



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

Minutes

(November 21, 2025)

12:00 p.m. – 1:30 p.m.

Order of Business

- a. Call to Order: 11:59am
- b. Roll Call:

OFFICERS	PRESENT	ABSENT
PRESIDENT ARTHUR HU	X	
VICE PRESIDENT GIOVANNI CARBONARO	X	
STUDENT TRUSTEE EMILY CARDWELL	X (LATE)	
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 (PROXY: AL)	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: Gio, Jess

d. Approval of the Minutes: Jess, Ray

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: Jess, Luca

- a. Discussion/Action to approve NTE \$400.00 from acct.#4500.04 (Event Supplies) for Finals Week Event. PRs to follow to reimburse board members and/or M CCD, Sadika's P-Card. Presentation by Event Co-leads.
Motion: Jess, Gio

Farhan: We're requesting \$400 for dogs and bagels, with bagel donations. The 400 are for yerba mate, squishy toys, and cream cheese. I requested a bit more money to be safe.

Motion: Luca, Jess

PASSES 10-0

- b. Discussion/action to discuss change on event planning forms. Presentation by Senators of Student Activities.

Motion: Jess, Ray

Ray: When we had the re-treat, we had this presentation. We changed a bit to make it smoother.

Luca: Just so all of you are aware, each event should be a minimum of 2 hours.

Ray: We didn't know that, so it's not our fault with past events.

Luca: Also, a map of all the tables has to be sent over for the event. You can find the form where all the other forms are. You can take a pic and send them over along with the forms.

Ray: Eloisa said this will help with the table set up, for the set-up crew. Along with the supply list, activities form, and the extra one will be the map in week 4, and the event budget break down. We want to change the volunteer sheet to include the information for the guy who sets up the table so we can contact each other in case the tables are not at the event already.

Emily: Is it all in the drive?

Ray: Yes, in the checklist as well.

- c. Discussion/action to decide the date of ASCOM's final meeting for the fall 2025 semester.

Presentation by: ASCOM members.

Motion: Jess, Al

Arthur: Previously, it was the week before the dead week.

Jess: Do we want to meet during the final week?

Gio: We don't want to meet during finals, as some people might have their finals on Friday.

Emily: I think that December 12th would be a good date to set the final event date. Which is also right after the final week's event, which we could do a quick debrief on the last meeting.

Arthur: So, the last meeting is on either December 5 or December 12. Can I get a raise of hands of who wants to do the final meeting December 12.

PASSES 10-0 by raise of hands

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

Motion: Jess, Al

Ray: World kindness day is next week. Please sign up on the volunteer form; we have a bit more prepping this afternoon. We also have Alex who will be giving out some stuff as well.

Kai: We'll be preparing posters board today

Gio: Sadika, Alex gave us a bunch of Narcan, what should we do about it?

Sadika: How much?

Ray: 20 to 30

Sadika: Let me double check, because people need to know how to properly administer it. Keep it in ASCOM and I'll tell you next week.

Emily: We are 3 weeks out from finals week event

Jess: We're doing good, we figured out the Amazon, Dogs, Bagel. I also have been in touch with psych services. We also will push the event so it's two hours long.

- e. Discussion/action on budget report. Presentation by: ASCOM Treasurer (Stefania Rodriguez)
Motion: Gio, Al

Stephania: Office supplies are \$2301.43, for the event supplies \$8065.84, for the department we have \$8470.00 and for the club account we have \$18090.59.

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

Officer Reports:

i. PRESIDENT REPORT:

Arthur: I will do my office hours after the meeting. We will also go to the speaker series, which will occur during my officer hours

ii. VICE PRESIDENT REPORT:

Gio: I will attend the rest of my office hours after this meeting and will be going to the

speaker series. I have been working on world kindness day.

iii. STUDENT TRUSTEE REPORT:

Emily: I attended some of my office hours after this meeting and will attend the rest after. We had a board of trustee meeting this Tuesday. We had public comments about textbook lending program, and sheriff station on campus

iv. SECRETARY REPORT:

Al: I attended office hours, and that was pretty much it.

v. TREASURER REPORT:

Stefania: I did budget presentation, and completed office hours

vi. SENATOR – TECHNOLOGY:

Jess: I have been keeping up posting with the new events; I will post a new event poster with the new hours. And for my office hours I will finish them after the meeting. And event planning is going well

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

Luca: I did the presentation, completed office hours, I have been working on world kindness day

Ray: I worked on the presentation, I attended half my office hours, and working on world kindness day

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

Kai: I attended office hours and worked with event planning.

Marc: I'm done with every poster assigned to me, completed my office hours, and I am waiting for the next volunteering opportunity.

ix. STATE STUDENT SENATE REPRESENTATIVE REPORT:

Farhan: I attended office hours and secured the bagels for finals week.

x. ESCOM REPRESENTATIVE REPORT:

xi. ASCOM ADVISORS REPORT:

Sadika: We are closed next Thursday and Friday. Check schedules with professors. World kindness day is on Wednesday next week. Be mindful of getting rid of food. This center will now be called D.D. Hall, effectively immediately. We'll start to name it that way. The center for student success will be in the new building, which will open in December first. If you do use it, please go to the first floor of the new building. Farhan, please check in for the SSCCC conference. They should be posting info starting now, so logistics are planned. I would get on that sooner than later. And Jess if you can repost the open positions, and that will be the final post for that. And we'll be making the election on December 5th. And I will be out of the office from Tuesday to Friday next week.

Tea: Thank you, folks who's been packing up. Thank you, Jess, for doing it. I want you to look it out in email for evaluations. This is an opportunity for reflection in areas of improvement and provides honest feedback to your fellow members. And it will be due at the final meeting. There is a hard deadline on the 12th. We want your own reflection, and your peers. Reach out for any questions. Also, some folks are going to mark the event today. I encourage you to attend the event for healthy masculinity.

Committee Reports: Motion: Al, Jess

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

ii. GOVERNANCE REVIEW COUNCIL(FARHAN & ENRIQUE) –

Enrique: We started the meeting; we had Holly Schaefer join us. We reviewed how committees are doing with the participatory governance system. We talked about how committees set goals based on their official charges, and if they reference the PGS plan. Some committees do that well; others barely look at it, so we want to create a plan to increase engagement. Holly recommended us using focus group-style conversations this year, instead of having, like, a broad survey just going around. Each committee will also do a self-assessment to reflect on accomplishments, processes, and alignment with the PGS plan. Then we discussed having a calendar with the meeting dates of all committees. A clear calendar will help avoid meeting conflicts, and it'll improve planning and make reporting more efficient. Wendy plans to reach out to all committee chairs and gather information regarding their meeting times. Whether they've reviewed last year's survey results, and if they've talked about improvements based on the recommendations. She'll also let them know that there will be a committee for self-assessment so that they can start preparing for it.

iii. PLANNING AND RESOUC E 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) –

Jess: It was fairly short; we got back on track for general plans to improve tech on campus, talked about delegating tasks, getting everyone something to do. But we should be back on track now.

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.*

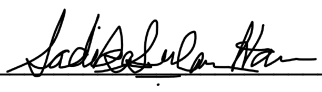
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V. Adjournment: Motion to adjourn: Al, Jess 12:27pm



ASCOM President



ASCOM Advisor