



**Student Services Building, Room 241**  
**College of Marin-Kentfield Campus**  
**835 College Ave, Kentfield, CA 94904**

**Regular Meeting Minutes**

**March 18, 2022**

**9:30 a.m. – 11:00 a.m.**

**CLOSED CAPTIONING: ICS INSTRUCTIONS**

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- a. Order of Business Call to Order: 9:31am
- b. Roll Call

OFFICERS	PRESENT	ABSENT
PRESIDENT <b>SONIA SALTZMAN</b>	X	
VICE PRESIDENT <b>EMMA MITTEREGGER</b>	X	
STUDENT TRUSTEE <b>JUAN CAMARA PECH.</b> <b>Appointed 2/04/22</b>	X	
SECRETARY <b>EMMA ROSE NEAL</b> <b>Appointed 2/04/22</b>	X	
TREASURER <b>KAZUKI YAMASHITA</b> <b>Appointed 2/04/22</b>	X	
SENATOR – TECHNOLOGY <b>KAYLA ALIZADEH</b> <b>Appointed 1/12/22</b>	X	
SENATOR - STUDENT ACTIVITIES & SERVICES <b>FERNANDA DAVILA</b>	Tardy, 9:50am	
SENATOR - STUDENT ACTIVITIES & SERVICES <b>LIBBEY DENNY</b> <b>Appointed 2/04/22</b>	X	
SENATOR – PUBLIC RELATIONS & MARKETING <b>EMILIA RIVERS</b> <b>Appointed 1/12/22</b>	X	

SENATOR – PUBLIC RELATIONS & MARKETING <b>MARIE SCHÖENBORN</b>	X	
STATE STUDENT SENATE REP. <b>FAIZAL KHALIQ</b>	X	
ESCOM REPRESENTATIVE <b>VACANT (NON-VOTING MEMBER)</b>		

ASCOM ADVISOR: SADIKA SULAIMAN HARA AND TEA PERALES

AUXILIARY MEMBERS:

MEMBERS OF THE GENERAL PUBLIC: Beth Rhodes, Greg Nelson, Karen Cresci, Brandon Pooner, Lily Barr.

a. Adoption of the Agenda

Amend agenda Item E from “Discussion/action to approve request NTE \$450.00 for Mental Health event from act #4500.04 (Event Supplies)” to “Discussion/action to approve request NTE **\$550.00** for Mental Health event from act #4500.04 (Event Supplies)”

Amend agenda item J, “Discussion on Racial Justice and Equity Video of the Week. Presentation by ASCOM advisor, Tea.” to next week’s meeting.

Motion to adopt agenda: Marie, Libbey

b. Approval of the Minutes

Juan, Emma M.

c. Public Comment

- i. 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)

- a. Discussion on the Learning Resource Center (LRC) design and planning updates. Presentation led by Beth Rhodes and architect team.

Faiz, Marie

Beth - Good morning, the purpose of our meeting is to share the facilities master plan update that we’ll be embarking on. In the lobby of the Academic Center are exterior and interior boards for the LRC. I gave

information to Sadika on how to provide your input .We are looking for you guys to put your input on the color schemes. I encourage you after this meeting to take a look to provide your input there.

Greg Nelson - Every six years, the college creates an educational master plan. Based on that plan, we do a strategic plan which we are in the process of completing. Facilities master plan outlines the construction and development process of the campus over the next 6 years. The master plan we had has just expired. We'll work over the summer for the details, and by the fall we'll have the draft to look at. And by January 2023 we will hopefully have the plan approved.

Beth - We're trying to solicit feedback from you folks and take what you hear to share it with the board in May to inform them as to what the final goals and priorities are of our governance boards. As goals as students what would they be? And what are the key objectives? And how do we prioritize those? I'd like to open the floor up to hear from you guys on any of these topics?

Emma Rose - I think having a space that students can socialize in would be extremely beneficial, especially since this is a commuter school it would be nice for there to be a space where students can meet new people. Right now the only space to do that is the cafeteria but it's still not the best since everyone just since eat their own table, also that area is sort of tucked away.

Marie - The one thing I noticed is that we don't have a place for students to meet. The cafeteria is really great but maybe a place that's more focused on coffee and pastries would be really great.

Emma Rose - Also I know there used to be private meeting rooms in the library but now we don't have that anymore. I think having lots of those would be great for students to meet for group projects or for clubs or just to have a private place to study.

Emma M. - I agree, luckily I am able to meet with people and do work in the ASCOM office but if it wasn't for that I don't know where I would go. Also, the bike racks could be a lot better. Maybe also creating a safer path from the parking lot to campus, like re painting the cross walks or putting those flashing lights at the cross walks.

Emma Rose - Leaving the parking lot can take a really long time, I don't know what exactly could be done about that but better traffic flow in the parking lot would make it safer.

Greg Nelson - The facilities master plan are only for things we can control, we can't control traffic.

Faiz - The internet on campus is not that great, so that is something that can be improved.

Greg Nelson - That's good point, right now the college is on a 1GB pipe, however we just upgraded within the past month. We're in the process of setting that up.

Kayla - I think the classrooms could have chargers, I know that we bring our own devices but a lot of people forget their chargers.

Emma Rose - Another thing is more lighting on campus since we have many night classes. It's not too bad right now but I think we could still have more lights. Speaking of lights, I think that the lighting could improve in the Student Services building as well. It's kind of dark in there sometimes and the color of the lights are like a doctor's office.

Greg Nelson - We actually do night walks twice a year to make sure there are no dark spots on campus. Also we can't have too many lights because of complaints from neighbors. The student services building is really old and dark.

Beth - Thank you all for your time today and input.

- b. Discussion/action to approve co-sponsorship request NTE \$500.00 from acct. #4500.04 (Event Supplies) for Finals Survival Kits to be distributed to students during Quiet Week and Finals Week by the COM Campus Store. Presentation by COM store manager, Karen Cresci.

Faiz, Fernanda

Karen - Hi, I wanted to reach out to you because as we are coming out the pandemic, the library had approached us about tabling in the quad during quiet week and during finals week to help inform and remind students to return their library books, rental books. I remembered that ASCOM used to table during that time as well and there was testing supplies made available for students who needed them. So we came up with the idea of a Finals Survival Kit which would have blue books, scantrons, pencils, snacks, and work in partnership with the library. So we're looking to partner with you so we would very much like to provide this. Another piece is to provide a snapshot of resources available to students. Like computer lab, tutoring center, we would like to put it outside of these kits. We would provide an envelope with the important information to succeed with their finals as well as finals supplies.

Sonia - Can you go in detail about how you would like the partnership to work?

Karen - Would you like to combine our efforts to table at the event? Campus store will be tabling 2 days of the week, so if you are interested in tabling we would share the tabling responsibility. The bookstore would put together the kits, so what we are looking for maybe a time commitment. And what information you'd like to see on the outside of it.

Sonia - Emilia, who's doing the finals week event with you?

Emilia - Kazu, Juan, and myself. So at least 3 of us can help with this.

Emma Rose - I would like to say that "Survival Kit" sounds really intense and unpleasant, I think it could be named something else.

Karen - I understand, maybe "Success Kits" would be better?

Emma Rose - Yes, that sounds a lot happier.

Tea - I noticed that you submitted an approval for \$500.

Sonia - I would assume the \$500 is going to the supplies, so we are voting on that.

Karen - I included a quote. There are 3 large blue books, 3 small blue books, 2 long scantrons, 2 #2 pencils, and a granola bar and little package of gummies. The total for each kit would be 4.69 after tax. But we're flexible with those contents. Since this is cosponsorship we could do more kits. I just rounded to \$500 because I'm not sure how much you have spent in the past.

Juan - How many kits are you planning to make?

Karen - Greg will be sponsoring 100 of the kits. At the minimum 500 kits would be a good start.

Sonia - Are there any other questions?

Motion to vote - Marie, Fernanda

**PASSES 10-0-0**

- c. Discussion/action to approve request NTE \$1,975.00 from acct. #7200.99 (Intrafund transfer - clubs) for transportation fees and meal vouchers for the COM Transfer Club to

take 40 students on a field trip to UC Davis on April 8th, 2022. Presentation by Brandon Pooner, Transfer Club President, and Enno Klotz, Treasurer.

Marie, Libbey

Brandon - Good morning, today I'm actually going to be with Lily Barr our Vice President. For our first trip to UC Davis we are requesting funding of \$1,975. We initially planned to do a multi day trip tour to So Cal campuses in late April and May. However, the COM administration said we are not allowed to do that due to covid restrictions. So we had to last minute change our field trip to a day trip and haven't had enough time to do our own funding. For our financial breakdown we are planning to contract with the Marin Airporter which is our most economic option. It would cost a total of \$1,575. And lunch would cost about \$480. This is for our 40 attendees and chaperones. Does anyone have any questions?

Faiz - Have you already started asking people to sign up and if so how many people are going right now.  
Brandon - We have confirmed with Davis our group tour, however we haven't had people sign up yet because we wanted to wait until we secured funding.

Lily- I think we had between 20-25 students on our last field trip to Berkeley, so we had a great turn out.

Brandon - We do actually have 25 active members who will most likely attend, and some EOPS members who may be joining us. So somewhere between 30-40.

Juan - Are you still fundraising on the side?

Brandon - So after this trip we are planning on doing a lot more fundraising to pay for our 2nd field trip this semester.

Faiz - Kazu, how does this work with our budget?

Kazu - So this would be 10% of the budget in our Intrafund clubs account.

Emma M - As far as I understand we haven't given out much money to clubs this semester so it should be okay.

Motion to Approve:

Juan, Emilia

PASSES 10-0-0

- d. Discussion/action NTE \$700 dollars from acct.# 4500.04 (Event Supplies) for pizza for the March 30<sup>th</sup> Meet the Candidates event. Presentation by ASCOM Co-Advisor, Sadika Sulaiman Hara.

Motion to discuss: Juan, Fernanda

Tea - This is just to purchase pizza for the ASCOM Meet the Candidates.

Emma Rose - I was just wondering where the event will be?

Tea - I am not sure.

Sonia - It's in one of the AC Buildings

Fernanda, Emma M

PASSES: 10-0-0

- e. Discussion/action to approve request NTE \$450.00 for Mental Health event from act #4500.04 (Event Supplies). Presentation by Vice President, Emma M., Secretary, Emma

~~Rose, and Treasurer, Kazu.~~ Amended to: Discussion/action to approve request NTE \$550.00 for Mental Health event from act #4500.04 (Event Supplies). Presentation by Vice President, Emma M., Secretary, Emma Rose, and Treasurer, Kazu.

Fernanda, Emilia

Emma M. - So as you guys know we have an event on April 11th in the AC Quad. We are planning to get smoothies, snacks, decorations, we are also creating a goody bags. We are using the bags from club fest but adding stickers, leftover candles, journals, and informational material from psychological services. So that is what the money is for. Any questions?

Fernanda, Marie

#### PASSES 10-0-0

- f. Discussion on General Assembly resolutions. Presentation by SSCCC representative, Faiz.

Libbey, Emma M.

Faiz - So I hope you all saw my email earlier this week with all the resolutions in detail of what each are. There is a form for you to vote yes or no for each resolution. Please try to fill that out by today. Does anyone have any questions?

Emma M - It seems like most of the resolutions are manageable, there are a couple that might be harder.

Emma Rose - So is what the majority of what we vote for for each resolution, is that what the COM vote will be at the assembly?

Faiz - Yes that is why we need everyone's vote because everyone's opinion matters.

- g. Discussion on faculty/staff housing project by Board of Trustees. Presentation by Student Trustee, Juan.

Fernanda, Emma M.

Juan - I sent you all the information about the housing. Mostly the surveys were the meat of it. I had a meeting with Dr. Coon, he broke it down a little more. The reason why they've been thinking about the faculty housing for a while is that the housing market has creating a problem with the hiring of the college. So when the college has been looking to hire people, most people have been turning down the offer since Marin is too expensive for housing. Also, looking a tit through an equity lease, if they are trying to hire people of color and those professors can't afford to live here, that doesn't really line up with what the college is trying to do.

Emma M - Will the people move into the apartments be paying rent or purchase them?

Juan - They'd have to pay rent but it's way lower than the averages. There would be one building here down the road, or the other potential grounds will be at IVC.

Emilia - What's the timeline of this, when would they start building?

Juan - The college has been working on this for about 3 years. But the money part of it is what's taking so long. Recently Senator McGuire contacted COM to set up a partnership where we would give them the land and then they would be in charge of building everything. So the only thing about that is that COM

then only gets a certain amount of units, then the state would give the rest of the units to other people. It's mostly for educators though.

Faiz - How many units?

Juan - There would be 20 units if at Kentfield, and there would be a lot more at IVC. I also see that IVC would have 3 bedrooms but it would be smaller at Kentfield.

Emma M. - I think that IVC would be better for professors that have families then.

Sonia - Why can't they build at both sites?

Juan - It's mostly because there would only be enough funding for one.

- h. Discussion/action to approve NTE \$2,000 from acct.#7500.02 (ASCOM awards) for ASCOM financial awards – two leadership and two service awards. Presentation by Sadika, ASCOM Co-Advisor.

Emilia, Emma M.

Tea - As posted on ASCOM Social media, the ASCOM leadership and service awards. There are two recipients for the leadership awards of \$500 each, and same for the service awards. I also want to make sure you all are promoting these awards.

Kazu - The original budget is \$2,000 so you are requesting \$2,000 which means it'll be using all the funds is that okay?

Tea - Yes, this is allocated for these scholarships.

Emma Rose - Is financial need taken into consideration for the application?

Tea- So the requirements are a 3.5 GPA, a letter of recommendation, and essay.

Motion to approve:

Emma, Fernanda,

**PASSES 10-0-0**

- i. Discussion/action to approve NTE \$750.00 from acct. #4500.04 (Event Supplies) for Earth Day. Presentation by Sonia, President, Marie, Senator of Student Activities and Services, and Juan, Student Representative.

Fernanda, Marie

Sonia - The money is for the plants, art supplies, and pots. We also are doing a movie and will be providing snacks. Are there any questions?

Faiz - Is the movie outdoors or indoors?

Sonia - Indoors, it would be too expensive to do outdoors.

Motion to approve,

Emilia - Fernanda

**PASSES - 10-0-0**

- j. Discussion on Racial Justice and Equity Video of the Week. Presentation by ASCOM advisor, Tea.

Agenda item skipped.

- k. Discussion/update on upcoming events. Presentation by all ASCOM board members.

Marie, Emma M.

Emma M - For Mental Health Day we will have smoothies, snacks, and goody bags. Emma Rose has invited an organization.

Emma Rose - So I contacted 6 organizations in Marin County that provide mental health services, and I heard back from 2 so far. The Northern Marin Community resources have 2 representatives coming to promote their behavioral health services, and the Huckleberry Clinic might also be able to attend.

Emma M. - We also will be having the psychological services give us brochures to provide to people. We also turned in our activities form and our poster is being made right now.

Marie - We haven't done much for Earth Day yet.

Sonia - We are looking to ask the environmental action club and the art club to join us.

Libbey - We decided on April 25th for the Women's League of Voters video.

## II. Standing Business (Actions May NOT Be Taken) -

### a. Officer Reports:

- i. PRESIDENT REPORT: We had team bonding over the weekend, so thanks to everyone that came. I did some classroom presentations about the ASCOM election to the Paul Chaney's political science classes. I also helped out with the model UN event on Wednesday about the Ukraine crisis.
- ii. VICE PRESIDENT REPORT: Emma M - I had my ICC meeting and I had my one on ones with Sonia and Tea. I am researching about the pop up tents. After spring break I'll make it an agenda item. Other than that I was planning mental health event.
- iii. STUDENT TRUSTEE REPORT: Juan - I've been talking to Sonia and Marie about the Earth Day event.
- iv. SECRETARY REPORT: Emma Rose - I met with Sonia because I will be running for President next semester.
- v. TREASURER REPORT: Kazu - Event supplies has about \$7,000 left. This is about 60% of the original budget so we already used 40% of the budget. We had a mental health event meeting.
- vi. SENATOR – TECHNOLOGY: Kayla - I posted a few things on instagram.
- vii. SENATORS (2) – STUDENT ACTIVITIES & SERVICES: Libbey - We met with the people who are doing the mental health event which seems to be going well. I have the debrief ready for the meeting after spring break. Fernanda - We had our one on one on Tuesday. We didn't do much this week, it was pretty chill.
- viii. SENATORS (2) - PUBLIC RELATIONS & MARKETING: Marie - I've been talking with Juan and Sonia about Earth day. I'm working on the mental health poster. Emilia - We had the women's history debrief and I met with Sonia.
- ix. STATE STUDENT SENATE REPRESENTATIVE REPORT: Faiz - We had delegate assembly on Wednesday. Most of the time we spent getting the new

delegates up to speed about what we do in the committees. We briefly talked about general assembly but no new information.

x. ESCOM REPRESENTATIVE REPORT:

xi. ASCOM ADVISORS REPORT:

Tea - First of all shoutout to getting through an agenda that went up to the letter k. I'm super proud of how swift you all were and how efficient you were. When you leave the ASCOM office, just make sure to shut the windows. I just want to congratulate you all again on what you are doing. Let me know what you need as you head into it. We talked about community care during the retreat, so remember to make sure to get support from the people you need.

xii. Committee Reports:

i. COLLEGE COUNCIL REPORT: Sonia - We have not met yet so no report.

ii. GOVERNANCE REVIEW COUNCIL: Faiz - Nothing to report.

iii. PLANNING AND RESOURCE ALLOCATION COMMITTEE: Fernanda - We discussed our values and priorities in PRAC. We also were talking about the presentations from each of the programs after spring break. We are deciding on doing the event hybrid. We saw the budget for this semester and next year.

iv. EDUCATIONAL PLANNING COMMITTEE: Emma M. - Nothing to report, our next meeting is after spring break.

v. FACILITIES PLANNING COMMITTEE: Libbey - Nothing to report, our next meeting is after spring break.

vi. INSTRUCTIONAL EQUIPMENT COMMITTEE:

vii. PROFESSIONAL LEARNING COMMITTEE: Emilia - We have not met yet.

viii. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE:

ix. TECHNOLOGY PLANNING COMMITTEE: Kayla - Nothing to report.

x. INCLUSION, DIVERSITY, EQUITY, AND ACTION COMMITTEE: Marie - Nothing new to report but we are meeting after this.

xi. COMMUNITY HOUR COMMITTEE: Fernanda - We are meeting during spring break.

#### IV. 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.*

Fernanda - I just wanted to say we did not record this meeting.

Emma Rose - I recorded on my phone.

Juan - I finished the collage with the art club on the first floor of the student services building if you guys want to go check that out.

Faiz - If you haven't already, please fill out the resolutions.

I. 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)*

Tea - Thank you, I forgot to include in my report that I wanted thank ASCOM for cosponsoring our first women of color cafe. It was the first one we've had in two years. It was a great success.

II. Adjournment: Fernanda, Emilia . 10:54am

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**ASCOM President**



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**ASCOM Advisor**