVISORS REPORT:

Tea: Just want to congratulate you on Dia de Los Muertos. It was a really great event, and even though the weather was cool and wet, I felt like it was a special event, and I think the collaboration y'all had with Psych Services, and the altar that was there, it really was beautiful. And the food was really good, and you could just tell that, folks felt warmer leaving there, so congratulations on that. It's a really special holiday for many, so I feel like that offering was really special. Next Wednesday is, Women of Color Cafe. Y'all have just been really stellar at the cleanup of your events, and thanks for being on top of it as we pack up your space to move to the new office. It just feels like, yeah, y'all's skills and superpowers are just really amazing to continue to see you all shine. And as always, let me know if there's anything that you need in the meantime.

Sadika: I'm still under the weather. I'm so sorry I missed Dia de Los Muertos, but I heard it was a success, so I'm super excited about that.
I know that Eloisa has some thoughts on our setup and how we do,
the programming component of it, I know we've had some setup issues on the facilities end that is beyond our control, but we are doing our best to communicate with maintenance and operations, so thank you, Eloisa, because that is unfortunately a daily issue we're having. But keep us posted if you're still seeing that. Thanks, Arthur and Gio. The boxes are there, so please start organizing this space. I'm encouraging folks to go through the yellow cabinet. And really start to get rid of things you don't need. If there are items like stickers or things that you want to use for the upcoming programs, please do that. There's a giant yellow cabinet next to those boxes, so please look at that. Al, you added the item about adjusting the budget for Dia de Los Muertos. So, because you all do put a higher amount, it's a not-to-exceed amount; you don't actually have to readjust the budget. The only time that you have to put the budget agenda item on there is if it is more than the amount that you had requested. It is totally okay that you did it, because I think that this is a good learning moment, but Stefania's job is to go through the minutes and then have accurate counts of what's being taken out. So, only amend the agenda item if it is more than. The other way around is not necessary. Ray also has the liquid IVs for the water bottles, and I know that we're going to hopefully get rid of those during the final's

week, so however that needs to happen.
And then finally, I wanted to ask Kai and Mark, when you create the posters, can you send me a JPEG file of the poster? I'm trying to put your posters now on the TVs, so that they'll rotate on the TVs as well.
So, World Kindness Day and Finals Week. And Alumni panel. So, if you can send me a JPEG of those, that would be great.

Tea: if you're getting rid of stuff, like, in trash, if you can, I don't know if we have large garbage bags there, but if you want to get that from M&O maintenance folks or custodial staff. And there is a large trash bin dumpster located right next to the ASCOM shed. So, if you have large bags of things that you're dumping out, that dumpster is there for the cleanup that's happening right now.

Committee Reports:

i. COLLEGE COUNCIL REPORT (ARTHUR AND GIO C):
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(MEBA) –
viii.GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE(RAY) –
ix. TECHNOLOGY PLANNING COMMITTEE (JESS AND CRISTOPHER) –
x. INCLUSION, DIVERSITY, EQUITY, & ACTION COMMITTEE(AL) –

Al: We had Dr.Eldrige join us, we talked about some safety precautions related to the government shut down, and other sorts of safety precautions. The SNAP benefits being cut came up, also planning around that the donation that the school received recently is partly aimed at these issues. And we had a report of Disproportionally impacted students, such as Hispanic students who said they wanted to enroll at the college and did not, first generation students who were not completing their math and English requirements for transfer, as well as the Male students of color who were having a hard time transferring to a four year. At the end of the meeting we talked about how we can make those students have the same opportunities as the rest of the student population.

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.

IV. Public Comment

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V. Adjournment: Motion to adjourn: 12:36pm: Al, Ray

ASCOM President | **ASCOM Advisor**