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

ASCOM MEETING
MINUTES
(October 30, 2026)
12:30 p.m. – 2:00 p.m.

Order of Business

a. Call to Order: 12:31 p.m.
b. Roll Call:

OFFICERS	PRESENT	ABSENT
PRESIDENT **VLADISLAV VERBITSCHI**	X	
VICE PRESIDENT **SIRAWIT (MARC) CHANSATEIN**	X	
STUDENT TRUSTEE **HENRY GORAY**	X	
SECRETARY **MALISA NG**	X	
TREASURER **YANIS LOUAHDI**	X	
SENATOR – TECHNOLOGY **AMAANI CASSIM**	X	
SENATOR – ENVIRONMENTAL ACTION **JESSICA SCHIFFMAN**	X	
SENATOR – STUDENT ACTIVITIES & SERVICES **ANTHONY MENA**	X	
SENATOR – STUDENT ACTIVITIES & SERVICES **JAFF FEDE**	X	
SENATOR – PUBLIC RELATIONS & MARKETING **BRIANA GONZALEZ**	X	

SENATOR – PUBLIC RELATIONS & MARKETING **EMILIA ALIOTO** **(Proxy: AMAANI)**	**X**	
STATE STUDENT SENATE REP. **ISABELLA QUESADA** **(Proxy: ANTHONY)**	**X**	
ESCOM REPRESENTATIVE	N/A	

ASCOM ADVISORS: SADIKA SULAIMAN HARA AND TEA PERALES

AUXILIARY MEMBERS: Sabrina Wallace, Dean Cotten

MEMBERS OF THE GENERAL PUBLIC:

c. Adoption of the Agenda: Briana, Jess
d. Approval of the Minutes: Anthony Briana

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: Anthony, Jaff

a. Discussion/action to approve NTE $15 from acct.#4500.04 (Event Supplies) to purchase supplies for Midterm Movement. Reimburse ASCOM/Sadika's P-Card. Presentation by Eloisa Costa.
Motion: Briana, Anthony
Eloisa: I got the P-Card statement back, we're over by $5, but I'm just doing $15 in case any other transactions come up. That's just to make up for the difference, because the amount that we covered was increased by 5 bucks.
Motion to Vote: Briana, Henry
11-0-0 PASSES

b. Discussion/action to approve NTE $100 from acct.#7200 (Intrafund Club) to acct.#9575.92 (Philosophy Club) to fund club events. Presentation by Eloisa Costa.
Motion: Henry, Anthony

Eloisa: Philosophy Club came two weeks ago to request seed money, and while they weren't renewing, they were starting a new club together because they hadn't been renewed in 2 years. Mary Lou and fiscal said that their club account never became inactive, so we can't give them funds as seed money, but we can fund their club to host events. So, this is in a way, instead of giving them seed money, they can still have money to start off their club.
Motion to Vote: Anthony, Briana
11-0-0 PASSES

c. Discussion/review 5-week plan for ASCOM events. Presentation by ASCOM President, Vlad Verbitschi.
Motion: Henry, Jaff
Vlad: I just wanted us all to go over and be reminded of the 5-week plan, and make sure that when we have events, we're meeting our deadlines, and we're doing the things we're supposed to do. It's very important, whoever's co-leading the event, they have to meet once a week with the student activity senators, Jaff and Anthony. And it can't be over the phone and text. I spoke with Sadika about this, and the meeting should be happening in person, and I think that's a good idea, because things just work out better in person, and things get planned out better. So just try to find an hour a week to do that. And yeah, I'll let Jaff and Anthony take over but just pay attention to the deadlines for week 5, 4, 3, 2, 1, and make sure that the vendor's being contacted on time, the forms are being filled out on time, and yeah, thank you. Just so we're ready for the spring semester.
Anthony: This isn't really a presentation style thing. This is the event checklist doc. Before you're starting any event, this is the doc we're going to give you guys now, and me and Jaff discussed something about planning meet people.
Jaff: We're thinking about meeting people once every week, either before the meeting on Fridays or after the meetings. I feel like everyone's around that time.
Anthony: Yeah, just something quick, if you're planning an event or running an event, meeting 5 to 10 minutes, and we're going to be checking up with you guys a lot more, just to make sure we stay on this. Obviously, we got everything done, but we just want to stick to this, because it is the plan. Before any event, make sure that you have this. If you know you're running an event, and you don't have this, something's wrong. But that's pretty much it.
Vlad: Can we scroll over, like, start at week 5?
Anthony: I'll do this one. Week 5 is going to be your brainstorming week. This is pretty much just getting your ideas down on paper, knowing what you want for the event, and starting to plan out so you're ready for week 4. And for week 4, it's going to be a lot of the forms. It's going to be 3 forms you're going to have to submit. The student activities forms, the map layout event, and I think you can scroll down, it's the budget one, too. It's the budget breakdown form.
Vlad: I do have a question. We're on week 4 right now. So, week 4, the forms have to be submitted before the Tuesday of week 3, right?
Anthony: Yes. In week 3, it's really important that Malisa's able to get down the request for the money, so we're able to approve that 3 weeks out. But that's pretty much it. If you go down there, there's a couple more forms. We have a budget breakdown after, and you can work closely with Yanis and us if we need help on that, but always simple. The last form we're going to send out is the volunteer one; we all know that one. We've been sending that one out. I think we did good on that one. Everybody signs up, and everybody comes to the events.
Vlad: And one thing I also want to mention. For week 3, it says, "Before events, meet with Senators of PR and Marketing." Let's try to, for people who are co-leading the events, schedule a meeting in person with the Senators of PR and Marketing and discuss that, rather than just over text. I think that would be good practice. I know we're all busy, so

could be after on Friday, but let's try to coordinate when we could do that. And then week 2, volunteer sheets, COM Hour, meet with the Senator of Technology. Also, another one, we should be meeting with the Senator of Technology in person. So, as you can see, almost every week, there's someone we should meet with, so let's make sure we're meeting with those people in person. And week 1, before event, prepare supplies, set up any supplies.

Anthony: And again, every week, we'll meet Fridays, and what me and Jaff said was, as we go by the weeks, we'll just make sure everything got done that week, and we'll cover what you guys need to do for the next week, so everybody's ready. So, after Friday, like, today.

Vlad: Yeah, and I mean, I'm going to ask Sadika about this, I guess right now, but Sadika, what week should the vendors be contacted? It might be on there, but I might not have seen it.

Sadika: That really needs to be as soon as possible. And the reason for that is because if Eloisa needs to put in any contracts, or because, as you all know, for any vendors, we need W-9s, and we need agreements for services. So, as soon as you know you're going to use a vendor, that information should be getting to Eloisa. And that doesn't mean telling us, oh, this is who it is. The quote should already be included, the contact information should already be included, there should have already been an introduction from the vendor to Eloisa, unless you are the point of contact. But invoices are really critical so that we can get them paid on time. A good thing would be, if you do the first brainstorming session, you contact the vendor; the week after that, at the latest, you really should be getting that information to Eloisa. I would say give it a 3-week head start for paperwork to be processed, and so that we can get payment to them. Eloisa, let me know if you think otherwise.

Eloisa: No, I agree with that. The earlier the better, but at least 3 weeks, because sometimes they're not as responsive as some of you guys are, so sometimes it'll take a week for me to get their form, then I have to draft it, and then that requires signatures from several people, so it moves step by step based on who signs. So, it isn't something we can really do in a one-week turnaround, so the sooner the better, but yeah, I think three weeks is the closest we could really cut it.

Vlad: Okay, and maybe if we can add to the form. So, on the fourth week mark, we can just put "Try to contact the vendor no later than this time."

Amaani: Could I do it right now? Or later?

Vlad: Yeah, or after the meeting.

Sadika: Or I think put a note to yourself, so that you remember to put it on there. But I think the fourth week, yes, makes complete sense, because remember, you're just giving the information to Eloisa, and then Eloisa has to be able to actually get in touch with them and get a response, and some vendors are much more responsive than others. Usually they take the longest to get back to us.

Jaff: I have something to add. Something me and Anthony discussed also is that we're thinking about creating a group chat, but instead of discussing about what to do, we will just be sending dates options for meetings, and we're thinking about also sending the things you have to do during the week to remind them, so they don't have to go on the ASCOM drive, so it's easier to access for the person.

Vlad: That's a great idea. Yeah, and then just follow up.

Anthony: And we made it this far, we're only going to get better, so good job.

d. Discussion/action to propose purchasing a Costco card for ASCOM. Presentation by ASCOM Treasurer, Yanis Louahdi.

Motion: Anthony, Henry

Yanis: Okay, I'll keep this brief. So, since we're buying in bulk for us, like snacks and other supplies, I'm bringing this up mostly for snacks, so we don't have to go through the approval every time to order some more. I was looking, the cheapest Costco card is $65,

and I think given that we're buying in bulk on behalf of the group, I think we'd save more money down the long run. I just want to throw this idea out there. If it gets approved by us, we can go ahead and put it on the agenda for the next time. But I'd like to get some opinions on what do we think about a Costco card? Or making purchases on behalf of the group.

Amaani: Well, I love Costco.

Sadika: Eloisa, could you give some background on how we do our purchases? We already have Costco membership through the college, so we don't need that. But Eloisa, can you give a little background on what our POs are with, or who our POs are with, so that the board knows, and we don't need to purchase a Costco membership.

Eloisa: So, the college itself has a Costco membership, so we can purchase through there. You'll still need approval because you guys have a whole different banking system than the rest of the college, so I'll still need some PRs and everything to pay them back, so whatever you're purchasing, we still will need to approve, it will still need to go through me, because I have to contact fiscal for them to place the order. We can order things from Costco and then pay them back that way, but we don't need our own Costco card, but it's not for them necessarily to take away, like, a middleman, because you guys are still going to have to send me a list of what you'd like to purchase, then I'll ask them to order on our behalf. It's stored with fiscal, like the actual card, they're the ones who have to place the order for us. Does that make sense?

Yanis: Yeah, that's great news. I didn't know that.

Vlad: Thank you for keeping our snacks in mind.

e. Discussion/updates on upcoming programs. Presentation by: All board members.
Motion: Briana, Anthony

Briana: Well, we have the open house that we've been planning.

Anthony: So, what I realized, me and Vlad talked about this, and Briana, talked about this yesterday, was we had the date set for 11/4, and since we still need to fill out an activities form, it just isn't that realistic for us to do it, and I don't want to rush this process, especially since we were just talking about getting into the motion of the 5-week plan. So, me and Vlad were talking; I think it's worthy to consider either just not doing it, because we haven't even posted anything about it, there's no pressure to do it, and just saving it for next semester, or just moving it forward to right before Indigenous Peoples Day, and we can use it as a marketing tool to help push that event, because it is a speaker event. But that's something I think we're going to vote on.

Vlad: Yeah, my only comment is I think it's a great idea. I personally think we should do it. I just think that if we do an event, we should try to follow the 5-week plan, so if it's possible, let's talk about a way where we can plan it, so it's 5 weeks out from when we say, alright, we're going to do this, so that we can follow that plan.

Amaani: Wait, I could be remembering this wrong, but I feel like at our last meeting, I remembered we discussed, and I thought we said the week before Thanksgiving. But I don't know if we ended up agreeing on that.

Anthony: We said 11/4.

Briana: That's the same week as the 16th. So, it is the week before Thanksgiving.

Anthony: We're like 3 weeks out.

Eloisa: Is it just tabling?

Anthony: What we wanted to do for the event is just in this room. The only thing we're going to get is some food, and the rest we're just going to be board games from home. It's just an event where they meet ASCOM, we talk to people, encourage them to join next year, talk about our events, and we're also going to really try to hammer in the Indigenous Peoples Day, because we want people to show up to this week.

Eloisa: Yeah, I will say, while I do agree sticking to the 5-week plan, it is a small enough event where the only thing we're ordering is food, which should be fine if you guys get me

the form by early next week. That should be fine. Figure out the food portions that you'd like, so I can call that in, but I do think it's feasible if we move it to the 16th to do it in, what, 3 weeks now? If you do want to do it that week, I think we can. We can make it work but we have to be on top of the paperwork and everything.

Vlad: Okay, so we don't necessarily have to follow the 5-week plan, but that way we'll have some more time.

Eloisa: Yes, but for every other event, please follow it.

Anthony: Do we want to do a vote, or is anybody opposed to this? No pressure.

Vlad: So, the 16th, right?

Anthony: Yeah, 16th. Is anybody opposed? Do you think we should do a vote? I don't think we have to. I mean, we haven't really planned it.

Jess: We can do a raise of hands vote, since we're not spending money.

Vlad: Raise your hand if you're in favor to do it on the 16th of November. All in favor? Great, alright. Do we have any other discussions about upcoming programs?

Briana: The Indigenous Peoples Day. Me, Vlad, and Anthony met yesterday to discuss about it.

Jess: I was not able to make that meeting. I'm going to meet with Vlad after the meeting, and he's going to loop me back in.

Vlad: On that event, like you said, we met yesterday, and then I think we'll be able to meet today too, right?

Briana: Yes.

Vlad: Yeah, so me, Jess, and Briana will meet after the meeting. Anthony was also helping out and chiming in with good advice yesterday. So, yeah, we're on track for that. We're at week four, we're going to get all our forms filled in. We're going to have Nick the Greek cater. It was really difficult to find a Native American place that caters, so we're going to go with that. I called Tchtakwa yesterday, he's working on the W-9 forms, our guest speakers, so that should be good to go. And then, we'll just revisit this next week, and we'll ask the board closer to time to just please ask one professor, if you can just stand up in front of class and ask to let the class know we're having this event, it's a speaker, and also feel free to let your professor know if they'd like, they can offer extra credit. If not, it's totally fine. That's ultimately up to them. Any other upcoming events?

Henry: For the finals week, me and Isa are going to start. Our five weeks is next Tuesday, so I'm meeting with her on Tuesday. I'll meet with Jaff and Anthony next week as well, to start that.

f. Discussion/action on budget report. Presentation by ASCOM Treasurer, Yanis Louahdi.
Motion: Anthony, Briana

Yanis: Our last week total ending account balance was $71,013.18. Only one account was impacted, which was the Intrafund Transfer Club account. We had a $400 deduction towards the international Club's request for a collaborative event with PUENTE and Mi Familia, and $1,000 towards Coding Club, AKA the Computer Science Club, and the current balance for that account is $25,889.33, with a total ending account balance of $69,613.18, which is a change of $1,400. Down 1.97% from last week's ending total balance.

II. Standing Business (Actions May NOT Be Taken)

Motion: Anthony, Briana

Officer Reports:

i. PRESIDENT REPORT:

Vlad: I completed my office hours. I've continued meeting with the board members regularly. FYI, I received an email from Diana O'Donnelly a while back, today I'm reporting on it;

Diana O'Donnelly, who assists the Dean of Math and Sciences, and she's supporting the recruitment for the Dean of Arts and Humanities, and she just wanted me to share this opportunity with all of you, this opportunity for students to participate in a meet and greet of the Dean of Math and Sciences, ask questions, and informally evaluate them. So, you're all invited to participate. Dates are November 5th, 9th, 10th, 11th, and 13th, from 10:45 a.m. to 11:15 a.m., and it's going to be in the library meeting Room, CSS 212. I attended Halloween Fest for a short period of time, in between my classes, it was a great event, it really was. The bouncy house was super cool because it was big, and it was like, see what our college can do, and I raced in it and Jessica's very fast, she smoked me. I'll also be meeting with Briana and Jessica after today's meeting to continue planning. It's been a long week; I practiced my speech and attended the College of Marin Foundations donor event. I did my best, and I was proud of myself at the end of the day. It's a little nerve-wracking, speaking in front of a lot of people, but the event went really well. The J. Pritzker Foundation for the endowment campaign said they would match $10 million, right? And we as a school have raised $9 million already, so we've basically raised $9 million plus their match $9 million, $18 million, and there was a great video that they had created, which, Anthony, you were a part of. You looked good in it. It was a video basically talking about how students utilize the resources for basic needs. You were in the video. It was a good event. Everyone that's here from the general public, after the meeting, can you just please let me know if you haven't yet received your certificate, can you let me know how many meetings you've been to, so that I can update Malisa, because once you've reached 3 meetings, I'm going to let Malisa know, and then we can work on getting you a certificate.

ii. VICE PRESIDENT REPORT:

Marc: I completed my office hours and helped clean up the Halloween event, had a meeting with Tea, and helped clean up the ASCOM room.

iii. STUDENT TRUSTEE REPORT:

Henry: I did half my office hours on Tuesday. I'll be doing the other half after this. I had a check-in meeting with Vlad on Tuesday where we just discussed ASCOM and all that and just checked in with each other, which was good. It was good to check in with that. I helped clean up at the Halloween Fest event on Wednesday, and I thought it was a really good event, and I thought a lot of people enjoyed the bouncy house. Then, I cleaned the ASCOM room and just sanitized it from germs and all that.

iv. SECRETARY REPORT:

Malisa: I completed my office hours this week, and I helped set up the Halloween Fest event, and then I have something else to say, but I'll just save it for communications from the floor.

v. TREASURER REPORT:

Yanis: I went ahead and I updated the Coding Club's balance to reflect their funding approval of $1,000, bringing their club budget over to $2,661.16. And I also updated the International Club's balance, bringing their budget to $486.51. And then next, I went ahead and ran my monthly audit of our finances, and I did notice there was a budget discrepancy on my part. It was a budget discrepancy of $20. And to just get further into this, it was from our budget report on 10/23, the starting balance of our office supplies account was $2,220, and not $2,200, and the total change in our ending balance last week was down 2.47%, and not down 2.49%. So, since then, I went ahead and corrected the error. There's a typo on my part. Additionally, I'm also in the process of joining the Scholarship Fund Committee.

vi. SENATOR – TECHNOLOGY:

Amaani: At the beginning of the week, Briana and I talked about the final touches of the event, and last little things that we needed to coordinate, like the ice cream scoopers. And then on Wednesday, the event took place, so I was there for setup and the whole event and cleanup, and I think it went really well. I was really excited to see people doing all the face paint and temporary tattoos and competing in the bouncy house. It was fun to watch people kind of be a little nervous, and then do it, and have so much fun. And then I completed my office hours. Oh, and I want to apologize. I've been kind of behind on this Zoom. There, I had some technical difficulties with Wi-Fi, but I got it now.

vii. SENATOR – ENVIRONMENTAL ACTION:

Jess: I have completed all of my office hours. My recovery is going well. I am planning on meeting after this meeting with Vlad to get caught back up on the event that I am co-leading. Other than that, the Halloween event was a blast. It was super fun getting to see all the students dressed up and decorated with face paints and fun little pumpkins. And just hearing all the joyous giggles coming from the bouncy castle was really fun, and it really reminded me of when I was a kid. And then, lastly, I'm in the beginning phases of working with the environmental clubs to lead a project to get the lawn on campus replaced with something that is more biologically diverse and ecologically friendly.

viii SENATORS (2) – STUDENT ACTIVITIES & SERVICES REPORT:

Anthony: This week, I did my office hours, helped out whoever walked in. And mostly, there wasn't that much for me to do this week. I participated at the Halloween event, I helped out at all hours, and met with Vlad and Briana, did the presentation, talked to Jaff about what we want to continue for the future, so we have that plan set in motion.

Jaff: I met with Anthony. We discussed the 5-week plan. I helped clean the Halloween event. We made a fun special challenge in the bouncy house. I helped clean the room.

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

Briana: I completed my office hours on Monday and Wednesday. Monday, I went and got stuff from the shed to have at the event. Wednesday, I helped set up the event. I was one of the co-leads, so I helped bounce around the event, checked with everybody. It was also really fun. I'm glad it went off the way it did. Yesterday, I met with Vlad to discuss mainly about the food for the Indigenous Peoples Day event. And I'll be meeting with both Jess and Vlad afterwards, after this meeting, to continue discussing that. And I made the sign for the cleaning table.

Emilia: Hi guys, this week I completed my office hours, and during that time, one of my friends came so I could tell her more about ASCOM and hopefully convince her to run next year. She seemed very interested. I also went to Halloween Fest for a bit and helped serve pizza at the beginning. Happy Halloween.

x. STATE STUDENT SENATE REPRESENTATIVE REPORT:

Isa: I completed my office hours on Tuesday and Thursday. I helped out with the Halloween event, and I will begin the 5-week plan for our next Finals Week event with Henry next week.

xi. ESCOM REPRESENTATIVE REPORT:

xii. ASCOM ADVISORS REPORT:

Tea: Hi folks, congratulations on your event. It was so cool to see the different tables and how engaging it was, and congratulations. It was really great. I'm going to be meeting with Amaani next week, just to make sure that she's officially onboarded and has everything that she needs, around tech and everything else, so looking forward to that. And then just one more reminder that if something comes up on your way to the board meeting and you're no longer able to attend, in order for it to be excused, you have to communicate that to Sadika and myself and Malisa and Vlad and also have a proxy also in place to do your voting, otherwise it's unexcused. Let me know if you have any questions about that and have a great and safe weekend.

Sadika: Great job at the Halloween event. The jumpy house was a blast, and it was very active. I appreciate how you had students engage with activities before giving food and drinks. We should do this for each event. Please be mindful of budget as you plan. It makes sense to estimate a little more than you will need, so that you have it already accounted for. Remember that even if you request more and then spend less than expected, this does not affect the overall budget. Only the amount you spend is what we deduct from the overall budget. If you need support, reach out to your Senator of Activities and Services and the Student Activities and Advocacy staff. Have a good weekend, y'all.

Committee Reports:

Motion: Jaff, Briana

i. CITIZENS BOND COMMITTEE (Malisa) –
ii. COLLEGE COUNCIL REPORT (Vlad & Henry) –
iii. GOVERNANCE REVIEW COUNCIL (Emilia) –
iv. PLANNING AND RESOUCE ALLOCATION COMMITTEE (Isa) –
v. EDUCATIONAL PLANNING COMMITTEE –
vi. FACILITIES PLANNING COMMITTEE –
vii. INSTRUCTIONAL EQUIPMENT COMMITTEE –
viii. PROFESSIONAL LEARNING COMMITTEE (Jess) –
ix. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE (Marc) –
x. TECHNOLOGY PLANNING COMMITTEE (Briana) –
xi. INCLUSION, DIVERSITY, EQUITY, & ACTION COMMITTEE –
xii. COMMUNITY HOUR COMMITTEE (Jaff & Anthony) –
xiii. xii. ENVIRONMENTAL ACTION –

III. Communications from the Floor

Motion: Anthony, Briana

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.

Jaff: About those, did they forget about them? I don't know the name of the…

Eloisa: They were supposed to pick them up yesterday, I'll email them, but M&O, it's theirs, so they were really strict about picking them up, so we'll just leave it there.

Vlad: Malisa?

Malisa: Yeah, I had one. So, yesterday I just had an Econ Club meeting, and I'm the ICC rep, and we're a small club, we're trying to expand, and so I was just kind of thinking of what we could do. So, then I thought back to the Redwood Credit Union workshops that we talked about before. And at first, I wanted to contact them, see if they could work with the Econ Club in a way. But then, I talked to Vlad a little bit about this and then remembered that they're already coming to do a bigger workshop that's open to all COM students. Since I know that the event's going to be, I think, ASCOM and basic needs, I was wondering if Econ Club could collaborate in some way? I'm not sure what ASCOM's going to do at the event, maybe we're tabling and giving stuff away, maybe Econ Club could be there and do the same. I guess a question maybe to Sadika or Tea, like, if that's possible?

Vlad: Well, I just wanted to say one thing. I mean, unless they say otherwise, I think it's totally possible. I think if we all agree with it, what we would do is we would put it on the next meeting's agenda to decide what workshop we would want to do, right? As ASCOM, because there's different workshops that they offer. There's a PDF, and they spoke about it, there's credit building, avoiding fraud, student loans, so we can decide one that we want to do, and then we would also probably vote if we as a board want to partner with the Econ Club. I think that's a great idea, because economics, financial literacy, and then also, we could partner with the basic needs, because Sadika and Leah, who's in charge of the Basic Needs with Sadika was already in contact with the Redwood Credit Union, so if we could collab us three ASCOM, the Economics Club, and Basic Needs, that way, Redwood Credit Union doesn't have to come back multiple times to do the same speech.

Malisa: Tea, do you have any guidance on that, if we can follow through with this plan? I was just kind of discussing Econ Club and if we could collaborate on this Redwood Credit Union workshop thing, if we could go through with that.

Tea: Well, let's connect with the folks that are coordinating it, and then see what's possible. I think Sadika's been the one in touch with them.

Vlad: Well, yeah, so Sadika was in touch with them, Tea, and then, as you probably remember, I was also in touch with them at the same time, so they came last week, right, and they said, we can try these workshops. So, I spoke with Sadika about it, and she said ASCOM can host the workshop, and then you can just collaborate with the basic needs, right? Pick a workshop, give back to them, and then Malisa was also suggesting that she could post with the Econ Club, so could all three of us just collab?

Tea: Yeah! Collaborations are great. That's a great idea.

Vlad: Okay, so then the way it would go, right, is we would just place an item on next week's agenda, we as ASCOM will decide which financial literacy workshop we want to host, right? And then, we'll just update the Econ Club on that, and that's how we'll do it, right? We'll just put a vote.

Malisa: That sounds good.

Tea: And then just make sure that all the paperwork for activities form, for the club, and the collaboration is all included on there.

Vlad: Okay, and Tea, does there have to be a 5-week plan for that one?

Tea: I mean, I would follow it as best as possible. I don't remember when their first workshop is, but because it's technically like they're putting on the event and you're sponsoring it, their responsibilities look a little different, but you will still need to have an activities form and if there's supplies you're getting, but it might look a little different since you're just collaborating versus being the main planners.

Eloisa: For context, when the Center for Domestic Peace came and Rising Scholars sponsored it, I think we worked at department with them so equity was on the same page about the tasks, and then on the actual flyer, they would put the logo on for the Rising Scholars thing. But we actually will need an activities form, because it's technically also your event. So, while you guys may not have to create the promotions if RCU is doing it and things like that, because it's technically a club event, I will need an activities form. That's all I'll need. Like, they'll probably book everything on their own. It's just so we have record that you guys are participating at an ASCOM event. But I think beyond that, it's really just communicating with each other to make sure you guys are on the same page about what participation actually looks like from each party.

IV. Public Comment

Motion: Anthony, Briana

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: Congratulations on the event. Just some feedback. If we're doing stations, let's try and plan ahead of time where people are going to be at stations, just so people know where to head, because there was one point where I was like, we don't have enough pizza. So, if you have the volunteer sheet ahead of time, maybe be like, we'll assign this person to this station, this person, just to make sure everyone's on the same page. And same with the situation where to get pizza, you have to do a task. Make sure everyone's on the same page about that, so people know to advise the attendees of what is actually supposed to happen, instead of oh, I thought we had tickets, but we didn't have tickets, or oh, is it a stamp, and it's any activity? So maybe figuring out ahead of time how exactly we're going to be checking things. But I do agree that the whole do actually participate in the event to get food is a really good way of getting people to stay, and it's a good reward, and also helps us go through less pizza, because people are actually just using the resources there instead of just taking pizza and eating. Is the ice cream still in staff lounge?

Briana: I forgot about that.

Eloisa: If anyone wants to take home ice cream today…

Briana: We have chocolate and vanilla.

Jess: Unfortunately, I'm going to work.

Briana: I can take one. If someone wants to have dibs on the flavor first, be my guest.

Eloisa: It's a good amount of ice cream.

Briana: It's like half a bucket.

Jess: Is it in a fridge or a freezer?

Eloisa: It's in a fridge. We don't have a freezer. Let me know what you guys decide, it's in the staff lounge. The boards and posters, I saw them out. Make sure after events, it doesn't necessarily need to be the people who host the events, all you guys when it comes to posting stuff are collaborating together. So, make sure that boards get put away, that posters get taken down. If clubs reach out with questions or concerns or feedback, and you guys aren't 100% sure of the answer, please have them reach out to me. If you guys are giving information that you think is true, but you're not sure, it can be confusing to them when I correct it, and they're like, oh, this isn't what I was told by this person.

Amaani: Someone did ask me a question, and I gave them your email. I'm not sure which club it was, but they asked if they were able to get boards for… like, you know how we have a board outside with our faces? They asked if they were able to get those. I'm not sure if we reached out to them.

Eloisa: We, just so you guys are aware, we cannot give out the sandwich boards for clubs to use. You guys are basically the only ones who can use them inside our department. We used to in the past, they would always lose them. Last year, someone came and was like, can we please do it? We promise not to lose it. We gave them two boards, and they came back with one board, so we've given several chances to clubs. It's a recurring issue where they don't return them, so if they come asking for the boards, tell them we can't do it. Because those are department-specific, like the EOPS has some, library has some, so have them reach out to other departments to see if they're able to loan them. We are not able to because we lose them, and they are expensive. But yeah, if it's things like that, just direct them to my office Wednesday through Friday, they can email me, they can leave a voicemail. I just would rather they have the correct information than me having to correct information that wasn't accurate, and then that gets confusing for them.

Nahid: Hi, I'm so sorry I'm doing this remotely. I had work today, so I wasn't able to come in person. I am Nahid, I am the new president of the LGBTQ+ Club. And I inherited this presidency this semester, after joining from the previous president, and after looking through what things were and weren't set up for the club. It looks like they were essentially just starting from zero, kind of a situation. Like, the previous club president didn't have access to any shared servers, or any networking things, or anything that had already been set up for the club, and it looks like the funds were also set at zero, so we've essentially just been playing, using the last few weeks to play catch-up, and I've been trying to set things up so that when I graduate in December, the people who take over the club will be able to start on the correct footing. So, I'm looking into what grants I'll need to apply for so that the next set of leadership will have access to funds and things like that. But in the intermeeting time, would it be possible to have at the next ASCOM meeting, to petition to have, essentially, seed funding for right now, in the intermeeting time, so we can get some of those balls rolling, so I can have enough wiggle room to still get some of these events that I'm hoping to lay the foundation for set up, because I have some contacts I'm hoping to loop in with COM and who are at various different workplaces, but have queer representation, and I was thinking there could be some synergy there. And I was hoping to create some connections, but it is going to require some seed funding, and also just getting people connected with different events in the area, and making it more accessible for our members.

Tea: Hi there, it's Tea, we met at the LGBT Welcome Picnic. I'll put my email in the chat. I think I can answer a lot of these questions. We also have an LGBT grant from the California Community College's Chancellor's Office, so let's meet just to make sure, just to catch you all up, since I've been around for the

different leadership changes in the club, and let's get you caught up, and then if there's paperwork instead, they'll connect you with Eloisa. But how about you and I meet next week or email me with your availability.

Nahid: That would be fantastic. I will message you my soonest availability. Thank you so, so much.

Eloisa: Just off of that, so people in general know for clubs, if you have funds, you submit one, an ASCOM agenda item request form by Tuesday at 11 a.m. to be on that week's agenda. That's basically just a form where you're like, this is what I'm hoping to discuss and be added to the agenda. Then if it's money-related, you also submit a funding request form, which basically breaks down how much you're requesting, what it's going to go towards. It's basically so ASCOM is aware that you've done your research, you're not just asking for an imaginary number of funds. They have an idea of where that money's going to go towards. If anyone comes to you guys, or if you want to go that route, too, after speaking to Tea, you can also reach out to me, and I can help you with the forms. It's also in the club orientation slides, and all the forms are physically outside my office in CSS 345, or online on the student clubs website under the forms tab.

Vlad: Oh, and I just want to say one thing. You guys are the best and have a good Halloween weekend.

V. Adjournment: Briana, Anthony 1:21 p.m.

ASCOM President **ASCOM Advisor**