



College of Marin-Kentfield Campus
835 College Ave, Kentfield, CA 94904
Regular Meeting Minutes
November 19, 2021
9:30a.m.-11:00 a.m.
ASCOM MEETING
ICS INSTRUCTIONS

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- a. Order of Business Call to Order: 9:40
- b. Roll Call

OFFICERS	PRESENT	ABSENT
PRESIDENT ANA CAMACHO	X Tardy 9:38am	
VICE PRESIDENT SONIA SALTZMAN Proxy: Emma Mitteregger	X	
STUDENT TRUSTEE JUNIPER YOSHIHARA Proxy: Emma Mitteregger	X	
SECRETARY MARK RAMIREZ	X - Tardy 9:38am	
TREASURER VACANT		
SENATOR – TECHNOLOGY HALEIGH BROWN	X	
SENATOR - STUDENT ACTIVITIES & SERVICES FERNANDA DAVILA	X	
SENATOR - STUDENT ACTIVITIES & SERVICES MAX BUKOW	X	
SENATOR – PUBLIC RELATIONS & MARKETING	X	

EMMA MITTEREGGER		
SENATOR – PUBLIC RELATIONS & MARKETING MARIE SCHÖNBORN	X	
STATE STUDENT SENATE REP. FAIZAL KHALIQ Proxy: Emma Mitteregger	X	
ESCOM REPRESENTATIVE VACANT (NON-VOTING MEMBER)		

ASCOM ADVISOR: SADIKA SULAIMAN HARA AND TEA PERALES

AUXILIARY MEMBERS:

MEMBERS OF THE GENERAL PUBLIC:

- a. Adoption of the Agenda

Emma, Fernanda

- b. Approval of the Minutes

Marie, Emma

- 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)*

Kevin: We did an ESCOM leadership meeting yesterday. Greg Nelson, the VP of administration for the College, did present to us for about an hour and a half. It does look like we will be back on campus in January. I just put into the chat, two documents. It is a timely topic, because you're gen z, your cohort, are at the crosshairs of some of the most painful and challenging times that any of us have seen. Let's talk hybrid work with Jared Spataro. He's the VP of Hybrid Work at Microsoft. Boomers and gen X'ers did pretty well with hybrid. Hybrid being where you have at least some time on premise. You folks of course had a complete virtual life. Those in the gen z category had a very bad experience. If you have what they call remote exhaustion, typical reactions are completely normal. Life-work balance is critical to getting through your day and your week. Number two, add flexibility to your day with physical and mental breaks. Number three, there's an economic Segway on the way. People in my age group are not ready for the type of economic change coming, particularly in the work places. The concept of shapeless work is now upon us. Your workday and time, being able to discipline oneself, share your private, and personal, worktime are important to be clear in your own mind about. Strong ties, like your ASCOM group, have been strengthened during this period. The weak ties, have grown much weaker because we don't see each

other socially. The week you and other groups has gotten a lot less weaker since you all don't see each other as often.

I. New Business (Actions May Be Taken)

a. Discussion/update on upcoming programs. Presentation by all.

Ana: We have Native American Heritage Day. Does anyone want to talk about it?

Emma: Juniper and I met this week. We talked about how to promote it and made an email to send out to certain professors. Haleigh posted the poster on the feed and story. The speaker who is coming is finalizing the documents. We had a hiccup there last week. It should be all ready, I will reach out to ease any concerns. Please come, next week Wednesday. I think it's super important and interesting for all of you.

Sadika: Can you send me the email that you sent out to faculty? So, I can also circulate it to the group I also send things to.

Emma: I'll let Juniper know to send it to you since she was responsible for that.

Ana: For Finals week, I have to contact Tea to ask for support.

Haleigh: Mine is the movie night and we're hoping to do the Inside Out.

Fernanda: Mine is Yoga day on Wednesday or Tuesday. See if I can switch the day, because on Tuesday I have class until 2. O, see if I could do it after or before too. I have someone in mind, I just need to conform her availability since she also has to work. I will keep you guys updated.

Emma: I'll do the Thursday event. It's going to be a collaboration with Psychological services at COM. I am in contact with Danilla and will meet her the week after Thanksgiving to talk about what we'll do. We were thinking of doing meditation or relaxation techniques. Also, she can present about what services COM is offering. The winter time is super dark, seasonal depression, and final's week stress. I think it will be fun. It will be either her or someone else on her team, but there will be someone there.

b. Discussion/action on movie rights cost for Final's Week NTE \$1,000 from acct. #4500.04 (Event Supplies), PRs to follow. Presentation by Haleigh, Senator of Technology.

Emma, Marie

Haleigh: To buy the rights it's \$195 to show it to everyone for that audience size. I would need to get that approved before I could go along and buy the rights.

Motion to vote

Emma, Max

8-0-0

c. Discussion/action to discuss the upgrade of ASCOM google drive's storage to either 100 or 200 GB a year NTE \$30 from acct.#4500.01 (Office Supplies), PRs to follow. Presentation by Sonia, ASCOM VP.

Marie, Haleigh

Emma: I'm going to do this for Sonia. We have a google drive where we store all of our documents from previous years. The storage right now is 15 GB. We are at 14 so we need more. She is requesting to upgrade it to the 100 GB version which is \$20 per year. We could also upgrade to 200 GB for \$30 per year. If we're at 14, I guess 100 is good for now. I think that will be important for future documents.

Motion to vote

Haleigh, Fernanda

8-0-0

II. Standing Business (Actions May NOT Be Taken)

a. Officer Reports:

- i. **PRESIDENT REPORT:** Ana: This week I had some 1:1s. I also met with Fernanda to talk about some events for next year. I started filling out our evaluations
- ii. **VICE PRESIDENT REPORT:** Emma: Sonia had an ICC meeting on the 17th. They request funding and now are planning an in-person Club Fest for two days. Including an IG live and YouTube video. She's also emailing with Nequeshé to give presentation to the ICC about how clubs can request funding. She also is looking for an advisor for the phone club. She's reached out to the Performing and Fine Arts Department. She would like for us to think about any faculty who might be interested. Had a co-meeting with Ana, Sadika, and Tea. Then, a 1:1 with Tea. She reached out to Ferch and Bea about planning Kudos Corner for next semester. She is also hoping to schedule a meeting with Ana sometime next week.
- iii. **STUDENT TRUSTEE REPORT:** Emma: Juniper presented a recap on the past events that ASCOM has hosted and she talked about some of the upcoming events at the ASCOM board meeting. She met with Sadika yesterday [November 18th], and she sent out emails to the history professors for a native American heritage day, and she met with Emma.
- iv. **SECRETARY REPORT:** Mark: I had my 1:1 with Sadika last Friday, I met with Fernanda on campus, I met this lady at the Wi-Fi lab who sent me her flyer for a job opportunity that pays \$20/ hour and I will be positing that on the SAA Instagram page and send it to Haleigh for her to post as well once I get her email.
- v. **TREASURER REPORT:** n/a
- vi. **SENATOR – TECHNOLOGY:** Haleigh: This week, I was working on getting the rights for the movie. We got that all taken care of now. There wasn't too much to post besides the NAHD. I posted that twice on the story, along with two other posts. The interactions on weeks where we don't post as much there is way less engagement. When he had the videos Faiz and Sonia did that was really good.
- vii. **SENATORS (2) – STUDENT ACTIVITIES & SERVICES:** Max: I met with Sadika and Tea and overviewed that we will be using the Spring 2019 ASCOM calendar to get a reference points for events that we can do in-person. It was basically reviewing those events and discussion around that.
Fernanda: I met with Tea and Sadika last night. We were discussing ways to work together. We were supposed to present the PowerPoint today but I didn't send an email to Mark. I thought Max was going to do it. That's the only issue.
- viii. **SENATORS (2) - PUBLIC RELATIONS & MARKETING:** Marie: It was a slow week. Talked to Emma, talk to Ana. Started the evaluations. I will have a 1:1 with Sadika and Tea after this.
Emma: I had a slow week too. I am still planning the NAHD event with juniper, we did the email thing. Made sure the presenter is submitting all her paperwork, so I was emailing back and forth with her. Emailed with Danila ad was in contact with the ladies for our final's week event. I have a meeting with the two of you later today.
- ix. **STATE STUDENT SENATE REPRESENTATIVE REPORT:** Emma: Faiz had a light week. He had a 1:1 with Sonia and she sent some emails for the SSCCC. He

met with the vice chair and went over the committee reports. Started doing the delegate reports. He has a webinar part two for resolution writing coming up.

- x. ESCOM REPRESENTATIVE REPORT:
- xi. ASCOM ADVISORS REPORT: Tea: Yesterday, I sent out the long awaited ASCOM Fall 2021 Self/Peer Evaluation forms. The deadline is 12/03. Our last ASCOM meeting is also the deadline for them to be submitted to me. It is required to complete this to be considered for your stipend. When you are filling this out, take the space you need to cultivate a space you need for yourself reflection. Provide honest and detailed feedback, with the intention of providing feedback to enable one another to continue to grow. We want you to be strengthening this muscle up. If there is a concern or feedback that you have for your fellow board member, one way that respect and community looks with that is going directly to the person and having the conversation about that. Be ready to really lean into this practice in-person, through this evaluation. Please take the time that it needs. Since it's a google form, it's unable to be saved. Be sure to finish it in one sitting. If there are any questions, please reach out to Sadika or myself. Do what you need to do to make sure you do not miss that deadline. There are still things that we notice that need extra attention to. Make sure if you are going to be tardy, you are contacting through email Sadika, Tea, the president and secretary. It is the end of the semester and we been providing support and reminders around this process. We will follow up if this continues to be a challenge. It not only is something in the constitution but on the community flag around respect and accountability. Haleigh, Sadika sent you an email on Monday to post the Women4Women Umoja event that's not posted yet. Please make sure that you all are checking your emails. It is expected that you are checking and replying to e-mails within 24 hours during the work week. As we wrap up, the expectation is that we see is improvement in those areas.
Sadika: I sent out a meeting invitation for the retreat. The 12th and 13th of January. Thank you folks for responding to that.
Sadika: Please plan your travels accordingly, we are giving these days in advanced, so there are no schedule conflicts. If there is an issue, please reach out to Tea and I as soon as possible. We hold this retreat at the IVC farm. So, there are classrooms that are right there. It's just a great space, it's in nature, it's a nice change of scenery. So, we'll be doing it there. Know it's a full day for those both days. No meeting next week. I am out all of next week, so starting Monday until the next Monday. I am going to try to come to the Wednesday event. I won't be as frequently available as I am. Last meeting is December 3rd. Hearing that Fernanda and Max you did not get the agenda item on for Mark, it is your responsibility. Please make sure Mark has it for the last meeting. So, we can have the programs to at least present to everybody. Your regular 1:s's stand, please make sure you're wrapping those up. Everyone should have it scheduled on your calendar.
Emma: I think Tea signed them.
Ana: I signed it too.
Sadika: Taking into consideration what Kevin was sharing. On the 29th of November, the president is having a town hall meeting for students, about the return in Spring. Please tell your friends, this is a chance to hear the president. Any questions you or friends have had. We want to make sure we have this Forum for students to come meet the president and his leadership team. Haleigh, for the rights of the movie, you need to contact Nequeshé asap so we can buy the rights. We also need to figure out how to set it up. I want you just to email the

person saying we are interested in purchasing the rights, CC Sadika. Take care of yourself folks. Next week, rest where you can. Prepare as you need to, to meet your responsibilities.

- xii. Committee Reports:
 - i. COLLEGE COUNCIL REPORT (Ana and Sonia): Ana: Our next meeting is December 9th.
 - ii. GOVERNANCE REVIEW COUNCIL (Faiz): n/a
 - iii. PLANNING AND RESOURCE ALLOCATION COMMITTEE (Fernanda):
Fernanda: We had a meeting on Tuesday and we discussed about the SWAT and work force committee. The representative talked with us, they want to make a career technical education committee. Which will be the same as the governance committee. They wanted to find ways for people to interreact with the new committee. Understand what the career technical education is, and what it's for. They are continuing to develop a timeline to show us again. We have the new PRAC for 2021.
 - iv. EDUCATIONAL PLANNING COMMITTEE (Emma): Emma: We had a board meeting on Monday. We were talking about the Masterplan. We talked about IVC goal 1, IVC goal 2, and IVC goal 3. Basically, how we can get more people to the IVC campus and what it looks like. You guys can see the goals here [shows book].
 - v. FACILITIES PLANNING COMMITTEE [Vacant]:
 - vi. INSTRUCTIONAL EQUIPMENT COMMITTEE [Vacant]:
 - vii. PROFESSIONAL LEARNING COMMITTEE [Vacant]:
 - viii. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE [Vacant]:
 - ix. TECHNOLOGY PLANNING COMMITTEE (Haleigh): Haleigh: No new report
 - x. INCLUSION, DIVERSITY, EQUITY, AND ACTION COMMITTEE (Marie):
Marie: No new report. We have a meeting after this at 11.
 - xi. COMMUNITY HOUR COMMITTEE (Fernanda and Max): Max: No new report.

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: The police task force committee had a meeting on Thursday and I couldn't make it because I had class. Professor Stormi will send me the zoom video, So I can go over it and let you guys know about it next meeting.

I. Public Comment

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II. Adjournment: 10:15 am
Emma, Haleigh

Ama Camacho

ASCOM President

Sadika Williams

ASCOM Advisor