



Student Services Building, Room 241
College of Marin-Kentfield Campus
835 College Ave, Kentfield, CA 94904
Regular Meeting MINUTES
March 4, 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. Appointed 2/04/22	X	
SECRETARY EMMA ROSE NEAL Appointed 2/04/22	X	
TREASURER KAZUKI YAMASHITA Appointed 2/04/22	X	
SENATOR – TECHNOLOGY KAYLA ALIZADEH Appointed 1/12/22	X	
SENATOR - STUDENT ACTIVITIES & SERVICES FERNANDA DAVILA	X (Tardy 9:44am)	
SENATOR - STUDENT ACTIVITIES & SERVICES LIBBEY DENNY Appointed 2/04/22	X	
SENATOR – PUBLIC RELATIONS & MARKETING EMILIA RIVERS Appointed 1/12/22	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: Ryan Byrne

a. Adoption of the Agenda

Libby, Emilia

b. Approval of the Minutes

Marie, Faiz

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/co-sponsorship request for the Don Barksdale Court dedication on 4/29 from 4-6pm. Presentation by Director of Athletics and Kinesiology, Ryan Byrne.

Juan, Marie

Ryan - Thank you for having me. I will show a brief video of what we will discuss. Don Barksdale attended College of Marin in 1941 and 1942. He was the first African American on the US Olympic basketball team, one of first 4 drafted into the NBA in 1951. First African American all-star in 1953. He's in the MBA Hall of Fame and our Hall of Fame. Our court has been named after him which is the first facility of any kind at COM named for an African American person. It's a momentous occasion. I'd like some help in promoting this documentary about Don Barksdale. This isn't just about basketball, he's a well-known DJ, spoke out about important things, and well known in bay area's history. It's special he's a College of Marin alum so what I would like to do is share a little about what we will be doing for the court dedication and recognition. We already named the court, but we couldn't do much because of covid. We're planning on making this special. You guys are one of the key areas of promotion. Our student athletes will be invited. One other area we are doing is working with a group called Play Marin. We're planning on bringing a bunch of kids out to interact with our student athletes. I want to engineer an opportunity for our students to engage with youth. I'd love to have your help with promoting and invite as many people as you can.

Sonia – In regard to promotion, do you have a flyer that can be sent out to students?

Ryan - We are right now primarily advertising on social media so I can share some things for you to post on your Instagram page.

Sadika – Are you doing sandwich board posters?

Ryan – We haven't put an order in yet, but do you recommend it?

Sadika – Kayla could you post a small clip of the documentary on social media, maybe start in mid-March?

Kayla – Yes.

Ryan – Fantastic, thank you

Sonia – Does anyone have any questions or comments?

Sadika – Do you all want to give tips for what you do at events that bring people in?

Marie – Definitely promote drinks and food.

Ryan – We're also wanting to do music as well, so if you have a DJ you recommend that would be great. Sonia –

I recommend you talk to Tea, she knows all the DJs.

Ryan - I appreciate all your time and suggestions, this is very helpful.

b. Discussion on Check-in Question. Presentation by President Sonia Saltzman

Marie, Fernanda

Sonia – I want to reimplement the check in question: what is the high and low of your week?

Fernanda – The high was the chance being with everyone and meeting new people and the low was probably having a lot of things at the same time.

Faiz – My low is I had a math test but now it's over, my high is probably having fun and hanging out.

Kazu – My low is I had a test; my high is I finished my car's repair.

Marie – My low was my car being broken again; my high was my car being fixed again.

Kayla – My low is my house has a wasp problem; my high is that I have killed some of the yellow jackets. Libbey –

My low is yesterday one of the kids had a tantrum, my high is I got to facetime my dog.

Emma – I don't have a low, but my high is going to the Mitski concert tonight.

Juan – My high is that I've been working on some important projects that I'm passionate about, and my low is that I had a flat tire this morning.

Emilia – My high is that I got to hang out with a friend I haven't seen in a while.

Sonia – My low is I got braces; my high is I got to go to my brother's volleyball game, but it was fun to watch even though he was benched the whole time.

Tea – My high was that there was a pink sunset last night, the low is I felt tired when I came home

Sadika – My low is I did not get good sleep last night, but my high is my puppy has been doing so much better.

c. Discussion/presentation on ASCOM budget. Presentation by ASCOM Treasurer, Kazuki.

Fernanda, Emilia

Kazuki – I'm going to talk about our budget, and I will tell you the expenditure and budget from January 28th to February 25th. We spent \$2,630 by February 25th. For printing we did not have any expenditure, so it is still \$1,500. I think we have printed any times so if you have any expenditure on printing, please let me know. The intrafund transfer, we have spent \$2,500. I would appreciate it if you all stayed mindful to minimize spending. Thank you.

Sonia – Does anyone have any questions?

Fernanda – So if we send something to print, do we have to put it into the budget sheet?

Sadika – The billing for the printing comes monthly to the office. It's already incomed by ascom. So Kazu we just need to connect a the end of the month so you can deduct the amount.

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

Fernanda, Libbey

Juan – As I mentioned last week, this is something that has been discussed at Board of Trustee meetings, so I just wanted to get your perspectives on it. From 2019, President Coon reported the employee housing project was put on hold due to the pandemic. The survey flaw of the employee housing interest was that it had a very low response rate of 35%, which suggests that most employees aren't interested if they didn't even respond. Of those that responded, only 7 employees are interested in paying the market rate. Employee houses can help since less than 50% of the distract staff lives in Marin County. What's been brought to the table is a land lease to the state where the state takes over a piece of land, most likely at IVC to be in charge of building everything. The issue is that the state has power over that land, so COM faculty will only get a certain number of slots.

Emma Rose – What do you mean by certain number of slots?

Juan – Since the state is building it, it'll also be given to other district employees like Novato Unified School District.

Faiz – When was the survey taken? If it was taken pre-pandemic, maybe they should be thinking of sending out another survey since people's situations have changed.

Juan – I'm not sure.

Marie – Does the state pay for everything?

Juan – Yes, the state pays for everything. COM just must pay around \$2,000 to do an environmental report on the land.

Emma Rose – What is the housing like? If it's apartments what is the size like because some professors may be single or have families.

Juan – It's just apartments.

Sadika – Let's put this on the next agenda so Juan can send these documents to you to review.

e. Discussion/action to approve ESCOM share of Student Activities income/fees for 2020-2021 in

the amount of \$1320.00 (\$660 per term) from ASCOM account #8890.13 (Student Activities Income) to ESCOM account #8890.07 (Student Activities Income). Calculation based off of 1,650 members. Presentation by Sadika.

Emilia, Faiz.

Sadika – Kevin has talked about what ESCOM is and what they do, they do serve our lifelong learners, most are 50 and older. This group is specifically here to provide programming, outreach, services, to the adult population. That population might not come to the ascom events. In 2014 there was an agreement that ASCOM would give a share based on the number of enrolled students of ESCOM a share of money. This is the share for last year. This is voting on giving that money to lifelong learning so the program can continue to the group. It's very minimal.

Faiz – What do they do with the money?

Sadika – They host different types of series where there will be speakers, they have different types of clubs. This funding supports those efforts. There's been a lot of programs about zoom, healthcare, covid. They have a webpage, so you're welcome to look at that.

Sonia – Are there any other questions?

Marie, Fernanda

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

Fernanda, Marie

Libbey – We got a poster for women's history month, we met with Fernanda to give updates.

Emilia – I think it's going good, we sent out a signup sheet. Posters are out.

Emma Rose - For Mental Health Event, Kazuki, Emma and I met last week to come up with some ideas. We're thinking of having a station with goody bags for people to take with wellness related things. We were also hoping to have the student psychology services come but they cannot make it. However, I am planning on contacting the BACR who does outreach to the community about their mental health services. We're also thinking of having smoothies, Emma contacted a smoothie place and it's \$500 for 100 smoothies. We still must do more research on that. Patty France, an English professor, is also doing an event at the same time as us, it's a poetry event. We decided it would be a good thing so there would be more attendance at both events. We're also planning on having a whiteboard thing where people can come up and write self-care ideas and what they're grateful for.

Marie – We want to get plants for people to plant themselves on Earth Day and have people do artwork on the pots. We want to collaborate with the art club and environmental action club.

Fernanda - I already had meetings with both events. We're still figuring out when to meet for Earth Day.

Sonia – I have been noticing that some events are not following the timelines. I know it's easy to put things back. Please stick to the event timeline. If you're not able to, please let us know. I don't want to see this to continue to happen.

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

a. Officer Reports:

i. PRESIDENT REPORT:

Sonia – I had my one on ones with everyone this week. The drama club emailed me about their play and helping with promoting it. I've been trying to schedule our group bonding activity, but I'm still waiting for everyone to fill out the availability form.

ii. VICE PRESIDENT REPORT:

Emma M – Planning mental health, had an ICC meeting and they are deciding the meetings will be biweekly from now on. There's a new data science club. Had a one on one with Tea.

iii. STUDENT TRUSTEE REPORT:

Juan - I've been trying to do as much research as I can on what we discussed earlier. I'm meeting with President Coon on the 16th. I have a board of trustees meeting next week.

iv. SECRETARY REPORT:

Emma – I met with my group about the mental health event, I am contacting the BACR to see if they can be involved.

v. TREASURER REPORT:

Kazu – Had a meeting with Sadika this week to make the presentation on the budget. There are still many things I don't know what to do but I'm working hard to learn it all. I met with mental health event. I think it's great to be in the ASCOM office.

vi. SENATOR – TECHNOLOGY:

Kayla – I met with Libbey and Emilia for our womans history month event which is next week. I posted a few things on the Instagram.

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

Fernanda – I met with Sonia and had a one on one on Tuesday. We discussed how events are going, if people need help. I emailed the mental health event leaders and earth day leaders to discuss when they would like to meet.

Libbey – I met about our event.

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

Emilia – I met with Marie to make the candidate posters and hung up the posters for Women's history month. I talked with Neqeshé about ordering stuff for the event.

Marie – Finally finished the ASCOM members posters.

ix. STATE STUDENT SENATE REPRESENTATIVE REPORT:

Faiz – We are getting ready for general assembly, please respond to the email Tea and I sent you all about the information we need. I met with Sonia for our one on one.

x. ESCOM REPRESENTATIVE REPORT:

xi. ASCOM ADVISORS REPORT:

Tea – Make sure you're welcoming people who ring the doorbell at the ascom door. I want to highlight the time line of programs getting done and responding to email in a timely manner. I'm still waiting to hear from you Fernanda about your information for General assembly. At the end of each semester there will be a self-reflection survey and a peer review. What are the areas you did really well and what areas could do with more growth. Start thinking about your transition binder.

Sadika – I wanted to clarify who you need to send emails to. Any absence, anything to do with the agenda, proxy, change of schedule, that needs to include Emma Rose Neal, not Emma M. Please write that down for yourself. I know Emma M. has been included on approvals. They just need to go to me, Tea, and Sonia. I want to update on elections. I've emailed out to the folks who have shown interest at club fest. The first candidate orientation will be next week. I want to encourage everyone to continue advertising your events in the classroom. Finally, remember to clean the conference room you're in.

xii. Committee Reports:

i. COLLEGE COUNCIL REPORT (Sonia):

Sonia – We went over that the mask mandate will continue despite it being lifted in Marin. The commencement will likely be outdoors and there's an application for speakers if anyone is interested in applying.

ii. GOVERNANCE REVIEW COUNCIL (Faiz):

Faiz – We had a meeting on Wednesday, looked over the PGS survey and who all filled it out. It basically goes over all the committees and how we can get more people involved and why people stopped being involved.

iii. PLANNING AND RESOURCE ALLOCATION COMMITTEE (Fernanda):

Fernanda – We had a meeting on Tuesday from 1-2 and we discussed the salary schedule for each staff. We also discussed the vacancy jobs and we also talked about the percentage of health and welfare increase. Last year it was 1.4% and this incoming year it will be increasing 6%. We talked about 10% inflation. For transportation it will be going up 4 dollars. We're thinking about voting on next week about material fees.

iv. EDUCATIONAL PLANNING COMMITTEE (Emma M.):

Emma M – No meeting this week.

v. FACILITIES PLANNING COMMITTEE:

vi. INSTRUCTIONAL EQUIPMENT COMMITTEE:

vii. PROFESSIONAL LEARNING COMMITTEE (Emilia):

b. Emilia – No meeting this week.

i. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE:

ii. TECHNOLOGY PLANNING COMMITTEE (Kayla):

c. Kayla – Not able to attend

i. INCLUSION, DIVERSITY, EQUITY, AND ACTION COMMITTEE (Marie):

d. Marie – Meeting right after this

i. COMMUNITY HOUR COMMITTEE (Fernanda):

Fernanda – We will have our meeting on Monday.

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.*

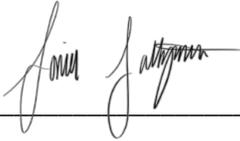
Emma Rose – I’ve noticed how the Instagram posts could probably be higher quality, it looks a little blurry sometimes.

Kayla – That’s because I’ve been screenshotting the emails because I don’t know how to save the photos. So can everyone please text me the posts so I can save them on my phone with good quality.

I. Public Comment

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II. Adjournment: Juan, Fernanda 10:44am



ASCOM President



ASCOM Advisor