



**Student Services Building, Room 241
College of Marin-Kentfield Campus
835 College Ave, Kentfield, CA 94904
Regular Meeting Minutes
September 16, 2016**

- I. Order of Business
 - a. Call to Order 8:20am
 - b. Roll Call

OFFICERS	PRESENT	ABSENT
PRESIDENT AMY DIAZ		X
VICE PRESIDENT JESSICA SANCHEZ	X	
STUDENT TRUSTEE DARLENE BATEN	X-TARDY	
SECRETARY CLAIRE ZERBE	ABSENT-EXCUSED	ABSENT-EXCUSED
TREASURER - VACANT	VACANT	VACANT
DIRECTOR OF STUDENT SERVICES LAURIE PENNISI	X	
DIRECTOR OF STUDENT ACTIVITIES CALVIN CUNNINGHAME	X	
DIRECTOR OF PUBLIC RELATIONS BEATRIZ RITZMANN PECENISKI	X	
DIRECTOR OF SOCIAL MEDIA/TECHNOLOGY SONIA PUERTAS ACOSTA	X-TARDY	
STATE STUDENT SENATE REPRESENTATIVE PRESTON ROMERO	X	
ESCOM REPRESENTATIVE KEVIN COLGATE	X	

ASCOM ADVISOR: SADIKA SULAIMAN HARA and CHRIS YANG

AUXILIARY MEMBERS:

c. Adoption of the Agenda

MOTION: CALVIN, SECOND: KEVIN

d. Approval of the Minutes

MOTION: CALVIN, SECOND: BEATRIZ

e. 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)*

II. Standing Business (Actions May Be Taken)

a. Officer Reports:

- i. PRESIDENT REPORT-ABSENT
- ii. VICE PRESIDENT REPORT- REPORT INCLUDES DETAILS REGARDING THE COLLEGE COUNCIL MEETING. WE ARE INFORMED TO VISIT THE COLLEGE WEBSITE TO REVIEW THE POLICIES GOVERNING THE COLLEGE. THE BOARD IS COLLECTIVELY ENCOURAGED TO REVIEW AND EDIT FOR SUBMISSION TO THE COLLEGE COUNCIL.
- iii. STUDENT TRUSTEE REPORT-NO REPORT
- iv. SECRETARY REPORT-ABSENT/EXCUSED, NO REPORT
- v. TREASURER REPORT-VACANT, NO REPORT
- vi. DIRECTOR OF STUDENT SERVICES REPORT-ASKS THAT EVERYONE REFRAIN FROM USING THEIR CELLPHONES DURING THE EVENT.
- vii. DIRECTOR OF STUDENT ACTIVITIES REPORT-CLUBFEST AND CONSTITUTION DAY IS COMING UP ON 9/20, CLUB PRESIDENTS HAVE BEEN EMAILED AND CLUBS HAVE STARTED TO RSVP TO BE REPRESENTED AT THE CLUBFEST DAY. THERE WILL BE TRIVIA, NO MOVIE WILL BE SHOWN, HIGHLY ANTICIPATED ATTENDANCE FOR THIS EVENT.
- viii. DIRECTOR OF PUBLIC RELATIONS REPORT-NO REPORT
- ix. DIRECTOR OF SOCIAL MEDIA/TECHNOLOGY REPORT-WORKING ON THE WEBPAGE, ASKS FOR INPUT
- x. STATE STUDENT SENATE REPRESENTATIVE REPORT, NO REPORT
- xi. ESCOM REPRESENTATIVE REPORT- OFFERED HUMISTON ROOM, FIRST FLOOR OF STUDENT SERVICES BUILDING OR ESCOM ROOM IN BUILDING 10 AT IVC FOR ASCOM RETREATS OR MEETINGS.

b. Committee Reports: NO REPORTS

III. New Business (Actions May Be Taken)

a. Discussion/Action for confirming auxiliary members.

MOTION TO DISCUSS: CALVIN, SECOND: KEVIN

DISCUSSION IS LEAD REGARDING AUXILIARY MEMBERS. PER THE CONSITUTION, THE AUXILIARY MEMBERS WOULD BE APPROVED BY A MAJORITY VOTE AFTER SHOWING INTEREST AND WOULD BE REMOVED PER MAJORITY VOTE IF THREE MEETINGS ARE MISSED.

MOTION TO VOTE: KEVIN, SECOND: BEATRIZ

OFFICERS	AYE	NAY
PRESIDENT AMY DIAZ	NON VOTING	NON VOTING
VICE PRESIDENT JESSICA SANCHEZ	NON VOTING CHAIR	NON VOTING CHAIR
STUDENT TRUSTEE DARLENE BATEN	X	
SECRETARY CLAIRE ZERBE	ABSENT-EXCUSED	ABSENT-EXCUSED
TREASURER - VACANT	VACANT	VACANT
DIRECTOR OF STUDENT SERVICES LAURIE PENNISI	X	
DIRECTOR OF STUDENT ACTIVITIES CALVIN CUNNINGHAME	X	
DIRECTOR OF PUBLIC RELATIONS BEATRIZ RITZMANN PECENISKI	X	
DIRECTOR OF SOCIAL MEDIA/TECHNOLOGY SONIA PUERTAS ACOSTA	X	
STATE STUDENT SENATE REPRESENTATIVE PRESTON ROMERO	X	
ESCOM REPRESENTATIVE KEVIN COLGATE	X	

MOTION PASSES UNANIMOUSLY; DANIEL, LIDIYA, VICTORIA CONFIRMED AS AUXILIARY MEMBERSHIP

b. Discussion/Action for reimbursement of \$11.90 for Preston Romero for purchase of binder now used as the ASCOM resource binder (acct# 4500.01, PR# 11007).

MOTION TO DISCUSS: CALVIN, BEATRIZ

MOTION TO VOTE: KEVIN, LAURIA

OFFICERS	AYE	NAY
PRESIDENT AMY DIAZ	NON VOTING	NON VOTING
VICE PRESIDENT JESSICA SANCHEZ		
STUDENT TRUSTEE DARLENE BATEN	X	
SECRETARY CLAIRE ZERBE	ABSENT-EXCUSED	ABSENT-EXCUSED
TREASURER - VACANT	VACANT	VACANT
DIRECTOR OF STUDENT SERVICES LAURIE PENNISI	X	
DIRECTOR OF STUDENT ACTIVITIES CALVIN CUNNINGHAME	X	
DIRECTOR OF PUBLIC RELATIONS BEATRIZ RITZMANN PECENISKI	X	
DIRECTOR OF SOCIAL MEDIA/TECHNOLOGY SONIA PUERTAS ACOSTA	X	
STATE STUDENT SENATE REPRESENTATIVE PRESTON ROMERO	X	
ESCOM REPRESENTATIVE KEVIN COLGATE	X	

MOTION PASSES UNANIMOUSLY, PRESTON ROMERO IS REIMBURSED

- c. Discussion for informing ASCOM board about accreditation/ISER process. “The Accreditation Steering Task Force Co-Chair/Liaison Officer [Christina Leimer] would like to provide information about the timeline for Governance Review and approval of the College’s Institutional Self Evaluation Report (ISER), and answer any questions that ASCOM members might have.”

MOTION TO DISCUSS: CALVIN, SECOND: BEATRIZ

CHRISTINA LEIMER HAS INFORMED THE BOARD OF THE ACCREDITATION COMMITTEE THAT WILL BE VISITING THE CAMPUS TO SURVEY THE COLLEGE OF MARIN THE FIRST WEEK OF MARCH. THE COMMITTEE REVIEWS EVERYTHING FROM CIRRICULUM TO FINANCIAL MANAGEMENT AND STANDARDS AT THE COLLEGE. THE CURRENT REPORT THAT THE

COLLEGE IS COMPILING IS ROUGHTLY 500 PAGES, NOT INCLUDING THE WEBSITES AND WEBPAGES THAT THE COMMITTEE WOULD BE REVIEWING AS WELL. THE FINAL DRAFT WOULD BE SUBMITTED TO THE FACULTY AND STAFF BUT NOT TO THE STUDENTS. FEEDBACK FROM THE STUDENT SENATE NEEDS TO BE SUBMITTED BY OCTOBER 7, 2016. A LINK WILL BE PROVIDED FOR THE STUDENT SENATE TO REVIEW THE DRAFT AND SUBMIT EDITS BY THE DEADLINE.

- d. Discussion/Action for \$6,000.00 for School and Community Partnership Office for lunches for Summer Bridge students for June and July 2017 sessions (MCCD Outreach acct#12600-24201-45000-645000, pr#11015).

DISCUSSION: CALVIN, SECOND: BEATRIZ

ANNA PILLOTON DISCUSSES THE SUMMER BRIDGE PROGRAM THAT HELPS HIGH SCHOOL STUDENTS TRANSITION INTO A COLLEGE ENVIRONMENT OVER THREE WEEKS IN THE SUMMER. THE PERIOD OF THE PROGRAM INCLUDES INTENSIVE TRAINING AND TESTING IN ORDER TO HELP STUDENTS SUCCEED. THE RETENTION AND COMPLETION/SUCCESS RATE HAS BEEN TRACKED AND IS SHOWING SIGNS OF SUCCESS. DISCUSSION INCLUDES QUESTIONS REGARDING IF THE PARTICIPANTS OF THE SUMMER BRIDGE PROGRAM WILL BE ATTENDING COLLEGE OF MARIN IN THE FOLLOWING FALL SEMESTER AND IF THE BOARD CAN AFFORD THE CONTRIBUTION

MOTION TO VOTE: BEATRIZ SECOND: DARLENE

OFFICERS	AYE	NAY
PRESIDENT AMY DIAZ	NON VOTING	NON VOTING
VICE PRESIDENT JESSICA SANCHEZ	NON VOTING CHAIR	NON VOTING CHAIR
STUDENT TRUSTEE DARLENE BATEN	X	
SECRETARY CLAIRE ZERBE	ABSENT-EXCUSED	ABSENT-EXCUSED
TREASURER - VACANT	VACANT	VACANT
DIRECTOR OF STUDENT SERVICES LAURIE PENNISI	X	
DIRECTOR OF STUDENT ACTIVITIES CALVIN CUNNINGHAME	X	
DIRECTOR OF PUBLIC RELATIONS BEATRIZ RITZMANN PECENISKI	X	

DIRECTOR OF SOCIAL MEDIA/TECHNOLOGY SONIA PUERTAS ACOSTA	X	
STATE STUDENT SENATE REPRESENTATIVE PRESTON ROMERO	X	
ESCOM REPRESENTATIVE KEVIN COLGATE	X	

MOTION PASSES UNANIMOUSLY AND THE BOARD APPROVES SPENDING \$6000 FOR THE SUMMER BRIDGE PROGRAM, OUTREACH DEPARTMENT

- e. Discussion/Action for \$150.00 for Looking Glass Quarterly Club. Briana, the club president, will present proposal at the meeting, BT from Intrafund Transfer to Clubs-All. (acct#7200.99 into 9575.45. PR not required)

MOTION TO DISCUSS: DARLENE, SECOND: SONIA

BRIANA IS HERE TO PRESENT THE COLLEGE'S LITERARY MAGAZINE aka LOOKING GLASS QUARTERLY CLUB. EXPLAINS THE HISTORY OF THE MAGAZINE WHICH INCLUDES STUDENT SUBMISSION OF ART AND WRITING. FIRST STARTED OFF AS A MAGAZINE AND THEN TRANSITIONED AS A WEBSITE. CLUB IS CURRENTLY SEEKING FUNDS TO BUILD UP A WEBSITE AND DISPLAY A LINK TO THE MYCOM PORTAL.

MOTION TO VOTE: BEATRIZ, SECOND: CALVIN

OFFICERS	AYE	NAY
PRESIDENT AMY DIAZ	NON VOTING	NON VOTING
VICE PRESIDENT JESSICA SANCHEZ	NON VOTING CHAIR	NON VOTING CHAIR
STUDENT TRUSTEE DARLENE BATEN		X
SECRETARY CLAIRE ZERBE	ABSENT-EXCUSED	ABSENT-EXCUSED
TREASURER - VACANT	VACANT	VACANT
DIRECTOR OF STUDENT SERVICES LAURIE PENNISI	X	
DIRECTOR OF STUDENT ACTIVITIES CALVIN CUNNINGHAME	X	

DIRECTOR OF PUBLIC RELATIONS BEATRIZ RITZMANN PECENISKI	X	
DIRECTOR OF SOCIAL MEDIA/TECHNOLOGY SONIA PUERTAS ACOSTA	X	
STATE STUDENT SENATE REPRESENTATIVE PRESTON ROMERO	X	
ESCOM REPRESENTATIVE KEVIN COLGATE	X	

MOTION PASSES 6:1 TO APPROVE \$150 FOR THE COM LITERARY MAGAZINE

- f. Discussion/Action for gauging interest and approving TBD funding for interested parties for Early Bird Registration (\$295 per person, must register by Sept. 23) for California Community College Student Affairs Association (CCCSAA) Student Leadership Conference on Oct. 21-23 in Los Angeles, CA. (Additional costs will include travel, lodging, and food)

MOTION: KEVIN, CALVIN

CHRIS (ASCOM ADVISOR) INFORMS THE BOARD OF THE COST FOR TRAVEL, LODGING, AND ATTENDANCE OF THE CONFERENCE.

BEATRIZ AND JESSICA HAVE SHOWN INTEREST IN ATTENDING.

MOTION FROM THE FLOOR BY KEVIN: "MOTION TO APPROVE AN AMOUNT OF NTE \$1000 PER PERSON TO ATTEND CONFERENCE IN LA (account number 5200.10 – Student Rep Fee, PRs to follow)"

MOTION: DARLENE, CALVIN

MOTION TO VOTE: KEVIN, SECOND: CALVIN

OFFICERS	AYE	NAY
PRESIDENT AMY DIAZ	NON VOTING	NON VOTING
VICE PRESIDENT JESSICA SANCHEZ	NON VOTING CHAIR	NON VOTING CHAIR
STUDENT TRUSTEE DARLENE BATEN	X	
SECRETARY CLAIRE ZERBE	ABSENT-EXCUSED	ABSENT-EXCUSED
TREASURER - VACANT	VACANT	VACANT

DIRECTOR OF STUDENT SERVICES LAURIE PENNISI	X	
DIRECTOR OF STUDENT ACTIVITIES CALVIN CUNNINGHAME	X	
DIRECTOR OF PUBLIC RELATIONS BEATRIZ RITZMANN PECENISKI	X	
DIRECTOR OF SOCIAL MEDIA/TECHNOLOGY SONIA PUERTAS ACOSTA	X	
STATE STUDENT SENATE REPRESENTATIVE PRESTON ROMERO	X	
ESCOM REPRESENTATIVE KEVIN COLGATE	X	

MOTION PASSES UNANIMOUSLY AND THE BOARD APPROVES AN AMOUNT OF NTE \$1000 PER PERSON TO ATTEND CCCSAA CONFERENCE IN LA (acct # 5200.10 – Student Rep Fee, PRs to follow)

- g. Discussion for SSSCC General Assembly meeting on November 11th-13th in Sacramento, CA.

DISCUSS: KEVIN, SECOND: CALVIN

EARLY BIRD REGISTRATION ENDS OCTOBER 27

LAURIE AND BEATRIZ INDICATES INTEREST OF ATTENDING.

- h. Discussion/Action for Inter-Club Council proposed rules adoption.

MOTION: BEATRIZ, DARLENE

MEETING WILL BE HELD ON TUESDAY September 20, AT 3PM. THE RULES APPROVED HERE WILL BE LATER INCORPORATED INTO THE WORK OF THE CONSTITUTIONAL COMMITTEE.

MOTION TO VOTE: PRESTON, SECOND: DARLENE

OFFICERS	AYE	NAY
PRESIDENT AMY DIAZ	NON-VOTING	NON-VOTING
VICE PRESIDENT JESSICA SANCHEZ	NON VOTING CHAIR	NON VOTING CHAIR

STUDENT TRUSTEE DARLENE BATEN	X	
SECRETARY CLAIRE ZERBE	ABSENT-EXCUSED	ABSENT-EXCUSED
TREASURER - VACANT	VACANT	VACANT
DIRECTOR OF STUDENT SERVICES LAURIE PENNISI	X	
DIRECTOR OF STUDENT ACTIVITIES CALVIN CUNNINGHAME	X	
DIRECTOR OF PUBLIC RELATIONS BEATRIZ RITZMANN PECENISKI	X	
DIRECTOR OF SOCIAL MEDIA/TECHNOLOGY SONIA PUERTAS ACOSTA	X	
STATE STUDENT SENATE REPRESENTATIVE PRESTON ROMERO	X	
ESCOM REPRESENTATIVE KEVIN COLGATE	X	

MOTION PASSES UNANIMOUSLY AND THE BOARD HAS APPROVED THE INTERCLUB COUNCIL RULES AS PRESENTED.

- i. Discussion for ASCOM follow-up retreat.

MOTION TO DISCUSS: DARLENE, CALVIN

NO CONCENSUS OF TIME TO MEET WAS REACHED. PROPOSAL IS TO HAVE AT LEAST AN HOUR WORKSHOP OUTSIDE AND AFTER THE MEETINGS.

- j. Discussion for reduction of paper usage by ASCOM.

MOTION TO DISCUSS: BEATRIZ, CALVIN

BEATRIZ BRINGS A CONCERN ABOUT THE PAPER USAGE OF THE BOARD AND THAT THE BOARD SHOULD SEEK A SOLUTION TO REDUCE PAPER WASTE AND CONSERVATION OF RESOURCES. DISCUSSION CLOSED WITH THE AGREEMENT TO PROJECT THE AGENDA ON THE ASCOM BOARD ROOM SCREEN AND BRING FOUR COPIES OF THE AGENDA AND MINUTES TO THE MEETING FOR ACCESSIBILITY REASONS.

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 total time will not be extended.*

V. 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)*

VI. Adjournment

MEETING ADJORNED AT 10:11am

ASCOM Advisor: _____ ASCOM President: _____