



College of Marin-Kentfield Campus
835 College Ave, Kentfield, CA 94904
Regular Meeting Minutes
October 22, 2021
9:30a.m.-11:00 a.m.
 ICS INSTRUCTIONS

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- a. Order of Business Call to Order: 9:35 am
- b. Roll Call

OFFICERS	PRESENT	ABSENT
PRESIDENT ANA CAMACHO	Tardy 9:30am	
VICE PRESIDENT SONIA SALTZMAN PROXY: FAIZAL KHALIQ	X	
STUDENT TRUSTEE JUNIPER YOSHIHARA Proxy: Sonia Saltzman	X	
SECRETARY MARK RAMIREZ	Tardy 10:00am	
TREASURER VACANT		
SENATOR – TECHNOLOGY HALEIGH BROWN	X	
SENATOR - STUDENT ACTIVITIES & SERVICES FERANDA DAVILA	Tardy 9:30am	
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)	n/a	n/a

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

Emma, Sonia

- 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/action about the design process for the new LRC. 15 minute presentation led by Beth Rhodes and team.

Sonia, Fernanda

Harding: In design development phase.

Beth: As we move through project, it becomes more detailed. Finally when we present to DSA, it includes details of color and finishes, etc.

Harding: Encompassed a lot of forms of engagement. We have had a meeting with them, what are the finishes, technologies that need to exist in those spaces. Done some public meetings some on and off, all still virtual. Met with public authorities, Kentfield fire, county. Going into this phase before Board approval. Alten Construction is our contractor. As we design, we keep coming back to this group – keep thinking about the ecological, warm, and naturalistic design landscapes. We try to protect the spaces, such as classrooms and to be as energy efficient as

possible. We want to make the building as flexible and adaptable over 50 term life of it. Looking to have roof overhangs and sun shading with extended overhangs – this is where the refinements of the plan come into being, have all gender bathrooms. [shows the slides of the building – describes each floor, office/space locations, exterior entrances, plazas, views from inside and from College Ave.]. Again, colors and finishes have not been picked, but that comes later in the process.

Max: COM is prone to flooding, any drainage plans?

Harding: general practice is to stay out of the flood plain and this building has been raised, and there are two storm water drains and will be filtered into the aquifer.

Emma: I don't have a question, but it is really beautiful. I am sad I won't be here when it is finished. I love the outdoor seating space. I think it will be fun. [Refer to Measure B website for the slide show].

Beth: next step for us is to get the Board of Trustees to get the final design approval. Then we move onto the construction document phase. If you have any questions about the process, please let us know. You will start to see utility work in spring/summer 2022 to put the building on. Please reach out to Isidro Farias. We will be back as we move into the construction phase. Thank you all for having us.

- 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.

Emma, Max

- c. Discussion/action to approve NTE \$11 for 21-22 academic year for Mark's parking permit from acct.#4500-31 (parking permits), PRs to follow. Presentation by Mark Ramirez.

Emma, Fernanda

8-0-PASSES

- d. Discussion on ASCOM's collaboration with MAPS Halloween Event on October 29th. Presentation by Ana, ASCOM President, and Sadika, ASCOM Advisor.

Emma, Faiz

Ana: on October 29th and it is from 3-5pm. Emma said she could go.

Emma: No, I said if I work later than 2:30pm, but I don't know yet. So I can't make it because it is at 3pm.

Faiz: I can make it.

Ana: Max can't and I will ask Mark.

Max: I have work from 12-8pm

Ana: I just wanted to know who was going to come.

- e. Discussion/action NTE \$250 for MAPS Halloween event from acct.#4500-04 (event supplies), PRs to follow. Presentation by Ana, ASCOM President.

Sonia, Fernanda

Ana: MAPS asked me to ask ASCOM for money to buy event supplies and food – they are getting pizza, cups, plates, and goodie bags with candy for the bags. Can we vote now?

Emma, Fernanda

8-0 PASSES

- f. Discussion/debrief on Microaggressions in the Classroom event (10/20). Presentation led by Sonia, ASCOM VP, and Max, senator of Student Activities and Services.

Emma, Sonia

Max: I am going to do the debrief on the event. What went well – we had two great professors to speak on Microaggressions in the classroom. That was a strength. I have to give thanks to Sonia for that since she found them. People were very active and I enjoyed it a lot. What we could have done better – the same theme; it's hard to get people to show up on zoom events. We tend to have the best results when we have direct connections, such as the ESL event. When we don't have direct connections, we don't have a high turnout. Although we had an hour, I feel like we could have had a little more time, mainly because of the discussion. Total we had 12 people.

Sonia: Thank you everyone who came. Feedback for next time – more time in planning it. A lot of us are having back to back events and so planning two events so close makes it a bit stressful. Maybe next semester we don't have that structure.

Emma/Fernanda: I loved it.

Faiz: I relayed some of the information that was provided.

Emma: The professors were so engaging.

All: Good job!

II. Standing Business (Actions May NOT Be Taken)

a. Officer Reports:

- i. **PRESIDENT REPORT:** This week I had a 1:1 with Fernanda, Emma, Marie, Max, and Sonia. I also met with the Coleaders of Día de los Muertos, which is Fernanda, Mark, and Tea was there as well. I met with Tea and Fernanda separately to talk about Hispanic Heritage Month event on Monday the 25th. If you could please make it to the WOC Café that would be great. I was going back and forth emailing MAPS to see what they needed.
- ii. **VICE PRESIDENT REPORT:** This week, I mostly planned the Microaggressions in the Classroom event which happened on Wednesday. Just emailing back and forth with Dr. Crawford and Dr. Mihal. Then, planning the ICC meeting but, unfortunately, because the event did run late, I had to postpone the ICC meeting. So, that will be happening next week instead. That meeting we will be doing elections. I also had my 1:1 with Ana, my 1:1 with Tea. I met with Max for a bit to go over logistics for the event. I've also been planning the Voter Registration event.
- iii. **STUDENT TRUSTEE REPORT:** Juniper met with Emma to discuss their events and they worked on arranging someone from the Native American Museum to be a speaker.
- iv. **SECRETARY REPORT:**
- v. **TREASURER REPORT:**
- vi. **SENATOR – TECHNOLOGY:** I had a pretty busy week, just with other aspects of my life. So, it's honestly been kind of hard to keep up with everything because I have two jobs and volleyball. I did talk with Sadika last week and we came up with a schedule for me. So, every Monday, Wednesday, and Friday, I will

allocate time for posting. So, if you text me or send me stuff on Tuesday or Thursday, just know that it's getting posted the next day after that and I'll just be a better communicator from now on.

- vii. SENATORS (2) – STUDENT ACTIVITIES & SERVICES: Max: So I met with Sonia to plan the Microaggressions in the Classroom, making sure we had the professors and everything will run smoothly. I had my 1:1 meeting, but I had it with Fernanda and Ana this week. We were talking about event planning and general stuff. I was checking in with their event, making sure at some point I get a meeting with Faiz, Juniper, and Mark now too about the Veteran's Awareness Day. I know you guys are doing a campaign, but I just want to be in the know about that.
- Fernanda: I had a meeting with Ana and Max on Wednesday and discussed the events that are left and how we're doing. Yesterday, I met with Tea, Mark, Ana and myself to discuss Día de los Muertos and how everything is going. After the meeting with Mark, we stayed on zoom and talked about WOC and what we're planning on doing. I had a meeting with Emma and Juniper last night to talk about their event. I had a meeting today with Sadika as well.
- viii. SENATORS (2) - PUBLIC RELATIONS & MARKETING: Marie: This week I attended the Microaggressions in the classroom event which I really loved. I really love the professors that came and the structure of the entire event. I had my 1:1 with Ana. I also met with Emma. I created the poster for the COMchella Día de Los Muertos and I'm about to send that for approval.
- Emma: I also went to the event, it was awesome, I really enjoyed it. I think it's something we should do next semester again. I also met with Marie. I met with Juniper to talk about the upcoming event for us. I also met with Juniper and Fernanda to check in and see what's happening. I also did some outreach for the event and already got someone back to me and we will have an awesome speaker. I was working on the poster for that event.
- ix. STATE STUDENT SENATE REPRESENTATIVE REPORT: This week, I attended the Microaggressions in the Classroom event which I really enjoyed and had a great time engaging in the event. I also had to write up my delegate report for SSCCC and submitted that on Wednesday. We're having a meeting on the 27th. I've been in contact with Juniper and Mark, but I've been having a hard time getting in touch with Juniper. We were talking about our event and going over what we want it to look like. So far, we have a bunch of videos talking. The first video is going to be me, Juniper and Mark, talking about Veteran's Awareness Day, an intro in the event, and all of these are going to be posted on Instagram. The rest of the videos are going to be veterans answering questions we have written up. That's what we have planned for the event so far.
- x. ESCOM REPRESENTATIVE REPORT: n/a
- xi. ASCOM ADVISORS REPORT: Tea: Hey folks. First want to congratulate you all on the microaggression program. It was great to see the engagement people had. Thank you all for the work. This week I met with Ana, Fernanda, and Mark around COMchella and Día de los Muertos, we're looking forward to that. Please come through and promote it. I also met with Ana and Fernanda about the WOC Café and Latinx Heritage Month. Also, wanna give props to folks that have been practicing their communication. Reminder that if there is feedback that is needed, that is around the practice of community building and community accountability. So if there is something that you're feeling like someone is doing well or one of your peers on the board could use some feedback on. We do encourage you all to practice checking in on them as that is a way to build trust, respect, and

leadership. Sadika and I are here to provide any support. Also, want to remind folks that November is coming up. As the semester is starting to wind down. That is the time I will be providing you all with a self and peer evaluation. This is an opportunity for you all to provide your own feedback. As well as areas you want to continue to pay attention to and grow. Your peers on this board also will provide feedback on things you done really well, and could improve on. There will be a component to that when we have our Spring ASCOM retreat. We will build off what is shared in those self and peer evaluations. Remind to folks to support one another in your leadership and other aspects of your life. As always, we are here to support.

Sadika: Thank you for your understanding and support, I am under the weather. Max I definitely encourage you to rest. Big kudos to folks with the Microaggression event. My hope is us being back on campus next semester will bring more folks to take advantage of the opportunities you all have provided. I want to also thank Sonia for jumping in really quickly and the great ideas that you're bringing forward regarding our advisor roles and making this group stronger for spring. Haleigh, if you need assistance in terms of reminders, that you're letting the board know. Let us know what you need. I saw the post go up, good job. If there are things going on in the classroom, outside the classroom. Please don't hesitate to reach out and give us a heads up.

- xii. Committee Reports:
 - i. COLLEGE COUNCIL REPORT (Ana and Sonia): Ana: We have our next meeting on Nov 9th.
 - ii. GOVERNANCE REVIEW COUNCIL (Faiz): Our next meeting is on the 3rd.
 - iii. PLANNING AND RESOURCE ALLOCATION COMMITTEE (Fernanda): We had our meeting this Wednesday the 19th. We just talked about the budget from last year from 9/30/2020-9/30/2021. We also talked about the venue for next year. We also talked about the program review. How they wanna do everything for next year. We also talked about how we will be operating the meetings, online, in-person, or both just because we're going back face to face next semester. Either how we're doing it now where most people are going to be in person and some online, or how everything is going to go down. We also went over the resources of funds and all the information. Also, Dr. Coon went into a meeting and discussed the budget for this upcoming year.
 - iv. EDUCATIONAL PLANNING COMMITTEE (Emma): I also have my meeting on next Monday, so that's the 25th.
 - v. FACILITIES PLANNING COMMITTEE [VACANT]: n/a
 - vi. INSTRUCTIONAL EQUIPMENT COMMITTEE [VACANT]: n/a
 - vii. PROFESSIONAL LEARNING COMMITTEE [VACANT]: n/a
 - viii. GUIDANCE, RESOURCES, INTEGRATION, TRANSFORMATION COMMITTEE [VACANT]: n/a
 - ix. TECHNOLOGY PLANNING COMMITTEE (Haleigh): We had our second meeting on Wednesday and we talked about struggles with ESL students and reading all the info on vaccinations. They had a lot of complaints from people who don't read English that well can't the document about how to upload their vaccination card. So, there has been some conflict with that and we were just discussing how we can make it easier with also not just vaccination, but with a lot of the school-wide emails that get sent out because they only apply to people that speak English.. We also are creating a survey for faculty members and teachers so they can tell if anything went wrong or what they wish they had as

they transitioned to online school. So we're still trying to make that survey so we can see what we can fix for everyone.

- x. INCLUSION, DIVERSITY, EQUITY, AND ACTION COMMITTEE (Marie and Mark): Meeting right after this meeting. I'll be able to give a report with more details next week.
- xi. COMMUNITY HOUR COMMITTEE (Fernanda and Max): Max: Our next meeting is this Wednesday.

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.*

I. Public Comment

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Max: I just wanted to say, I've done all my events for the semester already so, if anybody needs any extra support planning their events or help, I am very much there. Don't be afraid to reach out.

- II. Adjournment: 10:20 am
Emma, Fernanda

Ana Camacho

Sadeta Salamanca

ASCOM President

ASCOM Advisor