



Student Services Building, Room 241
College of Marin-Kentfield Campus
835 College Ave, Kentfield, CA 94904
Regular Meeting MINUTES
February 25, 2022
9:30 a.m. – 11:00 a.m.

CLOSED CAPTIONING: ICS INSTRUCTIONS

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- a. Order of Business Call to Order: 9:32am
- 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)		

ASCOM ADVISOR: SADIKA SULAIMAN HARA AND TEA PERALES

AUXILIARY MEMBERS:

MEMBERS OF THE GENERAL PUBLIC: David Patterson

a. Adoption of the Agenda

Juan, Fernanda

b. Approval of the Minutes

Faiz, Kayla

c. Public Comment

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 COMmon Read book purchase NTE \$2,500 from acct.#7300.11 (Intrfund MCCD). Presentation by Librarian Dave Patterson.

Fernanda, Emma M.

Dave: I'm a big fan of ASCOM, of course that sounds a little self-serving since I am asking for money, but it is true. I am going to share my screen. I am asking for \$2,500 and I'd like to use that money to buy more books. Last year ASCOM gave us \$5,000 dollars to buy COMmon Read books by Isabelle Allende. We bought a *Long Petal of the Sea* which was written in Spanish. Isabelle Allende is the most popular Latinx writer, and she lives in Marin. She writes in Spanish and her books are translated to English. Thanks to you we were able to buy books, but we realized we are running out. We want to buy her book, *Eva Luna*, that has 23 short stories. It's about 200 pages long, and each story is about 10 pages. Blaize Woodlief, an English professor, said she's excited to invite Isabella Allende to come to COM. She's coming on Thursday, May 12 at 6:30. We need short stories since not everyone wants to read a 300 page novel. We are asking to buy 170 copies of the short stories. We have already used some of the library's money to buy some. This book is not just for Latinx students, but everyone can be proud to live in Marin with Isabella Allende; she's a feminist, she writes about topics important to COM students like immigration, democracy, race, gender. She writes in a captivating way so that students are excited, and they want to be part of a bigger story. So, I'm asking for \$2,500 . It won't break our bank if you say no, but if you say yes, we'll be very grateful. I'd love to take questions if there are any.

Motion to roll call vote: Emilia, Emma M.

PASSES: 10-0-0

- b. Discussion on Club Fest debrief. Presentation by President Sonia Saltzman, Vice President Emma Mitteregger, State Student Senate Representative Faiz Khaliq.

Faiz, Fernanda

Emma M - As you all know we had Club Fest on February 15th and 16th. This is our debrief presentation. It was really awesome and big and I feel like we all had a really great time and really learned from it. We wanted to share our tips and recommendations for what went well. Thank you to everyone for coming and for helping. It wouldn't have been that smooth if it weren't for all of you.

Sonia - I appreciate everyone who volunteered. The location was amazing because lots of students were already passing by. It's bigger than where we've previously had it, so it was good for social distancing. The boba and pizza were very popular so that drew in a lot of students. Communication and early-stage planning went well. The free goody bags and T-shirts was popular, shoutout to Greg Nelson. Because of all these things, we had high engagement on all our social media platforms. We highly recommend doing that again. 12 clubs were there, we also had some student services present like enrollment services and maps. All the club booths did a great job decorating. We will post a montage video on Monday.

Emma M. - The biggest challenge was communicating with all these clubs. We also underestimated the scope of how big the event was going to be. It was hard to get donations for food or coffee and lots of places didn't respond. Set up and clean up, we underestimated how long this would take. It's a lot different than zoom. That was something that needed more time than we anticipated.

Sonia - If you are signed up to volunteer at the event, the expectation is that you show up so please we need more people to help set up in the future.

Emma M. - Everyone seemed to have a really great time and brought cool decorations.

Faiz - Some recommendations we have is to make sure you're planning it well in advance. Work with Greg Nelson for donations. Keep track of budgets to make sure we don't spend too much money. We need to make sure that everyone that signed up was able to help and send out the signup sheet earlier. If you're ordering food, make sure to order well in advance because it can take a while to get here.

Sonia - Any comments?

Libbey - I think it went well.

Kayla - People really enjoyed the free snacks.

Sonia - I love how so many people just came for the boba.

Libbey - I liked it too, I joined some clubs while I was there.

- c. Discussion on Valentine's Day Event debrief. Presentation by Senator of PR & Marketing Marie Schoenborn and Senator of Student Activities and Services Fernanda Davila.

Juan, Libbey

Fernanda - I think something that we did really well is we tried to communicate with each other as much as we could. We'd meet in the ASCOM room when we had time and discuss what we needed. Something I feel we could've worked on was paying more attention to the deadlines because sometimes most things we had to buy at the last minute but I think we could do much better next event.

Marie - The event was awesome, lots of people showed up, it was exciting to have the first in-person event. We had lots of good ideas and different stations. The wind was making things fly away. Some of the tables weren't set up so we had to figure it out last minute. We put lots of effort into making handmade things, so I think it went well but we could've planned out earlier.

Fernanda - At first it was Max who was supposed to be working on the event so when we decided who was going to do the event it was already kind of too late.

Faiz - people really like the food and cookies.

Fernanda - We had about 80 people in total because we had 80 cookies and almost everything was gone by the end.

Juan - It was very interactive. I think you guys did a great job.

- d. Discussion on Black History Month Movie Night debrief. Presentation by State Student Senate Representative, Faiz, and Senator of Student Activities and Services, Fernanda.

Faiz, Fernanda

Fernanda - I think for this event we had a good communication because we see each other all the time and I think we tried to divide the work. I feel like we should've followed the checklist in the office but I forgot to talk about the checklist, so I feel like that's why most of the posters were out the day before the event not 2 weeks before. So not a lot of people came to the event.

Faiz - I think we had a great turnout, but we could've planned out sooner, checking the checklist, having everything done sooner than we did. I want to apologize to Emilia. We could've communicated a lot more about what we needed from people. We had about 30 people there at one time.

Fernanda - I appreciate everyone that came to help or stayed for a bit. Thanks to everyone that helped create the poster.

Sonia: I loved the movie. I think it went really well, set up was awesome. So thank you.

Marie – There were way more people than I thought there would be. Seemed like a nice chill environment.

Juan - I was going to say that it was cool to see that many people, especially at night.

Sadika - I think the turnout was exceptional. We've never had that many people indoors at an evening event. It was like a movie theater. Big kudos to you on that. Fernanda and Faiz already know my thoughts on the planning. This is a good example of the importance of communicating well in advance with all parties. The last-minute movement of any programs causes challenges and stress. We don't want you to

be flustered, just to be present and do what you need to do. So let's use this as a learning experience, make sure your checklist is up to date and communicate in advance. Make sure you are cleaning up the ASCOME room after the event.

- e. Discussion/action to amend December 3, 2021 minutes, item b, "Discussion/action NTE \$1,500 for Club Fest from account# 4500.04 (Event Supplies)." to amend to discussion/action NTE \$1,750. Presentation by President Sonia Saltzman, Vice President Emma Mitteregger, State Student Senate Representative Faiz Khaliq.

Fernanda, Faiz

Sonia - Basically, we did go over budget, the event was a lot bigger than we anticipated, like spending more money on pizza and table decorations. So, we are asking for an additional amount, however does anyone have any questions?

Motion to Roll Coll Vote: Fernanda, Libbey

PASSES 10-0-0

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

Fernanda, Emma M.

Emillia - Woman's history month's poster is basically done, we are getting ready to print. On Monday we are going to order the things we need for the event. We'll send out an email to sign up.

Emma M - We are meeting for Earth Day today at 11:30 to do a little brainstorming because I think we have weeks until this event, so we are on track. We'll get together next week to start planning, but we do have 8 weeks.

Fernanda - For your events please contact me and Libbey to meet up and see how the event is going and see if you need any help or support.

Sonai - New board members are meeting with Libbey and Fernanda after this.

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

a. Officer Reports:

i. PRESIDENT REPORT:

Sonia - I had my one on ones with everyone, everyone is doing a great job so far. I'm excited to see how creative you guys are being. I had my check in with Sadika this week. I attended black history movie night and Valentines event. Club fest happened, so relieved to have it over with. I'm happy with how it turned out. People were able to get a lot of signups. Emma and I have been talking about a team bonding day, like an escape room which is in our budget. If you could all fill out the availability form soon, that would be amazing. We can get that approved once we choose a date.

ii. VICE PRESIDENT REPORT:

Emma M - I had my one-on-ones with Sonia and Tea to check in, I had my ICC meetings where I do lots of presentations and emails. Clubs have questions and what not but I would like to report we have 2 more clubs on campus, art club and volleyball

club. Both of them got a lot of new members and I think we're really excited and now we have 12 clubs on campus. Some clubs are planning on doing fundraisers and events so I'll keep you updated on those. I finished the office hour poster.

iii. STUDENT TRUSTEE REPORT:

Juan - There was a follow up meeting with the board of trustees on housing, I've been doing my homework on that topic since it's been going on since 2017. I've been trying to find out more information on that so I can give more of an educated opinion on the topic at board meetings. I met with vice president Elridge this morning who offered to help me throughout this whole learning process.

iv. SECRETARY REPORT:

Emma Rose – I attended the Valentine's day event, Club Fest, and the Black History Month event. I enjoyed them all. I met with Sonia for my one-on-one and everything is going well so far.

v. TREASURER REPORT:

Kazuki - This week was my first time working as Treasurer, I made a table for the budget. I had some experiences in managing a budget in high school, but this is a lot bigger, so it was confusing at times. The club fest was very nice. I cleaned up the ASCOM office during my ASCOM office hours. Do you guys have a vacuum to clean up?

Sadika - Don't worry about it, we can ask someone to come and do it.

vi. SENATOR – TECHNOLOGY:

Kayla - I went to Valentine's Day and Club Fest, both were really great. I'm meeting with Sonia after this for my one on one, I met with Libbey yesterday. I posted on Instagram. That's pretty much it.

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

Fernanda - On Tuesday, Libbey and I met with Tea and we discussed how ASCOM is going, how we're feeling. Faiz and I had our movie night. I was happy with our outcome. I also was talking with Emelia yesterday about how her event went. Today we're having our meeting with the new members of what they are expected to do. I think we also have a one on one with Sonia today as well.

Libbey - Our one on one is actually on Tuesday. I also went to club fest, it was really fun. On Tuesday we had our one on one with Tea to go over communication and learn from everything that's happened. Wednesday, I could not make the movie night event. Thursday I met with Kayla and Emilia to figure out when we're getting the post and getting our supplies.

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

Emilia - I also attended the vents, great job everyone. I had a check in with Sonia and that's about it.

Marie – After Valentine’s day was a lot of work but I still went to club fest and checked in on the movie night. I had a one on one with Sonia and Emilia are making new posters for the candidates.

ix. STATE STUDENT SENATE REPRESENTATIVE REPORT:

Faiz - I went to all the events, they all were really good. I had SSCCC meeting this week which I did a delegate report on that. I am waiting for the meeting minutes to read what was talked about there. I had a one on one with Sonia. I met with Tea to talk about Assembly.

x. ESCOM REPRESENTATIVE REPORT:

xi. ASCOM ADVISORS REPORT:

Tea - Congratulations to you all on the extraordinary work you’re doing. The board that was last in person here was significant and now you really are bringing such a spirit and engagement to the campus. I met with President Coon yesterday and he pointed out how great life has been on campus. It really is having an impact, even looking at the photos makes me excited and wish I could go to the events. Even the small things are having a huge impact on the campus. As Faiz said, we are planning for general assembly. Being in touch with folks who are attending. I want to remind folks that I am in my office on Tuesdays, Wednesday and Thursdays. Feel free to drop in. If there's a sign then I'm in a meeting. The other day Libbey and Emilia had a quick question and they came in, that's the benefit of being in person. Thanks again to Kazuki for cleaning the office. Please continue keeping things tidy. Make sure the fridge, people are only please asking before you eat something in the fridge. Thanks, folks, for opening the door when the doorbell rings. When you answer the door that's a great opportunity to introduce yourself. Just a reminder after your program is complete to take your posters down. Just a reminder that when people come to ask for money, make sure to ask questions like where else they're getting funding from, if our logo can be put on their materials.

Sadika – Congratulations to everyone. When you do your events, remember there are things that don't go as you planned, which is ok. Focus on the win. The fact that Dr. Coon is applauding you, I hope you are relishing what you are doing great on campus. Thanks to folks that responding to attending the political women in action luncheon. There will be 3 people attending that. Elections are coming up so Emilia and Marie thank you for getting back to me on those posters. General elections are the following week. Come if you can. I'd love for people to hear your experience on the board. That dominoes quickly, I'm going to start adding an agenda item for the following meetings. As a standing item until we end elections. I will also share that I am on the commencement committee. I choose student speakers to speak at commencement. I am encouraging you to apply when you become a commencement speaker. That also comes around soon.

xii. Committee Reports:

i. COLLEGE COUNCIL REPORT:

Sonia - We didn't have a meeting.

ii. GOVERNANCE REVIEW COUNCIL:

Faiz - Our next meeting is on Wednesday.

iii. PLANNING AND RESOURCE ALLOCATION COMMITTEE:

Fernanda - We had a meeting last week. I forgot what we discussed. Our next meeting is this upcoming week.

iv. EDUCATIONAL PLANNING COMMITTEE:

Emma M. - We are done with reporting on the previous plans . So now we are having a little break until the end of March because now they've formed task forces, focus groups, where they review our recommendations or make new plans. I will report back on that at the end of March.

v. FACILITIES PLANNING COMMITTEE:

vi. INSTRUCTIONAL EQUIPMENT COMMITTEE:

vii. PROFESSIONAL LEARNING COMMITTEE:

Emilia - I had my first meeting this Wednesday. I met all the people on the committee and it was great. We talked about trying to implement more mental health support to the students and figuring out a way to ask the students what they need and provide more than what we have right now.

viii. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE:

ix. TECHNOLOGY PLANNING COMMITTEE:

Kayla - I mentioned it in the last meeting we had, I think we are meeting in the new few weeks.

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

Marie - We have a meeting today right after this meeting.

xi. COMMUNITY HOUR COMMITTEE:

Fernanda - We had a meeting on Monday . We were discussing cancelling the town hall for this month and having it in April. We were discussing about the possibility of doing town house only 2 times a semester. We were seeking programs that would like to do extra events for because we are still having some gaps between community hour dates. I was going to ask the Puente program advisor if she would like to do any events but she said we might not be able to because we want to have time and ours schedule is busy in Puente right now.

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.*

Faiz - One thing I forgot to mention is we have a list of all the motion resolutions for general assembly. And I'll make a google form with information on it.

Juan - The most recent thing that the board of trustees is trying to work on right now is faculty and staff housing, so I've been doing my homework on that, but I'd like to make it a more collaborative process

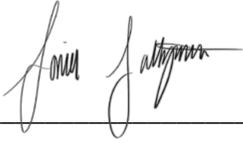
since I'm a representative I want to represent everybody. I'll get in touch with Emma Rose to make it an agenda item for next week.

Fernanda - We had our police task force meeting; we were discussing the cameras on campus and how many we have and where we have them. We were also thinking about adding more into the parking lots. We were also talking about SAS to help with testing. I was giving my opinion about how it might give certain people more anxiety who are taking tests would feel more stressed with cameras watching them.

I. Public Comment

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II. Adjournment: Juan, Marie 10:36am



ASCOM President



ASCOM Advisor