



Call to Order 3:16pm

I. Roll Call

Board of Directors

Patrick McBurnie-Nicolay	President
Nicolas Jones	Vice President
Oldhina Alatraste(EA)	Student Trustee
Timothy Clay	Secretary
Rebekah Ahn	Treasurer
Olivia Webb	Director of Student Activities, KTD
Irving Alatraste	Director of Student Activities, IVC
Martin Birmingham	Director of Student Services
Kexin Jin	Director of Public Relations
Kana Goto(EA)	Director of Social Media
Diana Valdes	State Student Senate Rep.
Kevin Colgate(A)	ESCOM Rep

ASCOM Advisor: Sadika Sulaiman Hara,

Administrative Assistant Vickie Lamke

Auxiliary Members: Sophia Du, Jessica Sanchez, Jesus Cervantes, Stephen Dargie, Emelio Castro, Paul Tejedor

II. Approval of Minutes & Agenda: Approved

III. Open Forum:

- A. Motion Nick/Martin 2nd
- B. Cattleya: Announcement that the president of UC San Diego will be here about his experience transferring from COM to UCSD- Wednesday Sept 30 1-3pm. William Keith room in the library.

IV. Officer Reports:

- A. Martin motion/Nick 2nd
- B. Kexin suggests more publicity for the movie (second part of Constitution day) because most people didn't know that there was a movie showing, or move the activity to the cafeteria for more people to come.

V. Committee Reports: Martin motion/Nicolas 2nd

- A. Steven Dargie from PRAC
  - A. PGS is going well. All three divisions are participating
  - B. Asks the board if they are participating enough, and if they feel like they are fitting in,
  - C. Martin thinks that we are fitting in
  - D. Patrick thinks we aren't fitting in at all, and suggests talking about it at a different time.
  - E. Steven adds that, at this point, the student division has the least amount of participation.
  - F. Without that participation, ASCOM can't do as much as they gain input from the appointed student representatives.
  - G. Patrick agrees with everything brought up by Steven, and suggests that we improve that participation. He also goes on to pose the question "Why aren't students interested in the future of their campus/their own futures?"
  - H. Patrick Thanks Steven with a round of snapping
- B. Paul Tejedor from the Technology planning committee
  - A. Brings up that the new Wi-Fi technology will be coming within the next year.
  - B. **Feb 2016 is the planned campus wide release date of Office360**
  - C. **The new website will be unveiled this December.**
  - D. Also thanked with a round of snapping

VI. Discussion/Action Items: Nicolas/Martin

- A. Discuss/Approve reimbursing MCCD for overpayment of district FTE's, \$554.86. Will provide details at the ASCOM meeting.
  - A. **Irving motion/Olivia 2nd**
  - B. Patrick restated that this was tabled from last meeting.

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*For questions or information concerning ASCOM agendas, please contact Vickie Lamke [Vickie.Lamke@marin.edu](mailto:Vickie.Lamke@marin.edu) (415) 485-9376*

- C. Sadika explains that this happened multiple times this year, and that this is just a method of keeping up with enrollment.
- D. Sadika also mentions that we don't have to vote on this until they have the complete number needed for the reimbursement.
- E. Martin adds that he thinks that if we were over paid that we should definitely return the money.
- F. Sadika states that refunding now would be the better option as we could keep the budget up to date instead of keeping it on hold while we wait for the final updated amount needed for reimbursement.
- G. Patrick poses the question that we should choose what to do at this point since we've spent
- H. A Vote was called to approve.
- I. **Unanimous Approval.**

B. Discuss/Approve NTE \$500 for refreshments for Fall 2015 Student Success Speaker Series, acct#4500.04, pr's to follow.

- A. **Tim motion/Olivia 2nd**
- B. Tim, Diana, and Irving all gave their positive recantations of the student speaker series from last year, and how that impacted student life on campus.
- C. Sadika listed a few of the events that are scheduled for this semester, also posing the question to the ASCOM board "What is it that you would like to see happen during the Fall Speaker Series?"
- D. Patrick calls a vote for approval.
- E. **Unanimous Approval**

C. Discuss/Approve NTE \$1,000.00 for ASCOM Polo and T-shirts, for Summer/Spring & Fall semesters.

- A. **Martin motion/Irving 2nd**
- B. Sadika and Vickie discussed the idea of a summer shirt and winter shirt.
- C. The idea is white in summer, and a black, long-sleeved polo in winter.
- D. Sadika mentions that this may sound expensive, but is cheaper in the long run.
- E. Martin suggests name tags as another addition to the shirts.
- F. Patrick calls a vote for approval.
- G. **Unanimous Approval**

## VII. **New Business Martin/Irving**

A. Discuss ideas on how to address the recent sexual assault on campus.

- A. **Tim motion/Irving 2nd**
- B. Kexin mentions that this is a reoccurring problem on our campus, and asks why haven't we fixed this yet?
- C. Suggests having a speaker series with police officers, and have them teach some self-defense techniques.
- D. Patrick adds that he felt that this was very disturbing, given the wording. Saying that the message it gave was "Even your friends might assault you"
- E. Steven from PRAC adds that he feels Patrick's interpretation was wrong.
- F. Patrick says that the idea so far is to have a work shop with police officers/Self-defense trainers.
- G. Sadika adds that 1 out of every 5 woman will be sexual assaulted
- H. Patrick asks Diana to explain what Dennim day is about.
- I. Olivia explains that the history of the day comes from a Court Case where a judge said a woman was to blame for her sexual assault due to what she was wearing. This day is to show that that isn't the case at all. That you can wear whatever you want, and not have to fear what someone else might do to you. It's a day of -tsudsukimasu
- J. Sadika explains that we are under a mandate that stops the campus from disclosing all bits of information for the safety of any party involved.
- K. Sadika goes on to say that we should also be mindful of what language we use around survivors of sexual assault.
- L. Patrick says that he wants ASCOM to make sure they take the right stance on this issue.
- M. Irving adds that after the last sexual assault posters were put up around campus, and that they were very useful when it came to creating a safer campus.

B. Discuss Club Fest date and times.

- A. **Nicolas motion/Irving 2nd**
- B. Ideal would be five or more clubs show up with their president/leader manning the table to give out information, and hand out fliers.
- C. Patrick mentions that the Oct 7<sup>th</sup> date is currently not doable.
- D. Olivia says that she realizes the date will be hard to host an even on, but that she still believes it can be done.
- E. Martin says that, with the help of Irving, he contacted all the clubs, and gave them the Oct 7<sup>th</sup> date already.
- F. Patrick, again. Suggests that the date is pushed back to a better time slot. One that will work for the 5/6 clubs that aren't represented on campus.
- G. Nicolas asks if it's possible to require clubs to attend clubfest.
- H. Patrick thinks it might be, and that it could be a good topic of discussion next meeting.
- I. Nicolas says he will email Tim with an appropriate agenda request.
- J. Patrick also thinks that it shouldn't be just Olivia working on the event. That she needs more help.
- K. Last year a lot of clubs had mentioned how frustrated they were with club fest. Many clubs wanted to attend, but that it was too short notice.
- L. Martin states that the messages he left with the clubs were very clear as to where and when the event would be happening.

M. Olivia will push IVC back to the 15<sup>th</sup>, and KTD to the 13<sup>th</sup>.

VIII. **Announcements**

- A. Patrick says that he wants more people to speak up during meeting, and not just the usual people.
- B. First speaker series is this Wednesday, and it's about stress and anxiety surrounding midterms.

IX. **Adjournment** 4:20



Call to Order: 3:17

I. Roll Call

Board of Directors

Patrick McBurnie-Nicolay	President
Nicolas Jones	Vice President
Oldhina Alatrister e	Student Trustee
Timothy Clay	Secretary
Rebekah Ahn	Treasurer
Olivia Webb	Director of Student Activities, KTD
Irving Alatrister	Director of Student Activities, IVC
Martin Birmingham	Director of Student Services
Kexin Jin	Director of Public Relations
Kana Goto e	Director of Social Media
Diana Valdes	State Student Senate Rep.
Kevin Colgate	ESCOM Rep

ASCOM Advisor: Sadika Sulaiman Hara

Administrative Assistant Vickie Lamke

Auxiliary Members: Stephen Dargie, Emelio Castro, Paul Tejedor Cattleya Sankham, Aisha Ariff.

II. **Approval of Minutes & Agenda:**

III. **Open Forum: Tim motion/Irving 2<sup>nd</sup>**

A. **Derek Levy, Director of Student Success – presentation about SSSP plan**

IV. **Officer Reports: Irving Motion/Olivia 2<sup>nd</sup>**

A. Irving—Update on flags and banner

B. Irving passed around the fliers for Grilled Cheese day, ASCOM’s last event for the semester.

C. **Diana/Kana**—Discuss General Assembly

A. A lot of amendments, and resolutions were passed which were shown in the packet given during the meeting.

B. Martin asks if they were voting on changes regarding CA driver’s licenses.

C. Sadika explains that “Resolutions” are suggestions that are given to the Californian government after being approved.

D. Another resolution involved text book prices, and also priority enrollment for homeless students.

E. ASCOM was one of the smallest groups that attended.

V. **Committee Reports: Nicolas/Martin**

- ◆ Educational Planning Committee (EPC)
- ◆ Facilities Planning Committee (FPC)
- ◆ Governance Review Council (GRC)
- ◆ Instructional Equipment Committee (IEC)
- ◆ Planning and Resource Allocation Committee (PRAC)
- ◆ Professional Development Committee (PDC)
- ◆ Student Access/Success Committee (SAS)
- ◆ Technology Planning Committee (TPC)
  - 1) Emergency meeting taking place this week
  - 2) Presentation from someone part of IEP2
  - 3) 30min presentation from Tim Haley

VI. **Discussion/Action Items: Olivia Motion/Irving 2<sup>nd</sup>**

A. Discuss Approve an additional \$140.00 for refreshments/food for Wednesdays Speaker Series, acct#4500.04, pr’s to follow

A. Tim Motion/Martin 2<sup>nd</sup>

B. Patrick poses the question

C. **Unanimous Approval.**

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VII. Discussion/Action Items: Olivia Motion/Irving 2<sup>nd</sup>

A. Discuss Approve an additional \$140.00 for refreshments/food for Wednesdays Speaker Series, acct#4500.04, pr's to follow

- A. Tim Motion/Martin 2<sup>nd</sup>
- B. Patrick poses the question
- C. **Unanimous Approval.**

B. Discuss Approve NTE \$500.00 for printing new Business Card for ASCOM Board Members, acct#5820.01, pr's to follow.

- A. Nicolas/Martin
- B. Question
- C. **Unanimous Approval.**

C. Discuss/Approve NTE \$2,200.00 for ASCOM Fall 2015 Retreat in December, acct#5200, pr's to follow.

- A. Nicolas/Tim
- B. As of right now it will be 12/16-12/17 at the Double Tree in Berkley
- C. Patrick poses the question
- D. **Unanimous Approval.**

D. Discuss/Approve below Pr's as a group: Nicolas/Martin

- A. Reimburse Marilou Fragata for sending ASCOM taxes.
  - 1. Pr#10873, postage for tax forms 2014/2015, \$23.89
  - 2. Pr#10872, renewal fee form I99 2014/2015, \$50.00
  - 3. Pr#10871, filing fee form I99 2014/2015, \$10.00
- B. **Unanimous Approval**

E. Discuss/Approve writing a letter of support for keeping the self-paced Math classes available.

- A. Martin/Nicolas
- B. Patrick reads aloud the letter as written.
- C. Patrick also mentions that he had talked again to Solomon and had heard that they might already be reversing their decision.
- D. Martin asks if we can table the sending of the letter until a better time.
- E. Nicolas doesn't see a problem in sending it now.
- F. Olivia also believes there's no harm in sending the letter.
- G. Patrick calls a vote to amend action item E to say "Discuss/Approve Sending a letter of support for keeping the self-paced Math classes available"
- H.

F. Discuss/Approve NTE \$300.00 for Campus Police safety forum, acct#4500.04, Fresh & Natural, pr#10877.

- A. Jessica Tucker speaking on behalf of item
- B. Asks for no more than \$300.00 for food for the forum
- C. They're mainly looking for people to show up to help educate them on how to act during an emergency
- D. There will be a raffle with parking permits as the prizes.
- E. Open to everyone
- F. Patrick poses the question
- G. **Unanimous Approval**

G. Discuss/Approve changing the name of the Interfund Transfer-Transfer Center (acct#7300.17) to their new department name Transfer and Career Center and adding an additional \$2,000.00 to their line item. Andrea Mann from the Transfer and Career Center has submitted proposal and will present it at the 11-30-15 ASCOM Board meeting. BT \$2,000.00 from 7300.17 Interfund Transfer

MCCD Dept. into Transfer and Career Center, acct#7300.17. Then transfer funds into MCCD acct#12600-25451-45000-633000, pr#10863  
Tim/Irving

- A. Held every may
- B. Students need to provide proof to be recognized in the ceremony
- C. This is a way of giving students who wouldn't normally get a graduation ceremony a place where they can celebrate
- D. Last year they underestimated the price of catering, and are now requesting \$2,000.00 for music and food
- E. Patrick remembers working at the event last semester, and mentions how fun it was
- F. Catering will be done through Fresh and Natural
- G. Patrick poses the question
- H. **Unanimous Approval.**

H. Discuss/Approve \$1,280.00 Intrafund Transfer to Clubs 7200.09 into 9575.72 Model UN Club. For Far West conference fees

- A. Tim/Martin
- B. Speech is given about how there was a change in plans and how ASCOM needs to pay for the entire Model UN's conference
- C. Rebekah talks about how it would be really difficult choosing to commute to this event as it will usually end around midnight to 2am, and then start again early the next day
- D. Irving asks where he was initially attempting to get funding from, and he responded from the School District funding with comes from PRAC

E. Patrick poses the question

F. **Unanimous Approval.**

VIII. **New Business Martin/Olivia**

A. Patrick brings up setting the time for ASCOM's meetings next semester

B. Discuss Transportation for Fall 2015 Retreat.

IX. **Announcements Tim/Olivia**

A. Feminine hygiene drive for homeless women held by S4SJ

X. **Adjournment 4:26**

Patrick McBurnie-Nicolay \_\_\_\_\_  
ASCOM President

Sadika Sulaiman Hara \_\_\_\_\_  
ASCOM Advisor



Call to Order: 8:15am  
I. Roll Call

Conference Rm

Board of Directors

- |                          |  |
|--------------------------|--|
| Patrick McBurnie-Nicolay | President  |
| Nicolas Jones            | Vice President                                     |
| Oldhina Alatraste        | Student Trustee (arrived 8:19)                     |
| Vacant                   | Secretary  |
| Rebekah Ahn              | Treasurer (excused)                                |
| Olivia Webb              | Director of Student Activities, KTD (arrived 8:37) |
| Irving Alatraste         | Director of Student Activities, IVC                |
| Martin Birmingham        | Director of Student Services                       |
| Kexin Jin                | Director of Public Relations                       |
| Kana Goto                | Director of Social Media                           |
| Diana Valdes             | State Student Senate Rep. (arrived 8:19)           |
| Kevin Colgate            | ESCOM Rep (ea)                                     |

ASCOM Advisor: Sadika Sulaiman Hara

Administrative Assistant Vickie Lamke

Auxiliary Members: Stephen Dargie, Emelio Castro, Cattleya Sankham, Aisha Ariff.

II. **Approval of Minutes & Agenda: approval of all minutes moved to next meeting agenda approved unanimously**

III. **Open Forum:**

- A. Sadika – Patrick should email AUX members about new meeting time.
- B. Sadika report that the Office of College Operations is reviewing proposals for vendors, they need 2 students to be present for the review February second from 1-4 pm Patrick will be there 2:30 – 4 Irving might be able to cover first half.
- C. Patrick met with Derek Levy about student equity plan they are hiring more staff to help with Umoja and Puente programs and increasing funding for special interest community. (Derek Levy presentation on student equity 2<sup>nd</sup> half of next meeting)

IV. **Officer Reports: Diana 2<sup>nd</sup> Nick**

- A. ICC – Nick  
Coordinate with Vickie on active club listing for Spring 2016, first ICC meeting will be held in 2 weeks.
- B. Activities calendar for IVC and KTD (one event per month) – Irving and Olivia  
Irving is planning events schedule he will be done planning this week, same situation for Olivia.
- C. Elections – Martin and Patrick  
Martin Talks about elections.
- D. Media and tech – Kana  
Kana will help with election videos and her goal is to increase traffic to the page.
- E. Advertising Plan-Kexin
  - A. Tie posters with string
  - B. We can put the suggestion box near our
  - C. Nick questions secretary vacancy
  - D. Next meeting there will be an agenda item about the filling the empty position
  - E. Discussion on shirts
- F. Diana No update on general assembly  
There was a meeting over break
- G. Oldhina  
Issue that they were going to close IVC pool, 43,000.00 for pool heaters. The pool is always out so this will affect the classes.  
Mens basketball team is giving back trophy and they can't play for 2 years. There are only 5 players they are appealing the decision.

V. **Committee Reports:**

- ◆ Educational Planning Committee (EPC)
- ◆ Facilities Planning Committee (FPC)
- ◆ Governance Review Council (GRC)
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- VI. **Discussion/Action Items: Nick/Olivia**
- A. Discuss/Approve an additional NTE \$10.00 to cover IVC Harvest Day Luncheon, this will cover pr#10866, Sadika's purchase of ice for ice tea, acct#4500.01. Nick/Diana **Pass.**
  - B. Discuss/Approve NTE \$1,100.00 for the Spring 2016 Speaker Series, acct#4500.04, pr's to follow. Olivia/Nick **Pass.**
  - C. Discuss/Approve NTE \$250.00 for ASCOM Board Members Spring 2016 Parking Permits, acct#4500.31, pr#10894. Nick/Irving **Pass.**
  - D. Discuss/Approve debit of \$48.50 on the Rep Fee account to pay for the 400 Deposit booklets ordered, acct#4500.01s(No need for a PR as this was an automatic debit on the account). Olivia/Nick **Pass.**
  - E. Discuss/Approve NTE \$1,500.00 for storage shed, acct#6400, pr#10895, vendor to foollow. Diana/Nick **Pass** (5 pass 3 abstain).
  - F. Discuss/Approve NTE \$6,000.00 for the printing of the COM Student Handbook. Diana/Nick **Table.**
  - G. Discuss Approve an additional \$140.00 for refreshments/food for Wednesdays Speaker Series, acct#4500.04, Fresh and Natural, pr to follow, Irving/Olivia **Pass.**
- VII. **New Business Martin/Olivia**
- A. The office of College Operations will be reviewing proposals and presentations for the two vendors submitting bids for Refunds, they've asked we appoint two people from our area (preferably students) to sit on this committee. Presentations are currently scheduled for Tuesday, February 2, 2016 at the Indian Valley Campus, approximate time needed is between 1:00pm-4:00pm, there will be 2, 1 hour presentations and discussion time.
    - A. (Moved to open forum)
- VIII. **Announcements Diana/Oldhina**
- IX. **Adjournment 9:30am**