



Center for Student Success, 3rd Floor
 College of Marin-Kentfield Campus
 835 College Ave, Kentfield, CA 94904

ASCOM
MINUTES
(April 17, 2026)
12:00 p.m. – 1:30 p.m.

Order of Business

- a. Call to Order: 12:01 p.m.
- b. Roll Call:

OFFICERS	PRESENT	ABSENT
PRESIDENT ARTHUR HU	X	
VICE PRESIDENT ALVARO (AL) RODRIGUES	X	
STUDENT TRUSTEE EMILY CARDWELL	X	
SECRETARY MALISA NG APPOINTED: 1/23/26	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: Jess, Luca
- d. Approval of the Minutes: Jess, Emily
- 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 discuss ASCOM feedback on the CSS Library. Presentation by: COM Library.

Motion: Emily, Jess

Sarah: I'm Sarah, I'm one of your librarians. Dave says hi, he couldn't be here today, his sister is visiting from another state. Before we dive in, I brought library tote bags. So, we've been in the new library since January, a few months. We're going to check in and just get some feedback from students, ASCOM, and then all students about what you're thinking about the library. We have a few specific things that we're curious about, and we kind of want maybe some guidance from you all about what you think would be kind of the best thing, get some feedback, so I'm happy to kind of raise some questions today. You all can invite us back if you want to think and discuss and then share some feedback. We were also

thinking about just offering a short QR code survey for students, at some point this spring semester, to get some feedback and make any changes, maybe for next school year. But kind of the specific things that we're curious about, it was news to us that the college was going to the Four Stream program for trash and recycling. That's what led us to adopt the no food in the library policy, so we want to hear how's that going for students? I think, you know, we want to be respectful of that, of the four stream and our custodians, but we also know students need to eat. So, we're kind of curious what you think about that. We're also very curious about the noise level in the library. Is it too noisy? Is it too loud? Is it just right? So that's one thing that we're thinking about. We do know that as you get further into the library, it does get quieter. And then the other big thing are the study rooms and that policy. So, there are 6 study rooms throughout the building. The library handles the scheduling system, and so the way it currently works is that students can reserve their rooms up to 1 week in advance, for a maximum of 2 hours a day and 4 hours per week. The policy is for groups of two or more. We noticed that a lot of students are kind of using them, you know, just with one person, maybe for Zoom meetings, so if y'all think you prefer them to be for groups, or for individuals, and kind of the time limits and all that, we'd like some feedback on that. And then, you know, I'm sure there are plenty of other things that people will want to provide some feedback on. Actually, I have this draft. So, these are some of the questions we were... this is a very early draft. This is kind of what we thought might go on a QR code survey, if you like that idea. We know there are a lot of other things that folks might want to weigh in on, but we didn't want the survey too long, so we did add an email if there's other things people want to weigh in on.

Emily: I feel like the no food policy, I completely understand where it comes from and why it's in place. The only issue I've seen with it is that people just do it anyways, and so you end up with some crumbs on the table, and it's kind of just that the people are frustrated because they *are* trying to follow the rules.

Kai: I have no issue. There's a bunch of tables right next to the library where I can eat. I've had no issue with it.

Sarah: That's helpful feedback. Maybe talk about it as a group. I think that there are major changes that we want to make. If you share it with us, we can pass it along to administration. I think it's also very helpful for the administration to hear directly from you all about entities that you want to change. It's your library! I'm happy to take any other feedback, maybe, or help with any questions about any of this.

Emily: The survey is great. Do you guys want an extra question, like "anything else to add" type of thing, at the end?

Sarah: It could be an open box, comment box.

Ray: So, this is what's going to be sent out to the college students? You don't necessarily want our response right now?

Sarah: Since I'm just sort of springing this on you, and you haven't had really time to kind of think about it all, you can invite us to come back. Or if you all wanted to write something up and share it with us, but we were thinking at some point between, like, before exams, when people are too busy, we would either email out this survey, or have it directly in the library, so students can scan it.

Ray: I like the library. It's so quick in and out. I think it's amazing.

Emily: I love the study rooms, my friends utilize it.

Kai: I had one of the best naps in my life in one of the chairs. It's a great environment where I can go and feel focused and ready to get stuff done. I appreciate the new building.

Arthur: I noticed you're asking if the study rooms are for individual... are there lots of single people scheduling, so they run out?

Sarah: That's a good question. So, there's not really a way on the scheduling form for people to kind of ensure that it's for groups, so theoretically, I guess I shouldn't be saying this, but theoretically, somebody's going to book it and use it for themselves. Just kind of looking at the system, it seems like most people are not really reserving in advance. They're kind of... I think it's good that there are enough groups throughout the building that people usually just go and get a study room whenever they want one. Definitely noticing a lot of single users going in. So far, we haven't had too many complaints. I think there have been some instances where a group may be one in a room, but an individual person is in there. So, the way we've been handling it is that, you know, if anybody needs a room and they feel like that policy is not being followed, just go ask the librarian to help out. I think usually there's been some other rooms available. We had the rooms in the old building, it was before COVID, and people weren't really doing stuff on Zoom, and now things are different, so you might have a class on Zoom, or meeting with your professor, so if you feel like it would be really helpful to have the rooms for individuals, you could let us know.

Kai: I was in a situation where one of my classes moved to Zoom. I wanted a study room, but I knew it was only for groups.

Ray: This is a separate topic, but often when I go on to my email, obviously my Outlook through the COM portal, more than at least 60% of the time, I open up and it's, like, someone else's email, and I feel like I'm just invading privacy, and I know it's not in your control, necessarily, but maybe, like, a sign, which is separate, maybe a sign just, like, don't forget to log out, because I don't like it, and, like, you never know what someone else could potentially do with that kind of information.

Sarah: I can absolutely pass that on to IT. I'll share this, a little bit silly, but that's happened to me, and I didn't realize I was logged into Professor Dave King's email, so I sent an email from his email. It does happen, and so I think some signage would be good.

Ray: I'm a neat freak with my email, so I just delete all the spam kind of emails and then I'm like, oh my gosh, it's not even my account, and I'm like, you know?

Al: I just wanted to add... So, in regards to the library, I had two tests this week, and I really appreciate how quiet it is the further you go, so I was, you know, I often work in the math lab, or in the ASCOM room, but nowhere on campus I can work without having to put my headphones on, except the library. I really appreciate not having to put my headphones on while working, so that's been working really well, and I think we should keep that up, and it's not even, like... you guys didn't even put a sign saying, hey, be quiet, it's like, people just commonly acknowledge that as a quiet place, I feel like, so that's been really good. And then, another thing, this is very minor, maybe feel free to ignore if you want, but I noticed that the ESL books are positioned all the way at the back of the library. And, if I'm thinking from the position of an ESL student, I would maybe want the books to be more visible. I feel like maybe they're a little hidden in the back. And, you know, often ESL students, me having been one, maybe I would just have an easier time finding the book I need to, since, you know, I would know less English and stuff, but that's just very minor, and I don't know if that really is relevant that much, but that's just something I observed. But otherwise, the library is pretty good, and also the rooms. I noticed that the rule has been that you can only get in a room if you have two people, but I've noticed a lot of one person per room kind of thing. I don't know if that was what you guys wanted, but that's been happening a lot. But whenever I reserve a room, it's pretty easy to kick them out, so that's been okay, too.

Jess: I noticed, Eloisa, you were talking about the extra space up here, that's not big enough to be a study room. You said that you can only have one person at a time. Would it be possible to have that as a dedicated solo study space?

Eloisa: I mean, you could propose it. I think it's more of a counseling space, since it's too small to be an actual office. It's noncompliant to be more than one person at a time. I think they're asking everybody in the CSS for feedback. You guys could always see if that is potentially an option. Now, I was going to recommend, if it's an issue that people are signing up for only one person, you could make one room solo person. I guess the solo people can compete against each other.

Jess: And then also, another thing I think would be nice is the ability to reserve a room on a recurring schedule. For example, same room, same time, every week, bi-weekly, because I know a lot of study groups usually meet regularly, and it's nice to be able to have that consistency.

Sarah: Thank you for that feedback. I love that you're getting a good quiet place to study, and I also really appreciate the feedback about the ESL section. We were kind of not quite sure where we wanted to put it. What often happens is when the ESL classes will usually come over for their first visit, where they all will get library cards, we ended up choosing that because it was kind of a space where the whole class could kind of wander around. But now that we're in this space, I know that's also kind of the quietest area of the library. So, we could also talk about you know, should those go on the third floor? We thought that was a little too far away from, you know, the main library. I think, also, we were trying to kind of see how it's working with our ESL instructors and get some feedback from them, too, so that we're actually prepared for those teachers and those students. Another part of it is that we want some better shelving, so the baskets look a little sloppy, because it's just a little baskets with the books. But definitely appreciate that feedback. And thanks also for the additional feedback about the study rooms. Some of it's... So, with the system, there's certain things that we can do and can't do with them, so I'll look into, let's say, recurring scheduling. I think it is kind of hard to... There's no way to kind of confirm that it's a group versus an individual user, but maybe just putting some more signage around this room is just for individuals.

Jess: Maybe when someone's reserving a room, they say how many people they're expecting, and if they say it's just me studying, it only shows up as the individual study room to reserve.

Ray: You could also... I would say more than one room for meetings. I know you've said one group for meetings, but I know some of my friends, they also have said that it's been helpful to do their interviews 1-on-1 like that.

- b. Discussion/announcement on ASCOM 26-27 election results. Presentation by: Sadika Sulaiman Hara, ASCOM Co-Advisor

Motion: Jess, Emily

Sadika: Hi, everyone! I'm super excited to share that we do have some folks that have been elected to the board for next year. We do also have open seats, so we're hoping we're going to be able to recruit for that, but I want to congratulate Vlad as our incoming President, and then Marc as our incoming Vice President. Malisa, as our incoming Secretary. We do not have a treasurer yet. I also want to congratulate Yanis, he will be our incoming Senator of Tech, and then also, we will have Jess, who will be our inaugural Senator of Environmental Action, so that's super exciting. We've got a board that is moving along. My hope is that everyone will reach out to current folks in the position and schedule meetings with current

board members, so they can learn their responsibilities. So, if you get an email, please respond. And then, I will be working with Jess to start posting information about open positions, but we're going to wait a little bit on that. Arthur will be announcing our new board at Kudos Corner. I will be sending out a message to the campus next week. I just wanted to make sure that we had some time for people to accept their candidacy or their positions. And then I know there was a switch with the constitution, so we're going based off of the switch, and that means that the proposed constitution was adopted, so that will be updated on the website as well. But can we just give a round of applause for all of our folks, and then for the folks who were not selected, I want to just commend everybody for putting all such great time and effort into this, and I hope that folks that were not selected will apply for open positions. So, just round of applause to everybody who was a part of this election process.

Jess: Could you remind me what the other positions are?

Sadika: Yes, so we have a Treasurer position open, we have both Senators of PR and Marketing, and both Senators of Activities and Services, and then we also have the SSCCC position open. So, we have 6 positions open.

Emily: Who was going to be the Student Trustee?

Sadika: Henry, and he has your email, he'll be reaching out. He and I just emailed today, and he's figuring out schedules for the summer to figure out about attending the trustee workshops.

- c. Discussion/update on ASCOM Board Transition Binder status. Presentation by: Arthur Hu, ASCOM President.

Motion: Ray, Jess

Arthur: We should all be working on our transition binders. The evaluations are out. Both of those should be in if you want to get your stipend.

- d. Discussion/updates on upcoming programs. Presentation by: All board members.

Motion: Jess, Ray

Emily: Spring Crafts is on Wednesday. We're all set up.

Jess: Eloisa, you got the supplies?

Eloisa: They should be delivered by Monday.

Ray: Do you guys want tents?

Emily: I don't think so. I like the sun, but I'm easily convinced. I sent out the volunteer signup sheet, please volunteer and sign up. I have to go to a conference on Wednesday, so I should probably get there by 1.

Ray: And then, Finals Prep?

Farhan: We are meeting after this. We got going last week with the brainstorming. We are keeping up with that.

Ray: Do you want tents?

Farhan: We haven't thought that far. We'll let you know

Ray: Just because the tents are there. It's a hassle to get them, so we can leave them if you want them.

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

Motion: Jess, Ray

Stefania: For the office supplies, we have a total of \$2,261. For the event account, we have \$5,526.43. For the department account, we have a total of \$11,170, and for the club account, we have a total of \$12,001.

II. Standing Business (Actions May NOT Be Taken)

Motion: Ray, Jess

Officer Reports:

i. PRESIDENT REPORT:

Arthur: I will do my office hours after this meeting. I'm waiting for the Cal letter.

ii. VICE PRESIDENT REPORT:

Al: This week, I attended the event we had, which was pretty fun, we handed pizzas out. I couldn't stay for the whole event, as I had two midterms this week, but from what I've heard, we had a really good turnout. I'm hosting an ICC meeting after the meeting today at 2 p.m. I couldn't make it today because some family matter came up, so I had to be over Zoom, but I'll be there as soon as I can. And I'm also proxying for Marc.

iii. STUDENT TRUSTEE REPORT:

Emily: I met with Dr. Eldridge this week to discuss the upcoming Board of Trustee meeting on Tuesday. I helped out with the Clothesline Project. That was cool to see everyone come together. There was a lot of curiosity. We practiced how to talk about what can be a sensitive topic. And I will finish the rest of my office hours after this meeting.

iv. SECRETARY REPORT:

Malisa: I helped at the Clothesline Project event, so I did half of my office hours then, and I will do the rest after this meeting. I'll also be at the ICC meeting.

v. TREASURER REPORT:

Stefania. I completed the budget report. I will finish my office hours after this meeting.

vi. SENATOR – TECHNOLOGY:

Jess: I completed most of my office hours. I've got 30 minutes left after this meeting. I helped volunteer to setup the Clothesline Project. Other than that, I'm almost done with my transition binder.

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

Luca: I attended most of my office hours, and I will finish them after this meeting. We are working on our transition binder.

Ray: I attended Clothesline Project. I did most my office hours, more after this. I did clean the room, and we've been working on transition binders and the post debrief. We'll be meeting with all the events.

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

Kai: I attended the Clothesline Project event. I decorated some shirts. Marc and I finished our transition binder. I am working today to finish the finals event poster.

Marc: I attended the Clothesline Project, I did all my office hours, and I am excited to be Vice President.

ix. STATE STUDENT SENATE REPRESENTATIVE REPORT:

Farhan: I did my office hours, stopped by the event, working on the transition binder and the finals week event.

x. ESCOM REPRESENTATIVE REPORT: xi. ASCOM ADVISORS REPORT:

Sadika: Hi, folks! Tea had to sign off because she's not feeling well, so just a real quick thing, there is a bug going around, and it's like a 24-hour bug that gives you nausea and headaches, so... just putting it out there. She's the fourth person, including myself, who has it, so just letting you all know. Besides that, congratulations on the Clothesline Project, great job. I'm so glad we had folks that participated in it, and that we can keep our partnership going with the organization. Thank you to Ray for cleaning the room. I'd love it if Ray was not the only one who was doing that, or that we had a select few. Please look around the room when you come in. And just throw things away, put them in their places, clean the wagons. If you open a box, all you have to do is break down the box, put it near the recycling, compost, and trash bin, so please be mindful of that. Wanna definitely give a big congratulations again to the new board, looking forward to meeting and working with new folks, and certainly, I'm going to be sad to say farewell to a lot of you. Both Tea and I want to say good luck today. We know that decisions for Berkeley and some of the other UCs are coming out. Know that you are amazing, no matter what that decision is, and if you need support or want to talk or just process, know that we're here. So, we're here for your wins, and also here to support you when there might be tough moments. The scholarships have closed, so Stefania, you should be in the process of working with our committee to make the selection for the financial awards. We do need those decisions by the 21st, so that Arthur can add that to the slide deck, and we can get headshots of the folks that are recipients of those financial awards. And then finally, remember, Kudos Corner is happening on the 27th. In-person viewing will be in CSS200 with the president-superintendent of the college, and then Arthur and Tea will be on Zoom facilitating the ASCOM portion of it. And I'll be talking to Arthur a little later, just to make sure that we are almost completely prepared at this point, since we are about a week away. All right, y'all, good luck. And let me know if you need anything, or let Tea know if you need anything.

Committee Reports:

- i. COLLEGE COUNCIL REPORT (JESS) – We talked about how we want to handle community reflections. Pooling together their thoughts and send in a letter by the 14th. Connecting with ASCOM to figure out who is on what committee. We talked about overhauling the participatory governance plans. Discussed making it more equitable for people to join and standardizing onboarding. There's also talk of some new housing development in Redlands, San Anselmo. They're talking about doing student housing there, and using basic needs funds to supplement the rent for about fifty students. We are planning for the next meeting, that is going to be a five hour meeting.
- 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 –
- viii. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE (RAY) –

- ix. TECHNOLOGY PLANNING COMMITTEE (JESS) – Unfortunately, I had to leave halfway through. We were discussing the committee reflections that are coming in, and talking about how we want to submit that. We’re currently working with a live doc to pull everyone’s thoughts and concise things to send in.
- x. INCLUSION, DIVERSITY, EQUITY, & ACTION COMMITTEE (STEFANIA) – What they were talking about was how to manage the process for people who might want to join the committees. Such as, how to make joining easier and clearer for new members, and also ways the committee can be more impactful. They need to recenter their equity focus and focus on anti-racist core values, making sure everyone understands what equity means, and why it matters.
- 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: I just wanted to comment on something that me and Malisa both noticed during the Clothesline Project. And that is that students oftentimes associate ASCOM events with celebration and fun. Like, you were there with that student that would come up to the pizza stand and ask, what are we celebrating today? So, like, just an observation. I'm wondering if in the future, there's things we can do differently to emphasize that these events are more serious and to raise awareness.

IV. 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)*

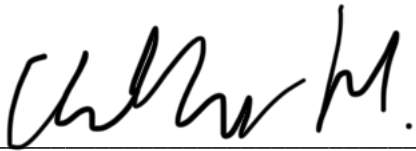
Eloisa: I think for posters, I think it was last events posters, I saw some that they repaired, but it was both English, and then Spanish was separate. Let's try to spread it, if we're going to put two posters side to side, so have them be, like, one of each language, because it feels a little redundant to have the same poster in the same location. Just keep an eye out. If you guys are pairing up to put them up, maybe get two and two of each, so you can have them be together. You can just separate them all if you want to, but just... it didn't make sense visually to add the same poster in the same location next to each other. And then just a heads up, I'm emailing all the clubs about them those last meetings on the 15th, so you guys may see an uptick of fund requests, so just be prepared for that.

Vlad: I just wanted to let the board know, I'll be posting this on the agenda next week. So as I was campaigning, I heard multiple students and professors, being disappointed with the fact that we used to have something where when students could not take their exam on time, they were able to go and retake it at SAS. Apparently, since the new director came in, or whatever the case, it's not available, and I had one student texting, and I heard it from another student. It's become an issue because if they miss their exam, for whatever reason, now the professor has to find a place for them to take the exam, and the professor has to find time for them to retake the exam. So, I just wanted to put on the agenda to see why it was removed, and maybe get an explanation, and to see if it's even a possibility.


Sadika: Thank you. Yeah, this is a conversation that has definitely come up, and I'd like to speak on it, because it's an institutional decision, so I don't know how many folks are aware, and I'd shared this with Arthur, I was actually the former interim director of student accessibility services, and in that role, I learned that the testing center was originally created for student accessibility services because it is outlined as a space where folks get accommodations for multiple reasons, one of them being reduced distraction environment, and that testing center was created for that purpose. At some point, it had transitioned, and then opened up and became more loose to having regular students who were missing their tests utilized the testing center. And so we are moving back to the goal within the lens of equity to really create that space for students who are getting accommodations with Student Accessibility Services. The amount of testing that is done in there is quite large, and a lot of people don't actually know that, so the time and capacity for staffing has to be taken into consideration as well. But going back to the heart of it, it really is to make sure that we are meeting the needs and centering our students with disabilities to be able to utilize that space and not tax the space at the expense of their needs. So, that is why we're moving back to it, to the original purpose of having it for student accessibility services and students who are affiliated with it, because that was the original purpose that it was ever created, and a position was hired for it. I know that this is a pain point, I know this is a challenge for faculty, and I would say students, but really for faculty, because of the onus that's actually put on the faculty to do the proctoring of the test. And at most institutions across the nation, faculty are

proctoring the test that students miss, not the Student Accessibility Services or Disability Resource Center. So, this is not something that is out of line with practices in higher education. It's just an adjustment that our folks have to make. So that is why we are back to the original purpose of the space.

V. Adjournment: Jess, Emily 12:46 p.m.



ASCOM President



ASCOM Advisor