



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

ASCOM
AGENDA
(May 1, 2026)
12:00 p.m. – 1:30 p.m.

Order of Business

- a. Call to Order: 12:00 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	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: Emily, Luca
- 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: Ray, Luca

- a. Discussion/action to approve NTE \$2,200 from acct.#7200.02 (departments) for “English 120 for Multilingual Writers” to have a field trip to Eureka for “Personas Journal Launch.” PRs and FOAP to follow. Presentation by English 120 class.

Motion: Ray, Jess

Liz: I am here to just talk about the budget, but my students will talk about why we need the money and where we’re going.

Maria: We were selected to go to the event in Eureka for the Personas Journal Launch. This will be on May 16th, but we want to travel on Friday on the 15th. We want to spend 2 nights there and come back on Sunday.

Helena: Our class is really small. 6 students only. We are trying to bring them all. We wanted to bring them all so we can have a good experience and all together. It would be nice to have us all together.

Emily: You have the budget attached to the agenda?

Liz: Yeah, can I jump in on that part? Yeah, thank you, first of all, for hosting us. This is so great to see all of you. So, I teach this class, and these are my students. We went last year, but we haven't been able to find funding like we did last year... and I also wasn't sure if you follow the mileage, so when I did put the budget together, I said... like, I don't know how you guys calculate the budget, but I tried to just make it as low as I possibly could, just to ensure that we could actually go. How does this work? Would you like me to walk you through exactly what I put there, and why we would need it?

Emily: We can see that you put a lot of work into it and have everything laid out super clearly. This would more be a time if anyone had a question, in particular, surrounding the budget. Me personally, I don't have any questions.

Arthur: Thanks for being so detailed in your budget.

Liz: I think there was one question that I had... I didn't put in the mileage, so that would have been more like if I did put in the mileage, and I wasn't sure if you calculate, as we do with faculty, like, 70 cents per mile, I just put \$100 for gas and \$50 for my little EV.

Sadika: We do calculate the same as the district, so we do not reimburse for gas, but do reimburse for mileage.

Liz: So, that would bump up, instead of, like, \$100, it would be \$361.20. And then same, instead of \$50, it would be \$361.20, so that would be adding another \$575 to that total? I don't know if that's within the budget. So, I wasn't sure how that worked. And same with the food. I went light on the food. We're just trying to figure out how we can get there. It's also graduation weekend, and so in Eureka, the hotel rooms are even more expensive, so I was hoping we could just drive 20, maybe 30 minutes to Fortuna where the rooms are \$259 a night instead of... \$390 a night? And if we can take one or two more people, we would certainly need another room. I think I've been told I can't share a room. And so, if there was a room for the two students who will be presenting, and then a third or fourth student that would like to join to be in the audience and to support, we would need another room, and I did include that additional room. You can see there's 2 students or 3 students. So, that's how I calculated that. So, it would be a little bit more if I have to follow the district policy.

Arthur: Did you want to amend the budget? Because you mentioned that there would be more. What do you want to amend it to?

Liz: I think I came up closer to \$3,000.

Jess: What account is this coming out of?

Emily: Departments.

Jess: Okay, and how much is in there right now?

Stefania: 11,000.

Jess: Okay, that's good. So, we definitely have the cash to do it.

Motion to Amend to \$3,000: Emily, Jess

Motion to Vote on Amendment: Jess, Luca

10-0-0 PASSES

Motion to Vote: Emily, Jess

10-0-0 PASSES

- b. Discussion/action to approve NTE \$380 from acct.#7200 (Intrafund Club) to acct.#9575-05 (has \$100) to have "Music Club" purchase food for club meetings. PRs to follow.
Presentation by club members.
Motion: Jess, Ray
Motion to Table: Jess, Ray

- c. Discussion/action to approve NTE \$380 from acct.#7200 (Intrafund Club) to acct#9576-53 to have “Games Club” purchase a VR headset. PRs to follow. Presentation by club members.

Motion: Ray, Jess

Aether: So, we're looking to, next semester, but we want to basically get out again, because it's going to take a bit of time, I'd say, but we're looking forward to working with the biology department. They have a student who wants to make some kind of interactive display for their project next semester, and so we want to make sure we have a headset so we can get all the technology figured out. And then, so, next semester, we can start to kind of looking at that.

Emily: Where would the VR headset stay?

Aether: The VR headset... I go between the campuses, so, I mean, if they needed it, I'd bring it here. Otherwise, it'd be staying at the other campus.

Emily: Sounds like a cool idea.

Motion to Vote: Jess, Luca

10-0-0 PASSES

- d. Discussion/action to approve NTE \$1,200 from acct.#4500.04 (Event Supplies) to purchase food and drinks for the Finals Prep Event. Reimburse Sadika's/ASCOM P-Card.

Presentation by event co-leads.

Motion: Jess, Ray

Arthur: That's the budget. It's just for our last event of the year.

Emily: Do we have any squishies left?

Ray: The squishies didn't go crazy. Not a lot of people took them, so I don't know if it's worth it.

Jess: Out of curiosity, why are there two different yerbs?

Farhan: It's just different flavors. We could get another two cases of something else.

Al: Maybe one more flavor of yerba.

Emily: However much the squishies would cost.

Jess: I think the squishies are noticeably cheaper than the yerbs.

Kai: Another idea are these little pop-it keychains. Or, I know at the Centennial Event, they were giving away star-shaped stress balls.

Farhan: Stefania, how much do we have left?

Stefania: \$5,526. So, I will encourage you to buy food.

Farhan: Yeah, we can even get more wraps.

Ray: I think if you guys have already got an idea, I wouldn't change it too much. I would keep it to just add wraps. You've already got other stuff to deal with.

Al: There's one wrap that's good. It was burrito style. MESA did that, and it was a huge success. Maybe try finding that one.

Arthur: Are we fine with raising the budget a bit, and if you guys have ideas, just email it to us?

Emily: Yeah, what would you want to amend it to?

Stefania: I think you will need a little bit more than \$1500 if you're going to order food.

Motion to Amend to \$3000: Jess, Luca

Motion to Vote on Amendment: Luca, Jess

10-0-0 PASSES

Motion to Vote: Jess, Ray

10-0-0 PASSES

- e. Discussion/announcement of ASCOM final meeting on May 8th. Presentation by: Arthur Hu.

Motion: Jess, Ray

Arthur: So, this is just to make it so the next meeting is our final meeting, to not have a meeting during quiet week.

Motion to Vote: Emily, Jess

10-0-0 PASSES

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

Motion: Jess, Luca

Arthur: It's just Finals Prep.

Emily: Can I get a reminder of the date of the event, please?

Arthur: The 13th.

Ray: Also, another thing about the upcoming events is don't forget the post-debrief for the Spring Crafts. I assume you already probably know, but just a reminder. And how would the finals debrief work?

Jess: You guys get off the hook, then.

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

Motion: Emily, Ray

Stefania: For the office supplies account, we have \$2,261.06. For the event supplies, we have a total of \$2,526.43. For the department account, we have a total of \$8,170, and for the club account, we have a total of \$5,421.59.

II. Standing Business (Actions May NOT Be Taken)

Motion: Jess, Al

Officer Reports:

- i. PRESIDENT REPORT:

Arthur: Me and Alvaro did the Kudos Corner on Monday. Other than that, I'll be finishing my office hours after this meeting.

- ii. VICE PRESIDENT REPORT:

Al: I did my weekly meeting with Tea this week. I did Kudos Corner with Arthur as well, which went pretty well. I continued to plan the movie night, which will be happening next week at 7 p.m., for those of you who don't know the date yet. I think I turned in my evaluations, I got to double check, and then I am going to turn in my Kudos Corner, both due today. And I'll finish my office hours.

- iii. STUDENT TRUSTEE REPORT:

Emily: I attended Kudos Corner until I had my lecture. Great job, you guys. I have spent a lot of time in this office this week, so that's been a good time. I will still do more office hours after this meeting to finish off my peer reviews and talk to my successor, Henry, who's going to be next year's student trustee.

iv. SECRETARY REPORT:

Malisa: I did half my office hours on Wednesday. I just turned in my transition binder and evaluations. I'm going to finish my office hours after this meeting, and work on the Finals Prep event.

v. TREASURER REPORT:

Stefania: I worked on the budget report, and I finished my office hours on Tuesday.

vi. SENATOR – TECHNOLOGY:

Jess: I finished most of my office hours and I will be completing the last of them after this meeting. I turned in my transition binder and peer evals. I made a poster for the upcoming summer special election to appoint the remaining 5 positions.

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

Luca: I did most of my office hours. I'll finish them after the meeting. Ray and I turned in our transition binder earlier this week, and I am currently working on peer evaluations.

Ray: I did most of my office hours, I'll finish the rest after this. I attended the Kudos Corner, which was fun. We turned in our transition binder. We'll be cleaning up a little bit after this, and meeting with the Finals Week people.

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

Kai: I'm completing the last 30 minutes of my office hours after the meeting. I hope to put up the small posters for Finals Week.

Marc: I completed my office hours. I am working on the peer reviews. I'll put up the big posters after this meeting. I'll complete the rest of my office hours.

ix. STATE STUDENT SENATE REPRESENTATIVE REPORT:

Farhan: I did my office hours, and I stopped by Kudos Corner to see Arthur and Al's speeches. Going to continue to work on the finals week event.

x. ESCOM REPRESENTATIVE REPORT:

xi. ASCOM ADVISORS REPORT:

Tea: Hey everyone, just another reminder that the self and peer evaluations and transition binders are due today. We've been receiving them and looking forward to reviewing that. I will be reviewing the responses with Sadika, and then, beginning that process on Monday. So, the hope is that you'll be receiving your report by the end of the week, which will include the feedback and evaluation from your peers. So, stay tuned for that. And yeah, just congratulations on all your work so far. I know it's a really busy time, so, let me know what you need, and continue to lean on your support system.

Sadika: Hi, folks! Big congrats to the team around Kudos Corner, that went very well. Our hope is to have printed certificates for the folks who were recognized. Donald is working on that, so we will get that out to faculty and staff and students once that is finished. With the semester wrapping up, I'd like everyone after this meeting to take a minute and go in that refrigerator and see what might need to be thrown away, because there are some boxes in there. I don't know from when or what's in them. So, everybody, please do that before you leave. We do want to tidy up the room. I don't know if Ray, that was what you were referring to, but you are welcome to use it through finals week, and use it as a study space, and maybe that's something that we open it up to other students to do, is open the doors and have people study in it. That's just a thought, because it's a quiet space. So, just a thought out there. And then, for the last meeting. Al, if you can just send out that message to clubs to let them know

next week will be the final week for them to request money. That would be great. Eloisa, if you can update, then next week is the final meeting, so that our departments and staff and faculty know, that would be helpful as well. And then we will be putting out a poster, thank you, Jess, for our open positions that need appointment. And then we'll be meeting with the new incoming board in June to appoint those positions. Great job, y'all. We're almost there, so finish strong, and let us know what you need.

Committee Reports:

- i. COLLEGE COUNCIL REPORT (ARTHUR):
- 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 –
- 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.

Ray: A little heads up, I wrote a little to-do list. Luca and I are going to be tackling some of those today, which would be great, but would really appreciate some help on that. And then, the clothing line project, we ended up putting all the clothes into a box, because they'll end up coming and collecting it and taking it back to where they are located. So, the box is over there, and then I did write over there in case they come when Luca and I are not here, if they come asking for it, or maybe they'll email, not really sure, maybe Sadika knows more on that, then they'll come collect that box and take all the shirts with them.

Al: This is important, so everyone listen for one second. We've got to decide what movie we're going to watch.

Jess: I just want to say, you guys have been a wonderful board.

Emily: Next meeting. One more.

IV. Public Comment

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Eloisa: Just a reminder that Games Club is going to use the space Monday and Tuesday. Reminder that they're going to use it Monday and Tuesday, 11:30 to 1:30, so please have it be clean by then. You guys are welcome to attend the event, obviously, but if you need a quiet study space, we have our rooms here, or you guys can use the library or whatever it may be.

Arthur: It's a Star Wars event.

V. **Adjournment:** Jess, Ray 12:29 p.m.



ASCOM President



ASCOM Advisor