



Associated Students of Merritt College (ASMC) Incorporated



September 5th, 2025 | 10:00am - 12:30pm

12500 Campus Drive, Oakland, CA 94619

ASMC Chambers, R-127

ASMC Meeting Minutes

Merritt College Mission: The mission of Merritt College is to enhance the quality of life in the community we serve by helping students to attain knowledge, master skills, and develop the appreciation, attitudes and the values needed to succeed and participate responsibly in a democratic society and a global economy.

NOTICE IS HEREBY GIVEN that the Associated Students of Merritt College will hold a

Regular meeting on Friday, September 5, 2025, from 10:00 AM – 12:30 PM

The meeting information is noted below:

The ASMC Inc. Council reserves the right to suspend the orders of the day if necessary to conduct business. All Associated Students of Merritt College meetings are held in locations that are wheelchair accessible. Other reasonable accommodations may be provided upon request. Persons requesting such accommodation are requested to notify the Director of Student Activities and Campus Life, Doris Hankins dhankins@peralta.edu no less than two (2) working days prior to the meeting. Efforts will be made to meet requests made after that deadline. Contact the President at asmcpresident@peralta.edu for agenda related items.

I. CALL TO ORDER

II. ROLL CALL:

Position & Name	Present	Absent
President- Davina Malbrough	P	
Vice President- Vacant		

Vice President of Finance- Fatima Jelks	P	
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Vice President of Communications- Vacant		
Vice President of Participatory Governance- Vacant		
Vice President of Inter-Club Council ICC- Kosi Ugeh	P	
Senator- Vacant		

III. APPROVAL OF AGENDA - VP of Finance Jelks motioned to approve the agenda, VP of ICC Ugeh Seconded. Motion was passed unanimously

IV. APPROVAL OF MINUTES

August 22, 2025

- **Motioned dies minutes will be postponed until next meeting**

V. PUBLIC COMMENT {BROWN ACT §54954.3}

This segment of the meeting is reserved for members of the public to directly address the ASMC Inc. Council on any matters that are within its jurisdiction and not on the present agenda. A time limit of three (3) minutes per speaker and twelve (12) minutes per topic will be allowed. The law does not permit any action to be taken, nor extended discussion of items not on the agenda. The opportunity for public comment on items that appear on the present agenda can be taken at the beginning of each item. The Associated Students of Merritt College may briefly respond to comments made or questions posed. To place an item on a future agenda, contact the Vice President of Communications at asmcvpcommunication@peralta.edu and copy the President at asmcpresident@peralta.edu.

VI. APPOINTMENTS & REMOVALS (10 Minutes)

VII. GUEST SPEAKERS (20 Minutes)

VIII. Reports

Advisors | 5 Minutes

President | 5 Minutes

Vice President of Finance | 5 Minutes

Vice President of ICC | 5 Minutes

IX. New Business

A. 2025 CCCSAA Student Leadership Conference | 5 Minutes The board will discuss and take action to attend the general assembly. This cost shall not exceed \$4000. - **VP of Finance Jelks motioned to discuss, VP of ICC Ugeh Seconded.** - **VP of Finance Jelks motioned to approve CCCSAA without the cost exceeding \$4000, VP of ICC Ugeh Seconded. Motion was passed unanimously**

B. Replacing Lost ID Cards| 5 Minutes

The Board will discuss and take action to waive the \$5 fee for lost ID cards for the first two weeks of school.

- **There was no motion to proceed with Replacing Lost ID Cards, and the matter was not discussed.**

C. Electronic Payments| 5 Minutes

The Board will discuss and take action to select a method for accepting electronic donations and payments. The cost will not exceed \$500 for the academic year. - **VP of ICC Ugeh motioned to discuss, VP of Finance Jelks Seconded. The decision was that we will purchase a square and use paypal as forms of payment for fundraising.**

- **President Malbrough motioned to approve the electronic payments for this academic school year, with the cost not to exceed \$500. VP of ICC Ugeh seconded. With roll call the motion passed unanimously.**

D. Committee Appointments| 5 Minutes

The Board will discuss and take action to appoint ASMC and other student leaders to be student representatives for campus participatory committees.

- **VP of ICC Ugeh motioned to discuss, VP of Finance Jelks Seconded.**

VP of Finance Jelks was appointed to the college budget committee and the facilities committee. VP of ICC Ugeh was appointed to the Council of Dept. Chairs & Program Directors (CDCPD) and the Graduation Committee.

E. ASMC Stipend Rubric| 5 Minutes

The Board will discuss and take action to approve the ASMC Stipend Rubric.

- **This item was tabled until the next meeting.**

F. Committee Appointments | 15 Minutes

The Board will discuss and take action to approve the appointment of students to serve on the campus and district participatory governance meetings.

- **This item was tabled until the next meeting.**

G. ASMC Goals | 30 Minutes

The Board will discuss and take action to create goals, community agreements, and meeting norms.

- **VP of ICC Ugeh motioned to discuss, VP of Finance Jelks Seconded.**

X. ANNOUNCEMENTS

Reserved for members of ASMC Inc. Council to make announcements and no discussion will occur and no action may be taken.

XI. ADJOURNMENT - This meeting was adjourned at 11:38am