



College of Marin-Kentfield Campus
835 College Ave, Kentfield, CA 94904
Regular Meeting Minutes
October 15, 2021
9:30a.m.-11:00 a.m.
ICS INSTRUCTIONS

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- a. Order of Business Call to Order: 9:30
- b. Roll Call

OFFICERS	PRESENT	ABSENT
PRESIDENT ANA CAMACHO Proxy: SONIA	X	
VICE PRESIDENT SONIA SALTZMAN PROXY: FERNANDA	X	
STUDENT TRUSTEE JUNIPER YOSHIHARA Proxy: EMMA		EXCUSED
SECRETARY MARK RAMIREZ	X	
TREASURER VACANT		
SENATOR – TECHNOLOGY HALEIGH BROWN	X	
SENATOR - STUDENT ACTIVITIES & SERVICES FERANDA DAVILA	X	
SENATOR - STUDENT ACTIVITIES & SERVICES MAX BUKOW	X	
SENATOR – PUBLIC RELATIONS & MARKETING EMMA MITTEREGGER	X	

SENATOR – PUBLIC RELATIONS & MARKETING MARIE SCHÖNBORN	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:

- a. Adoption of the Agenda
Faiz, Emma
- b. Approval of the Minutes
Fernanda, 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)*

I. New Business (Actions May Be Taken)

- a. Discussion on Native American Heritage Day Event speakers and performers (Nov 24th).
Presentation by Emma Mitteregger, Senator of PR and Marketing.
Fernanda, Emma
Emma: Juniper and I will have our NAHD event on November 24th. I know it's still six weeks away, but we both thought inviting someone who could speak at the event, or do a performance like a musician who is Native American, or a history teacher to talk about history and holidays they have, like how they celebrate their holidays in a way. Both Juniper and I don't really know anyone who could do that. So, I wanted to ask if someone knows anyone or has an idea of where I could contact someone. I think that could be something fun.
Sonia: I told this to you earlier, but I'll send you my grandmas' contact.
Emma: Perfect, thank you. Does anyone have any other ideas?
Sadika: So, the November President's Town Hall is actually going to be focusing on Indigenous Peoples Days, and so we have reached out to three professors. Which I think you could reach out to also, for this particular event.
Emma: Do you mind putting that in the chat?
Sadika: Oh, no problem, I'll put it in right now then.

Emma: Thank you, because I don't know how to spell stuff like that.

Sadika: I'll send it and then Mark can you just put it in the minutes and then that way Emma can grab it from the minutes, okay. I'll put it in the chat

- Ismael Lara – ilara@marin.edu
- Norman Bigeagle - Nbigeagle@marin.edu
- Eduardo Madril – Emadril@marin.edu

Emma: Awesome, thank you. Okay, and then if one of them or all three of them would come, would we have to pay them again for that event?

Sadika: We have not necessarily paid anybody, we've actually not paid anybody, but you can talk about that. If you wanted to give them, you know, a stipend or something you know. An honorarium, I mean you're a group that can do that. I think that will be really nice if you could give them an honorarium for speaking.

Emma: Right I agree. I talked with Tea, I think last week, and she mentioned that since we don't have any food, like no budget on food or anything else, we could put the budget towards people. Like presenter, speakers, musicians, something like that. So yeah, that would be good.

Sadika: So I think you would need to figure out how much of an honorarium you all are willing to offer. Put together the format, the honorarium, and then when you invite them, you want to have all that information ready. So just know though, they may be speaking on November 10th to the campus in the town hall around the same topic, but if you have something more specific, I feel like that would be really neat as a follow up.

Emma: I was actually also interested maybe in a musician. I think that could be fun too. I don't know if we could do both, like maybe a professor and a musician. Does anyone know a musician?

Fernanda: We could search it up.

Faiz: I know one, but I'm not sure if she'll be able to or not, but I can ask.

Emma: That would be great, thank you, I appreciate that. Can you guys do that until next week, would that be possible?

Faiz: I'll ask her after this meeting.

Emma: Perfect, thank you, because then Juniper and I can start reaching out to people and figuring this out. Awesome, thank you guys, I really appreciate it.

- b. Discussion/update on Día De Los Muertos event. Presentation by Ana, ASCOM President, Fernanda, Senator of Student Activities and Services, and Mark, ASCOM Secretary.

Fernanda, Emma

Fernanda: Yesterday we met with Tea, the guy from the mariachi, his name is Jorge, and Max. We were discussing possible ways to improve the sound and order of the things. We were also talking about how we're going to start the event. Are we gonna have something like an introduction, and all those type of things. We were thinking of doing a small introduction of who we are and the mariachi. Also, having a video of what Día De los Muertos is, like that it means, and then they would start playing. We're still going to talk to each other before that day. Just to get everything together. Do you have anything to add?

Mark: No, I think that was it.

Sonia: Awesome, that sounds super exciting, I'm definitely looking forward to that, thank you.

- c. Discussion/debrief on Alumni Transfer panel on October 13th. Presentation by Max, Senator of Student Activities and Services and Marie, Senator of PR and Marketing.

Emma, Fernanda

Max: So, for the recap of the event, we have like a week, don't we, to do the recap? That's just one thing I wanted to confirm. Like from the day of the event. So, we started the recap of the event, but we don't have a full recap yet because we were planning on using that first week. In terms of a quick debrief of what went well. We were able to get people from each category. We

were able to provide insight from student, college counselor, and also resources COM offers. I think the different levels of that was definitely a positive. It was nice to hear it coming from me as someone who is transferring. I think that went well. Marie, do you wanna talk about what could have gone better?

Marie: Yeah so, we realized when we we're reaching out to colleges, that their events, the events they're going to be attending, got booked pretty early. We'll put that in the folder for next year, to reach out before the four week mark. We reached out so many colleges, and also went on campus for some, but they would be like 'yeah we're sorry but our counselor is already attending events on that day'. So, I think we have to put that in the folder for next year. So that next year, people know you have to reach out before the four week mark to actually get colleges to attend. But, we were lucky to get one college, we got Sonoma State to attend. We got lucky. A lot of colleges either didn't get back to us or said that they were already booked. So that's one thing that we realized. Then, we had three students that were supposed to join and talk about their transferring process, and one of them didn't end up showing up, so that was a little bit of a bummer. But the other two luckily showed up. Those two things were something we noticed that didn't going perfectly.

Sonia: Thanks for sharing, I went to the event and thought it was awesome and helpful, so big shoutout to you guys. That was really incredible.

Emma: I agree, it was awesome. You all did a really good job. The speaker from Sonoma State, he was awesome. He was so engaging, very prepared, and I loved it.

Fernanda: I just wanted to ask, did the representative from UC Santa Barbara reach out to you guys? Did you guys email him? Because I sent you guys the email.

Marie: Nobody reached out to us, I did reach out to UC Santa Barbara, but nobody got back to us.

Fernanda: I emailed the lady, and she said she couldn't. But she gave me an email from one of her coworkers and I sent it to you guys. I don't know if you guys got it or not.

Marie: I don't know if we got it.

Fernanda: I sent it the same day I got the email.

Marie: Okay, I did reach out to UC Santa Barbara, but I reached out to the general admissions office. So, probably not that person.

Max: I didn't see where Fernanda sent that. Maybe she did, was it on slack?

Fernanda: No, I don't use slack. It was an email.

Max: Okay, yeah, I also emailed Kristen but I got no response. So, that was a little odd, because I thought we'd be able to get more context through that but nothing.

Haleigh: I know COVID makes it so hard for people to be in the events. So, one thing I would suggest for zoom events is to make sure you record in the beginning. But, overall, everything is really good and I really liked the presentation too.

Marie: Yeah, I forgot to start the record at the very beginning so the first part is cut off, which is really sad.

Sonia: Awesome, if no one else has anything to add we can move on, thank you Marie and Max.

d. Discussion on midterm grades. Presentation by Ana, ASCOM President.

Emma, Fernanda

Sadika: Ana is really under the weather, I told her to get off. Yes, so midterm grades, we were discussing in our one-on-one, Ana and I, that everyone should be checking in with their professor about your midterm grades, if you have not already. We don't check midterm grades, but it's a really good indicator of where you are in your class, so please make sure you are doing that. We do check semester grade in January when they're posted. So, just wanted to give everyone a reminder: go check in with your faculty. Yes, Emma?

Emma: Do we have to report them to you guys, our grades?

Sadika: You do not have to report them to us, but if there is a concern in your classroom, I'm heavily encouraging you to reach out to Tea and I. So, if you are not doing so well in the class, or

your grades are not looking so hot, it's really important that you're letting us know. Yes
Fernanda?

Fernanda: In one of my classes, my grade is not looking hot, like you just said.

Sadika: Okay, why don't you schedule a time with Tea and I, go ahead and email us, and we will meet. Okay? If anyone else is in that same situation, please email us, so we can have a conversation.

Sonia: I have a question too. When do midterm grades come out?

Sadika: So, midterm grades do not necessarily come out. This is the hard part, faculty are not required to report midterm grades. Some do and you will see it, which is why I'm saying go and reach out to your faculty. You can ask them to give you a sense of how you're doing in the classroom and they should be able to give you that information. Some will post it, and some will not unfortunately. We wanted them to make it a requirement, but it's not a thing. Okay, any other questions? Okay, thanks all.

Sonia: Awesome, looks like we can move on.

e. Discussion on ASCOM's collaboration with MAPS Halloween Event on October 29th.

Presentation by Ana, ASCOM President.

Sonia: Is anyone else leading this event that could speak on it?

Emma: I know that Marie made a poster. Right? Do you know what it says on the poster Marie by chance?

Marie: It's basically an event on campus. There's going to be pumpkin carving, hot chocolate, and pizza. We made the poster, but Ana still needs to get some information from MAPs before we can actually post it. That's really all I know. I know it's in collaboration with ASCOM and MAPS. It's in-person on campus. That's what I know.

Sadika: I'm going to say just hold off on that poster and posting anything, hopefully we get clarity next week on it. I actually do know what this item was about. She wanted to ask you all if you would be up to going to the event on the 29th. Because hosting is co-hosting and meaning people are present with the groups on campus. Versus co-sponsoring, sponsoring would be creating the poster for them and providing advertising support, but not necessarily being present. So, she wanted to ask if people would be present with them on that day. If so, we can put co-hosting. I think AGS is also co-hosting this event.

Sonia: Yeah, I saw a flyer that AGS made.

Faiz: They were talking about it in their last meeting.

Sadika: Do they have a flyer too?

Marie: They have a poster that they sent around.

Sadika: Oh, that's confusing.

Fernanda: Probably, they just want to have two posters, like two versions probably, each semester.

Sadika: Sonia and Faiz, do you have access to that flyer?

Faiz: I can pull it up.

Sonia: Yeah, I do.

Emma: Should we share the screen; can we do that? Should we show it?

Sadika: Can you just send it to me?

Sonia: yeah, I'll text it to you.

Sadika: I wanna ask the advisors about that, because I've been in touch with them. Okay, let's just hold off on the ASCOM poster for right now, until we have more information from Ana. Sound okay?

Emma: Sounds good. So, is anyone able to attend.

Faiz: Yea, I'll be going.

Emma: I wish I could, but I normally work at that time. It's at two or three pm or something. Also, driving back and forth doesn't make sense. If I don't, I can be there too.

Marie: Yeah, same for me, I also work in the afternoon.

Fernanda: I already told her that I couldn't go.

Sonia: Yeah, I also cannot go either.

Haleigh: Me either.

Fernanda: If it would have been an hour earlier, like one or something. I could have gone, but I must be home.

Mark: It's on Friday, right? October 29th. I think I can go. I don't work on Fridays after the meeting, but that's just me.

Sadika: Let me follow up folks, I got it, Thank you Sonia. Let me follow up with AGS and MAPS about this, because they already have a poster, so I'm a little confused as to why there's another poster being requested. I'll get back to y'all on it no matter what. You know, if they want co-sponsorship, then that will come back to you, next week. Sound okay?

Sonia: Yeah!

Emma: Sounds good.

Sadika: Marie, sorry and thank you for working on that very adorable flyer. That was very cute. We may use it, I'll just ask them about it, thanks all.

Sonia: Thank you.

- f. Discussion/action on each board members' ASCOM roles and responsibilities. Presentation by all.

Fernanda, Emma

Sonia: Do we wanna go in the order of roll call?

Emma: Yeah, let's do that.

Sonia: Perfect, since Ana is not here, I can do mine. I kind of just have a list of all my roles and responsibilities that I got from both the constitution and the transition binder. So, I'll just read it out.

- Assume the duties of President during absence of the President
- Serves as the Chair and President of the Inner Club Council
- Works with ICC to develop its officers and implementation of the bylaws
- Serves as a direct connection to the ASCOM board regarding the activities of ICC
- Attend, plan and lead all of the ICC meetings, which happen twice a month
- Work with Nequeshé at the SAA office to provide club membership for all the clubs and report to the ASCOM board along with all current active clubs and their activities
 - Making club brochures describing all the current active clubs on campus, which is posted on the website
- Work with all ICC executive officers to assign club meeting spaces
 - Signing all the ICC purchase request forms
 - Report any purchases back to the ASCOM board
- In conjunction with SAA office, report all ICC student activity requests to the ASCOM board for approval
- Report the decisions of the board to the various clubs
- Maintain a file on all club purchase requisitions, activity forms, and club membership rosters
- Help students create new clubs or fill out reactivation forms
- Attend all ASCOM retreats and other mandatory training sessions, attend Student ASCOM functions
- Undertake any duties requested by the ASCOM President or Advisors
- We're all responsible for creating transition binder
- Going to committee meetings

I'd say those are my primary roles and responsibilities, as the Vice President. Are there any questions? I know that was kind of long, sorry guys. We can go ahead and move on to the next position.

Emma: Do you have Juniper's report? Because, I'm her proxy.

Sonia: Oh yeah.

Emma: Because she's the Trustee right?

Sonia: Yeah, Mark could you read the next position? Sorry.

Mark: It is Student Trustee, so Juniper would be next.

Emma: Juniper's roles and responsibilities are: As a Student Trustee, it is my responsibility to attend weekly board meetings, office hours, retreats and help with the planning and attendance of ASCOM events that occur one to times a month. I voice the concerns COM students have to the board in order to represent the student body. I also represent the board on what ASCOM is doing. I have to respect the board members by communicating regularly and listening to what they have to say. As well as making sure I have the adequate time to invest in my position's work. The qualifications I have to adhere to area 2.5 GPA and 12 units at COM.

Mark: Okay, so I would be next. I also made a list, so I'm gonna read off that. The duties I'm responsible for are:

- Record and publish all official minutes of the ASCOM Board and posts one copy on the ASCOM bulletin board 72 hours in advance before the next meeting, in accordance with The Brown Act
 - Rewatching zoom recordings to really make sure I don't miss any key information. Especially now that I'm on zoom and am not there physically to interject and clarify, make it that much more crucial for me to comb through every meeting and fix anything as needed.
- Creates the new agenda for weekly meetings 72 hours in advance and sends the agenda to all members of ASCOM
 - Send out a call for agenda item email every Monday
 - Compile all the items into one agenda and make sure it is all there
 - I email it to Sadika, and she send out the meeting invite with the agenda attached
- Maintains a file of all minutes and important correspondence.
- Maintains all forms necessary for the business of the ASCOM Board.
- Prepares drafts of letters of memoranda for the ASCOM Board and distributes them upon approval.
- Oversee, monitor, and keep records of all the activities of the auxiliary members and reports to the ASCOM Board when necessary
 - Specifically, keep track of virtual and in-person attendance schedules
- Notifies the ASCOM board if a board member accrues more than three (3) unexcused absences, five (5) excused absences, or five (5) tardies in any given semester
- Undertakes other duties as requested by the ASCOM President and/or ASCOM advisor(s).
- Meet regularly with the ASCOM President to discuss issues as they pertain to ASCOM and ASCOM members
- Creating and updating a transitional binder throughout their term with everything they have accomplished and worked on for the next student leader.

Sonia: Awesome, thank you Mark. We can move on to Haleigh, Senator of Technology.

Haleigh:

- In charge of social media and informing student of events, scholarships, resources and other helpful information
- Work closely with the Senators of Public Relations and Marketing for posters and events
- Helping and supporting the student body and coordinators with any tech problems or provide passwords, accounts, and emails
- In events I am responsible for
 - Pictures, videos, photo booth if we ever do that in person, livestreams, communication of social media
- Co-lead are two events per semester
- Set up zoom and making sure everything is recorded and being closed captioned

That's pretty much it.

Sonia: Perfect, we can move on to Fernanda and Max, Senators of Student Activities and Services

Max: Yeah, Fernanda is gonna go. I gave her all the stuff too.

Fernanda: Our position role plan and goal is to plan ASCOM events. We chose the events that are going to be held for the semester and who hold them. It's also our responsibility to help all the leads with all the things they may need. This can be through outreach, answering questions, or even just giving them the form you need for your event. We also must attend the community hours or committee so we can have greater insight into the event outside of ASCOM are being held as well

- Help all the leads with outreach, and making sure all the forms are there for the event

Max: Then, general responsibilities to the ASCOM board are

- Attending board meetings, office hours, and one-on-ones

Sonia: Awesome, thanks. We can move on to the Senators of PR and Marketing: Emma and Marie.

Marie: I'll start. We create posters and marketing material for all the events, work with senator of technology to distribute materials to social media and other platforms. Technically supposed to print the posters, but since we're not back in person, that's something we don't do that much this semester. We maintain a binder with all the posters completed over the school year. Collect ideas for the Transition binders.

Emma: Also, technically if we were in-person we would have to make sure there's press coming to document the events to market it out further. Also, we research into different PR methods on how to bring people onto campus. Not raffles but stuff like that. Also, general things like attending this board meeting, office hours, and committee report. Keep track of transition binder to create one for the next board.

Sonia: Wonderful, thank you two. Next is our State Student Senate Representative Faiz.

Faiz: So, my job as a SSCCC representative is to represent COM on the state level and I work with other representatives to get policies put through to make the college experience better for students. Right now, what I do is attend zoom meetings. There's two types of zoom meetings: SSCCC board meetings which are super similar to this meeting, but it's the board of SSCCC. Region 3 meetings, which includes COM, so I do a lot more talking about stuff to do with that. I basically let them know what COM is up to, what I'm up to. How other colleges can implement stuff we do, and how we can implement stuff that other colleges do. Just help everyone all around. Just like everyone else I attend board meetings, and office hours, as make a transition binder. Lastly, I'm also in charge of two events.

Sonia: Awesome, thank you Faiz. I think that is all the positions. Thank you all for doing this, we really just wanted to review and do this to make sure we are one, being transparent about our roles, and holding each other accountable to ensure we are respecting each other's time and capacity. I encourage everyone, if you have not, to read the defining principles on the ASCOM constitution, to get a better understanding of all of our responsibilities as a group.

Emma: I'm happy we all did that because it helps us realize what our own positions are. To see also, how it may be different from what is written down to what we actually do. Also, as Sonia said, to be transparent and make sure we value each other's time and know what everyone is doing. Thank you guys.

II. Standing Business (Actions May NOT Be Taken)

a. Officer Reports:

- i. PRESIDENT REPORT: n/a
- ii. VICE PRESIDENT REPORT: I been planning the next ICC meeting. We have two vacant positions: ICC VP and Secretary. Elections at our next meeting. I've been messaging back and forth with two professors about the Microaggression in Classroom workshops. We confirmed their availability, so we're just trying to wrap up some final logistics. We hope all of you guys can attend that event. I also met with Emma to create a poster for Microaggressions in the Classroom workshop. It's up on Instagram. We would appreciate a share and please attend. I also met with Fernanda to plan our Voter Awareness event which I'm really excited about. We agreed to make an educational video encouraging COM students to vote. So, we're going to interview professors, local elected officials, and students to release the video on November 2nd. The, I had my one-on-one with Tea. I've been emailing with Dave Patterson. He emailed us about an opportunity to be interviewed about unions or a journaling publication he's associated with. I'll send an email to the board if anyone is interested in that opportunity. He said we could do the interview after our ASCOM meeting, or sometime in the near future, whenever it's convenient.
- iii. STUDENT TRUSTEE REPORT: Emma: Juniper met with me [Emma] on Oct 7th to plan Native American Heritage event. We set up some future meeting times.
- iv. SECRETARY REPORT: I Met with Tea, Fernanda, Ana, and Josh from Mariachi Estellar to discuss Día de los Muertos and sound quality. Undocumented Student Action Week is coming up on the 19th to the 22nd, so I've been preparing for Undocumented Student Action Week which is on the 19th-22nd this year I believe. I also have been making sure the Student Activities and Advocacy Instagram page is all set up for that. I also drafted my first agenda from the agenda items you all sent me, which we are using for this meeting. I submitted the final minutes from last week on Tuesday like usual. I Sent Nequeshé my signature to have on file as well as my W9 form. Lastly, decided to do the Veteran's Awareness event with Faiz and Juniper. That's about it this week.
- v. TREASURER REPORT: n/a
- vi. SENATOR – TECHNOLOGY: I don't have anything new this week. I did meet with Ana this morning and I'm going to meet with Sadika later. I went to the transfer panel which was really good, I loved it.
- vii. SENATORS (2) – STUDENT ACTIVITIES & SERVICES: Fernanda: I met with Tea, Mark, Ana, and Jorge to get stuff together because it's almost here. I also attended the transfer panel. I met with Ana yesterday, to discuss Día De Los Muertos. I met with Sonia on last Friday, and we discussed Voters of Education, also did some translating on Friday.
Max: I met with Marie earlier this week to get a recap and prep for our Transfer Panel. We had the Transfer Panel event on that Wednesday. I talked to Fernanda briefly, about our roles for the presentation today. Sonia and I briefly talked about speakers for our Microaggressions event. We have two qualified professor speakers. That's about it.
- viii. SENATORS (2) - PUBLIC RELATIONS & MARKETING: Emma: I went to the Transfer Panel; I had a good time. Met with Sonia for Microaggressions poster, and Fernanda so she can translate it for me. Met with Marie for Today's presentation. I had a committee meeting other than that, did some research into the event with Juniper. Had a one-on-one with Ana

- ix. Marie: Met with Max and had the transfer panel on Wednesday. I made the MAPS and ASCOM poster that we may not use but was still fun to do. Talked to Emma about upcoming events and today. Yeah, I went to office hours and had my first committee meeting last Friday but I'll talk about that later.
- x. STATE STUDENT SENATE REPRESENTATIVE REPORT: This week I had a SSCCC board meeting. One of the topics I wanna ask about is if you guys had any idea on getting people more active. Getting more delegates to participate and join. Please let me know. Here in region 3, out of 15 slots we only have 6 people participating. Working on my delegate report for SSCCC. Went to the Transfer panel.
- xi. ESCOM REPRESENTATIVE REPORT:
- xii. ASCOM ADVISORS REPORT: Tea: Congrats to the Transfer Panel. Met with Mark, Ana, and Fernanda about the Mariachi for COMchella. Last week, I sent Marie an email with the COMchella Information. Please look at that Marie, if you haven't. Then, collaborating with Fernanda, and Ana for WOC Café on October 15th. Come through and pass it on for people to come for ASCOM and Student Activities programs. Reminder to review the minutes and agenda before each meeting. Wipe chairs and tables before we leave.
Sadika: We have all the week's zoom links up on our website. If someone from the final's week team can send me a sentence of what's going to be happening each day. That would be really helpful because we have to put descriptions with them. Each day, send Tea and I a sentence because we post everything and I'll add those to the website. Then I added Mark's picture and his information, so he is officially on our website. I met with Ana and will check in to see if she's okay. I went to the transfer panel. I hope you work with Nicole Cruz to get that on the COM YouTube page. If there's a way to get it onto social media I think that's another opportunity for students to learn a lot more about process. Let me know if you need anything.
- xiii. Committee Reports:
 - i. COLLEGE COUNCIL REPORT (Ana and Sonia): Sonia: We have not met this month yet. Next meeting in November
 - ii. GOVERNANCE REVIEW COUNCIL (Faiz): Faiz: nothing new, meeting in November as well, so looking forward to that.
 - iii. PLANNING AND RESOURCE ALLOCATION COMMITTEE (Fernanda): we haven't had a meeting but there is one this Tuesday.
 - iv. EDUCATIONAL PLANNING COMMITTEE (Emma): On Monday, I had my second meeting, for them it was the fourth or fifth meeting. Usually, they have a little recap of all the goals. These are all the goals for two/three-year plans. If you guys wanna look through it, I have it with me. When everything happens they make a little report for what should happen. Then they have a champion come in to present on what's actually happening, where they can make more progress. They have a discussion for future plans to see what is working, and what is an area that needs help. If you have any questions, you guys borrow this and look through it.
 - v. FACILITIES PLANNING COMMITTEE (Vacant):
 - vi. INSTRUCTIONAL EQUIPMENT COMMITTEE (Vacant):
 - i. PROFESSIONAL LEARNING COMMITTEE (Vacant):
 - ii. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE (Vacant):

- iii. TECHNOLOGY PLANNING COMMITTEE (Haleigh): No new information.
- iv. INCLUSION, DIVERSITY, EQUITY, AND ACTION COMMITTEE (Marie and Mark) Marie: I had my first meeting with them on Friday. I feel lucky to be a part of them because I feel like I can learn so much. I got introduced to everyone. Then, we talked about upcoming events, I'll tell you.
 - 1. Community in Practice event (Oct 27th): people of the same background come together and talk about their lives and challenges.
 - 2. Show up for History book review (Oct 29th)
 - 3. WOC Café (Oct 25th)
 - 4. COMchella with Día De Los Muertos (Nov 1st)
- v. COMMUNITY HOUR COMMITTEE (Fernanda and Max): Fernanda: We had a meeting on Wednesday at 3pm where we discussed sharing the school survey on our social media, Instagram Facebook. Whatever you guys have. So, all the students can do it. Then, we talked about events for spring semester. Like, how we're going to do it, inside outside, we're still talking about that. Discussed the mariachi, what's the progress and everything that's going on.
Max: I know the committee expressed concerns about the transition to in-person classes and how events are going to transition with that regarding COVID protocols.

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: I think someone emailed you. It's someone from PUENTE, she wants to be Treasurer.

Emma: Please reach out to Marie and me four weeks before

Max: Remember, if you guys need any debrief forms or SAA forms. We have those, we can just send it to you. It's easier and faster.

Haleigh: I think everyone is doing such a good job, I know it is hard, I see everybody's hard work

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: 10:25 am
Faiz, Fernanda



ASCOM President



ASCOM Advisor