



Student Services Building, Room 241
College of Marin-Kentfield Campus
835 College Ave, Kentfield, CA 94904
Regular Meeting AGENDA
February 11, 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: 9:31am
- b. Roll Call

OFFICERS	PRESENT	ABSENT
PRESIDENT SONIA SALTZMAN	X	
VICE PRESIDENT EMMA MITTEREGGER	X	
STUDENT TRUSTEE JUAN CAMARA PECH. <i>Appointed 2/04/22</i>	X	
SECRETARY EMMA ROSE NEAL <i>Appointed 2/04/22</i>	X	
TREASURER KAZUKI YAMASHITA <i>Appointed 2/04/22</i>	X	
SENATOR – TECHNOLOGY KAYLA ALIZADEH <i>Appointed 1/12/22</i>	X	
SENATOR - STUDENT ACTIVITIES & SERVICES FERNANDA DAVILA	X	
SENATOR - STUDENT ACTIVITIES & SERVICES LIBBEY DENNY <i>Appointed 2/04/22</i>	X	
SENATOR – PUBLIC RELATIONS & MARKETING EMILIA RIVERS <i>Appointed 1/12/22</i>	X	
SENATOR – PUBLIC RELATIONS & MARKETING MARIE SCHÖENBORN	X	
STATE STUDENT SENATE REP. FAIZAL KHALIQ	X	

ESCOM REPRESENTATIVE VACANT (NON-VOTING MEMBER)		
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ASCOM ADVISOR: SADIKA SULAIMAN HARA AND TEA PERALES
AUXILIARY MEMBERS:
MEMBERS OF THE GENERAL PUBLIC:

c. Adoption of the Agenda

Faiz, Fernanda: Amend to change amount of money requested in agenda item b from NTE \$770.00 from acct.#4500.07 (Leadership Retreat Supplies) to \$1,000.

11-0-0

Motion to adopt agenda: Emma M., Fernanda

d. Approval of the Minutes

Marie, Emma M.

e. 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/action to approve NTE \$1,000.00 for black history event from acct.#4500.04 (event supplies), which is going to be a movie night. Presentation by Senator of Activities and Services, Fernanda and SSCCC Rep., Faiz.

Emma M., Faiz

Faiz: We are requesting \$1,000 for black history month event. We are planning to do a movie night on February 23rd. What we need the money for is to get the movie rights, buy the actual movie and then any equipment that we need a rent, as well as getting food and snacks.

Emma M. - Why is it now this much more?

Faiz - What makes it expensive is the movie rights itself is \$250 and if we need to rent equipment, the equipment that we're looking at is \$550 so we're just giving ourselves a little extra wiggle room in case we need more money. As well as food.

Emma - I just think it's a lot of money for a movie night. But there's no other way you can show a movie.

Faiz - Well its outdoors. We're getting a screen projector and all that stuff that comes in like a bundle.

Emma Rose - Where are you doing it?

Faiz - The field outside of the student services center.

Fernanda - We will only use the money if we need it, I'm going to ask Nequeshé if there's a projector we can use.

Emma M. - I'm just asking because we have a certain amount of budget for the events right now and we don't want to spend basically half our budget on the first event.

Sonia - The thing is people haven't been spending a lot of money on events for the past two years so I don't think it's an issue.

Sadika - I think it is very healthy - there's about \$10,000 in that budget. So I think you're fine.

Fernanda - But we're not going to use the whole money if we don't have to. It's just in case we need a rent the equipment, because we're still figuring everything out.

Sonia - Any other questions? What movie?

Fernanda - We're going to show Just Mercy. We were going to give an introduction before then at the end we will ask people what they thought of the movie.

Faiz - We're going to have people from Umoja come in and talk as well.

Emilia, Kayla

PASSES 10-0-0

- b. Discussion/action to amend December 3, 2021 minutes, item d, "Discussion on preparation for Spring 2022 retreat and semester. Presentation by Tea, ASCOM Co-Advisor." to include "discussion/action NTE \$770.00 from acct.#4500.07 (Leadership Retreat Supplies)." Presentation by Sadika, ASCOM Co-Advisor.

Fernanda, Marie

Sadika - This item is just amending to add money. We realized after the fact that we discussed the item but we hadn't amended the money to cover the costs of the retreat which included cost of food and supplies for the activities that we did so, this is the overall cost, and I think there's a maybe a \$5 difference of what it actually was, I just wanted to make sure I put even number in there. Any questions? And this is a separate account in your budget that is set aside for the leadership retreats so it doesn't come out of operational in terms of supplies for the office. Any questions?

Sonia: Can I get a motion to vote to approve the amendment?

Motion to approve: Fernanda, Emma

PASSES: 10-0-0

- c. Discussion/action to approve NTE \$200.00 from acct.#4500.01 (supplies) for ASCOM checks to process funding requests. Presentation by Sadika, ASCOM Co-Advisor.

Fernanda, Emilia

Sadika: So ASCOM writes checks sometimes, so for instance, the boba that is going to be coming, we have to write checks, and so the District is the one who writes all the checks but we provide the actual checkbook. So this is to purchase checks so we're low on checks for ASCOM, and this is just replenish those checks. Any questions?

Faiz, Emma M.

PASSES: 10-0-0

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

Marie, Libbey

- i. Valentine's Day Event: Marie- We are still waiting for our supplies. We still need to buy cookies this weekend so they're fresh for Monday.

Fernanda: Target didn't have cookies left, does anyone know where we can buy those?

Sonia: Try any store that has a Valentine's day section which is most stores. I'm sure you could find some at Safeway.

Marie: On Monday our event is at 12:30 if anyone wants to come to help set up and clean up. That would be awesome.

- ii. Clubfest:

Sonia - Has everyone filled out the signup sheet?

Emma M. - I think there's still a couple people missing.

Sonia - Make sure you fill that out as soon as possible. We need to arrange tables, bring out speaker, good bags, food. All hands on desk.

Faiz - Can someone pick up the boba/ it's in the city at Tea Pumps and you would need to be there at 11.

Sonia - Is anyone able to do that?

Juan - I can do that. I have office hours from 9-10:30

Sadika - That's an appropriate use of office hours, folks. We can reimburse your gas mileage if needed.

Sonia - Ok I think that's pretty much it.

Emma M. - Just promote it, talk to people in class. Send them our way, I think it's gonna be really fun.

- iii. Black History Month:

Faiz - We're having a movie night, watching Just Mercy.

Fernanda - I've already sent the student activities form to Nequeshé.

Faiz - Movie rights has been sent to Nequeshé. Now that the money is approved we will start buying what we will need.

- iv. Woman's history month:

Libbey - We are looking to ask \$500 for food and drinks. We are thinking of having a booth outside Student Services building. A big poster board of a tree to write about inspiring women. We will provide food and drinks. A nice grab and go event, pretty chill and pretty light. We've got the forms ready to go to send to Nequeshé.

Fernanda - If you guys need any help just let me know. Libbey and I sent an email since Tuesday and none of the new members have replied to the email. We wanted to see when you guys can meet to go over event agendas and responsibilities.

Emma Rose - I never received that email.

Sonia - Everyone who was appointed last Friday, you were assigned events. Any other updates on events?

Emma M. - We have a packed week but I think it's gonna be fun.

- e. Discussion/action to approve NTE \$500 for womxn's history month event from acct.#4500.04 (event supplies). Presentation by Senator of Public Relations and Marketing, Emilia and Senator of Technology, Kayla.

Emma M., Marie

Emilia - We're trying to get \$500 for supplies like food and drinks and creating poster board and tree. The event will be outside the student services center. We're having a board to draw the tree, it's not an actual tree.

Marie - Are you planning on getting drinks and snacks?

Libbey - Yes.

Fernanda, Libbey

PASSES: 10-0-0

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

a. Officer Reports:

i. PRESIDENT REPORT: Sonia - We have 12 booths for Club Fest which is super cool. Went to the first ICC meeting with Emma last Friday. She did an awesome job. Over the weekend dropped off the check for boba at Club Fest and went to Costco for food. Please promote Club Fest to everyone you know, tell your professors about it and message them to announce it in class. Met with Kayla and Emilia to discuss Woman's History Event. Thanks to everyone that came to Coachella.

ii. VICE PRESIDENT REPORT: Emma - A lot of the things Sonia said are the same as what I have to say. We had Welcome Week, I was there Monday and Wednesday. It was fun meeting people and feeling the energy. Met with Tea to plan Club Fest. Had my first ICC meeting which I was nervous about but it went really well and I have another one after this today. I'm hoping to get more clubs on campus this semester. Also I had my IPC meeting.

iii. STUDENT TRUSTEE REPORT: Juan - I've done a lot this week with contacting the President's assistant like getting the information they need from me, pictures and bio. Scheduled a meeting with President Kuhn for Monday. On Tuesday, there's going to be a board of trustees meeting I will attend, I'll be reporting a bunch like what's going on with ASCOM such as our board is full, our events, what we're trying to do to get people involved with campus. I think that wraps it up.

iv. SECRETARY REPORT: Emma Rose - I met with Sadika on Tuesday to go over how to do the agenda and minutes. I also helped out with Welcome Week on Tuesday as well. That's pretty much it so far.

v. TREASURER REPORT: Kazuki - This week was my first week as an ASCOM member, I helped with the event, but I think most students maybe don't know about the events. If we can spread the information about the events better that would be good. It's been fun and I was glad to meet people.

vi. SENATOR – TECHNOLOGY: Kayla - I went to Comchella and Welcome Fair. I went to the technology meeting. Met with Emilia and Libbey to discuss woman's history event.

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

Fernanda - This week was crazy. I was able to go to some of the events and volunteer. I didn't go to the the first one however I did sign up so that was my fault. I had my one on one with Sonia yesterday, we discussed the events and how everything is going. We sent an email on Tuesday to the new members to meet up. I also went to my committee meetings this week.

Libbey - I did not have a one on one but I will next week. I also went to Comchella which was fun, we had a good turnout. I also talked with Emilia and Kayla about helping out with their event. I'm also going to look at a committee to join so I'll get on that as soon as possible.

viii. SENATORS (2) - PUBLIC RELATIONS & MARKETING: Emilia - I was not able to attend the events this week. I made the black history month poster which I'll be sending out today for review.

Marie - I started taking pictures for our new board members to be added to our poster. I've also been hanging up posters.

ix. STATE STUDENT SENATE REPRESENTATIVE REPORT: Faiz - This week I met with Fernanda for black history month, getting all that sorted out. We both had a meeting with Umoja. Had my one on one with Sonia, met with Emilia to get our posters done. I attended all events which went really well.

x. ESCOM REPRESENTATIVE REPORT:

xi. ASCOM ADVISORS REPORT: Tea - I want to graduate you all for your first week in person, I hope you all rest this weekend because that was big. Thank you all for collaborations for Welcome Week, it wouldn't have

felt as energetic and lively without you all. It feels so great to have a full board. At these programs you've been elected to represent the students. Student are starting to follow you on Instagram, so make sure to introduce yourselves. It might be uncomfortable but get on the microphone and introduce ourselves to let student show who their leaders are for these events. Even stepping away from the table, talk to folks, invite them over to the table. Now that you're on campus there's lots of opportunities to expand your reach and engagement. Thank you for being a part of Comchella and resource fair. Thank you for what y'all did. Make sure to be responding to emails and slack messages within 24 hours during Monday through Friday. Make sure that when you sign up for things when you show up. Make sure that you all are wearing your masks inside the ASCOM office, which is the campus policy. Step outside if you're unable to do that. Hold each other accountable. Sadika and I are here, we will be setting more one on ones with you all. Feel free to drop into our office and let us know what you need. Looking forward to the programs next week.

xii. Sadika - Thanks Tea. Congratulations, and welcome again. Keep in mind in terms of snacks, think about packs where its closed packs of items so people aren't touching the food with their hands. Please wear the gloves. Big kudos to Kayla for posting throughout the events this week. It's gaining traction. Thanks to Greg Nelson, he's very supportive. During reports make sure there's no conversations, its one person at a time. I wanted to share food access, let people know on Wednesday there is food for people to take home. If you see my office with the window open, I'm available. Otherwise I am in a meeting. If you have more immediate questions, I recommend going to Tea first if she's available.

xiii. Committee Reports:

i. COLLEGE COUNCIL REPORT: Sonia - We had our first meeting yesterday, Emma got to introduce herself as a new board member. Talked about covid protocol. Mask mandate is being lifted next week but it's not applied here. EPC also came and talked about what they're planning.

ii. GOVERNANCE REVIEW COUNCIL: Faiz - We had a meeting the first week of February, we briefly talked about the PGS survey but lots of the committee members haven't read it yet. For next meeting we're gonna go over it then hopefully get it finished next meeting.

iii. PLANNING AND RESOURCE ALLOCATION COMMITTEE: Fernanda - We met last week and we have our next meeting this coming Tuesday.

iv. EDUCATIONAL PLANNING COMMITTEE: Emma - We had a meeting on Monday. The committee has a six year plan, we are almost at the end of the plan so we're getting ready for the next plans. We're gonna have a couple weeks off after next week because there will be a task force of people working on specific goals. We're going to meet again on March 28th.

v. FACILITIES PLANNING COMMITTEE:

vi. INSTRUCTIONAL EQUIPMENT COMMITTEE:

vii. PROFESSIONAL LEARNING COMMITTEE: Emilia - Wasn't able to attend.

viii. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE:

ix. TECHNOLOGY PLANNING COMMITTEE: Kayla - They were editing a survey they're sending out to the Staff about the technology they need.

x. INCLUSION, DIVERSITY, EQUITY, AND ACTION COMMITTEE: Marie - I didn't attend the meeting last Friday because of the goodie bags.

xi. COMMUNITY HOUR COMMITTEE: Fernanda - We met on Monday, we were just discussing the events. If we want publicity for our events, we can send it in to the person in charge of putting events on social media for COM.

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.*

Sonia - We have a calendar we've been using on Google Drive. Please add your schedules. It is all shared with you. Each officer has their own folder. If you haven't updated your folder yet please do that as soon as possible.

Fernanda - On Tuesday we also had the police task force meeting and Stormi gave us information about the police review. We all gave our opinions.

Marie - Should I make a poster that says "follow us on instagram"?

Sonia: That's a good idea

Emma: I'm gonna send out an email later today with office hours, please confirm so I can make a poster to put it up in the office.

Emma Rose: I also would like to remind everyone that the new deadline to submit agent items will now be Tuesdays at 10am.

Juan: Can someone go over the Google Calendar?

Faiz: I can help you with that.

Sonia: Can everyone please re fill out the availability form for one on ones because I know schedules have changed recently.

I. Public Comment

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Sadika - As Emma Rose said, she will be receiving all the agenda items so please send them to her. Kayla please send Gmail information to new members. Faiz please connect with new members after the meeting about what general assembly is.

II. Adjournment: Fernanda, Emilia. 10:30am

ASCOM President

ASCOM Advisor