



**Student Services Building, Room 241**  
**College of Marin-Kentfield Campus**  
**835 College Ave, Kentfield, CA 94904**  
**Regular Meeting MINUTES**  
**April 15, 2022**  
**9:30 a.m. – 11:00 a.m.**

**CLOSED CAPTIONING: ICS INSTRUCTIONS**

To view your event in a browser, click the link below at the start of your event:  
<https://www.captionedtext.com/client/event.aspx?CustomerID=3240&EventID=5011949>

- a. Order of Business Call to Order: 9:32
- 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>	X	
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:

a. Adoption of the Agenda

Faiz, Libbey

b. Approval of the Minutes

Marie, Kayla

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)*

l. New Business (Actions May Be Taken)

a. Discussion on check in question. Presentation by Sonia, President.

Emilia, Marie

Today's question is what is something you are grateful for?

Libbey: I visited my mom so I'm grateful for family.

Kayla - I am grateful for the sun.

Marie - I'm starting to plan for this summer so I'm excited for new beginnings.

Faiz - I'm grateful for warm weather.

Kazu - Me too.

Emilia - I'm grateful for the rain we got yesterday.

Sonia - I'm grateful for the rain and music.

Emma Rose - I'm grateful for my friends and family.

Juan - I'm grateful for the good health I have and opportunities in my life.

Fernanda - Having my friends around and the sun.

Emma M - Grateful for acceptance into schools.

Tea - I'm grateful for my friends.

- b. Discussion/action to approve NTE \$1,050.00 from acct. #7200.99 (clubs) to fund the COM Student Nursing Association graduation celebration. Presentation by Rhian Gracey, Public Relations Coordinator of Student Nursing Association.

Fernanda, Emilia.

Emma - I know Rhian and she is sick so she wasn't able to come today. They've already done fundraising, but they don't want to use all their funds because they have to leave enough money for next year.

Emma Rose - I'll read their funding request. The Nursing Program at COM Is celebrating an in person graduation celebration for the first time in two years. It'll be on Saturday, May 28th at the Marin Bocce Federation in San Rafael. The space has been generously donated by a friend of the program, so we would be using the funding to provide a taco truck for the students.

Motion to Approve: Juan, Fernanda

**PASSES: 10-0-0**

- c. Discussion/action to amend Earth day budget to add \$408.00 from acct. #4500.04 (Event Supplies) for boba. Presentation by Sonia, Juan, and Marie.

Marie - We decided we would like to add boba to the event so we will need extra funds. It'll be from the same place and same order.

Emma - There's a lot of trash when it comes to boba, so I was wondering how this relates to your Earth day event.

Sonia - Well I think the straws are biodegradable and we'll make a sign saying make sure to throw away your drinks.

Motion to vote: Libbey, Fernanda

**PASSES: 10-0-0**

- d. Discussion/action to approve NTE \$750.00 from acct. #4500.04 (Event Supplies) for ASCOM pop-up tents. Presentation by Emma M., Vice President.

Fernanda, Marie

Emma - A couple weeks ago we talked about popup tents for ASCOM. There's some high end options out there, but we decided to not go forward with that because that would be over 2,000. So we have two

options that look promising, they're on amazon and they're \$100-\$150. So we could get 4-5 tents. We would get a decal made after to put onto the tents. They're 10x10 tents. How many tents do you think?

Sonia - I think 4.

Motion to vote: Ferannda, Marie

**PASSES: 10-0-0**

- e. Discussion on General Assembly. Presentation by Faiz, State Student Senate Representative, and Emma Rose, Secretary.

Motion to discuss: Faiz, Libbey

Faiz - The first general session went well, we listened to keynote speakers on Anti-Asian Hate and nominated students for the SSCCC board positions. Most resolutions were adopted. There were 16 that passed, 4 that were referred, and 3 that failed.

Emma Rose - We went to the reception on the first day in the evening where we met with student government members from other community colleges. It was interesting to share the common challenges that we all face in our positions.

Faiz - The first workshop was called Mobilizing the student voice which is about how to communicate with the administration.

Emma Rose - The first one I went to was called engaging with your student body. The main idea was looking at the demographics of your student body in order to create leadership positions, events, activities and services that correspond to the different groups there are on campus. For example, 25% of students at COM are first generation, so what can we do to support them? Also, 20% of the COM students that are Marin residents live in Novato. So that is something to keep in mind when recommending community services and organizations to students. Also, another suggestion was doing outreach to high schools on COM in general but also specifically ASCOM. So when students enter COM after high school, they'll already know what ASCOM is so they will be more likely to get involved.

Emma Rose - My favorite workshop was called LEAD. He talked about not taking "no" as an answer when trying to get something done on campus. Ask why you cannot do that certain thing and see the evidence for it, don't give up so easily. One of the other main takeaways I got from his presentation was to buy balloons. People are way more likely to come up to your table, look at a poster, if there is a balloon attached. Another way to promote events is by writing events in the corner of whiteboards in your classrooms and putting a save box around it. In your classes you should be introducing yourself to those around you and let them know about your position. If they even have an issue on campus they're more likely to talk to you about it. Another idea is having name cards for the board during meetings with our names and position, as well as Robert's rules on the back which are commonly broken. The most inspirational part of his presentation were the big displays he'd do to get people attention on issues happening on campus then getting the media involved to cover it and get it on the news.

Emma Rose - The last workshop I went to was called Build the Political Power of your Generation. It was about creating a Student Vote Plan on campus. This involved embedded voter registration information not eh COM homepage and canvas, posting on social media, campus-wide emails, and more.

Emma Rose - Our tips for the future are to socialize with other community college representatives, there's a lot to learn from each other. Also exchange social media with other members and community colleges to see what events they have going on. Try to be prepared with questions or comments on the resolutions since they allot time for that.

- f. Debrief on Mental Health Event. Presentation by Emma, Vice President, Emma Rose, Secretary, and Kazuki, Treasurer.

Motion to discuss - Fernanda, Marie

Marie - I'm happy about the attendance. We met early on which went well, we had clear communication and set goals. The smoothies and goody bags were super popular. The organizations were very useful. What we would recommend is reserving an indoor space just in case, ordering products early, make sure the tables and chairs are set up. Also make sure you have enough people signed up for set up.

Emma - Also make sure the event is set up by 12:15 if it starts at 12:30 People come out of class from 12:20-12:40 so it's important everything is ready by the time people start leaving their classes or else you'll miss most people.

Sonia - Dr. Coon was impressed by the organizations that came, it was good we tied in the community.

- g. Discussion on transition binders. Presentation by Sonia, President.

Motion to discuss - Marie, Fernanda

Sonia - As we know we are winding down the semester, so you must put together your transition binders. First section is the introduction, with your personal background, your experience, and a welcome letter, the responsibilities to your position and being on the board. The second section is about ASCOM. What ASCOM means to you, any feedback you may have, things you experienced in your position, challenges, and what you recommend. Third section is overall ASCOM related situations, like committee meetings, events, GA. The next section is extraordinary situations. So this is overall advice, like impeachment, transition to covid and back in person. The next section is tips and tricks. Next section is final words. The last is the annex where you include your key contacts, like Dr. Coon, Sadika, Tea. I would include template emails on how to reach out to faculty, students, etc. Include all ASCOM social media accounts and passwords. Do you all have anything else you would like to include?

Juan - I didn't even see a transition binder for my position.

Emma Rose - It's in the ASCOM Google Drive

Sonia - I think some of you this might be more challenging, so if you need help please let me know.

Marie - It was most important for me to have the passwords and social media accounts in the binder.

Emma Rose - The email templates were really helpful for me.

Sonia - Great, and I want to plan a time for us all to meet here together to work on the binders.

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

Fernanda, Juan

Tea - Please come to Juan's event on Monday to learn more about the Industrial Prison Complex.

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

League of Women Voters Video

Emma Rose- We created an outline for our video which mostly includes interview with students on why they think it's important to vote, it won't be longer than five minutes. We're also meeting with the League of Women Voters later today to see how they can collaborate with us. We will film next Tuesday and Thursday.

Earth day

Juan - We are going to the farm later to get some plans for the event. I contacted Johnny and he said he's trying to donate as many plants as we can so we don't have to buy so many.

Sonia - I'm excited, we're going to decorate the pots for the plants and collaborating with the art club and environmental action club. It would be great if you all could volunteer.

Finals Week

Emilia - During finals week we'll have bagels and coffee. We're also looking to get an organization Paws to Share who brings dogs on campus for students to pet.

Emma M - Are you still collaborating with the book store?

Emilia - Yes, I think so.

II. Standing Business (Actions May NOT Be Taken)

a. Officer Reports:

i. PRESIDENT REPORT:

Sonia - I've been working on Kudo's corner. I had my committee meeting with College Council. I've been planning Earth Day event. I also attended the necklace making event, it was really nice and cute. I've been in contact with professor Crawford about the Don Barksdale event, if you want to volunteer please let me know by the end of today. I've began making the transition binder templates which I'll send out on Monday. College of Marin is hiring a new Econ teacher, they're doing mock teaching sessions. If you can attend please do. I've been working to promote the ASCOM positions.

ii. VICE PRESIDENT REPORT:

Emma M - I had my event on Monday which was a lot of fun. I did not have my one on one but I check in via email. I was in contact with Sadika with the pop up tents. I'm getting information from the clubs for Kudo's corner. I'm starting to do my transition binder already. I also had the college council meeting.

iii. STUDENT TRUSTEE REPORT:

Juan - I've been planning my event that's happening on Monday. Besides from that I'm preparing for the board of trustee meetings. There's 2 more left. Also I'm planning the Earth Day event with Sonia and Marie.

iv. SECRETARY REPORT:

Emma Rose - I had my first event on Monday which went really well. I also attended the jewelry making event. I met with Kazu and Marie to choose the recipients of the ASCOM scholarships.

v. TREASURER REPORT:

Kazu- The mental health event was very successful. And about the budget, the club supplies has \$2,650 left and event supplies has \$5,847 left. This week I had discussion with Juan and Emilia about our two day event for Finals Week.

vi. SENATOR – TECHNOLOGY:

Kayla - It's been a pretty chill week. I've posted quite a lot of things. I've been meeting with Libbey and Emma.

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

Libbey - Of course I met with Emma and Kayla. I couldn't make it to the other events.

Fernanda - I had my one on one with Sonia. I went to the mental health event. I had a small one on one with Libbey on Tuesday.

viii. SENATORS (2) - PUBLIC RELATIONS & MARKETING:

Emilia - I went to the mental health event. I'm meeting with Sonia after this. Started planning the finals week event. I went to my committee meeting and jewelry event.

Marie - Earth day planning, I'm on the committee for the scholarships and we chose the recipients.

ix. STATE STUDENT SENATE REPRESENTATIVE REPORT:

Faiz - This week has been pretty chill. I have to write a delegate report on what College of Marin has been up to. I attended the Mental Health Event and mostly just preparing for my meetings next week.

x. ESCOM REPRESENTATIVE REPORT:

xi. ASCOM ADVISORS REPORT:

Tea - I want to congratulate you all on the mental health event so congratulations on that. Thank you for the GA summary and there were some great tips there. Thanks to folks that came to the necklace making program. It was such a great program. There will be more programs happening. Next Wednesday is our Woman of Color Cafe. The last week of April is the CCC black student success week. Just another reminder that your peer and self evaluations are coming up.

Sadika - If you need support during this time as your college decisions come up, please let us know. Thanks to the mental health event, it went really well. For the committee who is overseeing the ASCOM financial awards please send me those decisions. Today is the last day for voting for elections. Our decisions will be out next week. Besides that we are winding down, hang in there.

xii. Committee Reports:

i. COLLEGE COUNCIL REPORT:

Emma M. - We brought out how students were not aware about the lifted mask mandate. We also talked about the master plan. We basically told them the feedback our board gave on it.

Sonia - We talked about commencement too. They are doing a ticket system so they know how many people are coming to the event and can plan accordingly.

ii. GOVERNANCE REVIEW COUNCIL:

Faiz - No meeting this week.

iii. PLANNING AND RESOURCE ALLOCATION COMMITTEE:

Fernanda - We met last week about the new programs and we saw the presentation on student services. We're having another meeting today.

iv. EDUCATIONAL PLANNING COMMITTEE:

Emma M. - We are just adding feedback and questions.

v. FACILITIES PLANNING COMMITTEE:

Libbey - we talked about building and upgrading the parking lot for more charging station for hybrid cars. Next meeting is on the 27th.

vi. INSTRUCTIONAL EQUIPMENT COMMITTEE:

vii. PROFESSIONAL LEARNING COMMITTEE:

Emilia - We approved Guided Pathways for more money.

viii. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE:

ix. TECHNOLOGY PLANNING COMMITTEE:

Kayla - No meeting.

x. INCLUSION, DIVERSITY, EQUITY, AND ACTION COMMITTEE:

Marie. -No meeting.

xi. COMMUNITY HOUR COMMITTEE:

Fernanda - We met on Wednesday and we discussed some things that are going to happen on April 25th.

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.*

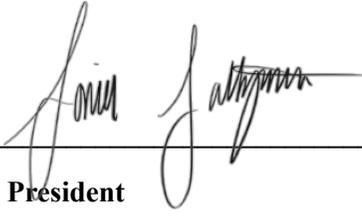
Juan - My biology professor reached out asking if ASCOM would be interested in doing a monarch sanctuary. Like planting milkweeds. They are reactivating the sustainability club who would take the most charge of this project. So we would be there for support. We could put a plot with ASCOM's name on it.

Sonia - I think it's a great idea, he should come to a board meeting.

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)*

II. Adjournment: Juan, Faiz: 10:55am

A handwritten signature in black ink, appearing to be 'D. J. ...', written above a horizontal line.

**ASCOM President**

A handwritten signature in black ink, appearing to be 'Sadika ...', written above a horizontal line.

**ASCOM Advisor**