



Associated Students of College of San Mateo

## Inter Club Council Regular Meeting Agenda

Tuesday, January 27, 2026, 1:15 p.m.

North Hall Building 18, Room 308  
College of San Mateo; 1700 W. Hillsdale Blvd.; San Mateo, CA 94402

The public is invited and encouraged to attend ASCSM Inter Club Council (ICC) meetings. All meetings are open to the public and are accessible to those with disabilities. Start times are approximate. The public may address the Council on non-agenda items during the Announcements and Hearing of the Public items on the agenda. Members of the public may participate in discussions only when recognized by the chair. The Council reserves the right to suspend the orders of the day if necessary to conduct business.

### 1. Call to Order

### 2. Roll Call

### 3. Approval of the Agenda

### 4. Approval of the Minutes of Prior Meeting(s)

### 5. Announcements and Hearing of the Public

During this time, members of the public may address the Council on non-agenda items. Limit of 15 minutes per topic and 3 minutes per speaker.

### 6. Reports

- a. Chair Leticia Dominguez
- b. Vice Chair Samantha Nguyen
- c. Club Reports
- d. Advisors
  - i. Aaron Schaefer, Student Life and Leadership Manager
  - ii. Fauzi Hamadeh, Student Life and Leadership Assistant
  - iii. Mondana Bathai, Student Life Staff Assistant

### 7. Information and Discussion Items

#### a. Introduction and Overview of Inter Club Council

The Council shall receive an overview of the ICC's function, as well as the responsibilities of ICC representatives. No action to take place.

#### b. Review of Ralph M. Brown Act and Parliamentary Procedure

The Council shall review, discuss and consider information regarding the Ralph M. Brown Act (California Government Code Section 54950, et seq.) and Robert's Rules of Order/parliamentary procedure. No action to take place.

#### c. Funding for Chinese New Year Celebration – Chinese Scholars and Students Association (CSSA)

The Council shall discuss and consider recommending the approval of funding to support the Chinese Scholars and Students Association's Chinese New Year Celebration. Possible action to take place.

### 8. Action Items

#### a. Plans for Spring 2026 Club Fair

The Council shall review and discuss plans for the Fall 2025 Club Fair. Possible action to take place.

### 9. Future Agenda Items

At this time, members of the ICC may suggest agenda items for consideration for future meetings.

### 10. Final Announcements and Hearing of the Public

During this time, members of the Council and the public may voice any concluding comments. Limit of 15 minutes per topic and 3 minutes per speaker.

### 11. Adjournment



## Inter Club Council Meeting Minutes (Unapproved)

Tuesday, November 25, 2025

The meeting was called to order at 1:20 p.m.

### ROLL CALL

Officers	Chair Leticia Dominguez; Vice Chair Samantha Nguyen
Clubs Present	Astronomy Club, Book Club, Brazilian Club, Burmese Students Association (BurSA), Computer Science Club, Creative Writing Club, CSM Democrats, CSM Entrepreneurship Club, Culinary Club, Data Engineering Club, Film and Production Club, Financial Futures Club, Google Developer Group @ CSM, International Students Association, Japanese Culture Club, Katipunan, Puente LatinX Club, Raices Que Danzan Folklorico Club, Students for a Greener Environment (SAGE), Sista2Sista, Thrive Campus Ministry, Transfer Club, Veterans Club, Volunteer Club, Writer's Project
Other Clubs Present	Black Student Union
Advisor(s) Present	Fauzi Hamadeh, Student Life and Leadership Assistant

### APPROVAL OF THE AGENDA

Motion to approve the agenda by Thrive Club; seconded by Brazilian Club. Hearing no objections, the motion was carried.

### APPROVAL OF THE MINUTES OF PRIOR MEETING(S)

Motion to approve the meeting minutes of November 18, 2025, by Book Club; seconded by Thrive Campus Ministry. Hearing no objections, the minutes were approved as presented.

### ANNOUNCEMENTS AND HEARING OF THE PUBLIC

None.

### REPORTS

Chair Leticia Dominguez congratulated clubs for their consistent attendance and gave a special shoutout to the Film and Production Club for their strong efforts. She reminded members to always arrive prepared for Senate meetings and expressed pride in everyone's productivity this semester. She announced that emails regarding the Spring Club Fair and the first ICC meeting of next semester will be sent out soon. All clubs with funding proposals approved at today's ICC meeting must attend the Student Senate meeting on Monday, December 1. Ms. Dominguez also confirmed that ICC will continue meeting every Tuesday from 1:15 to 2:15 p.m. in the spring.

Vice Chair Samantha Nguyen expressed how proud she was of all the clubs for their recent events and hard work. She wished members good luck on finals and hoped everyone would enjoy a restful Thanksgiving and winter break.

Student Life and Leadership Assistant Fauzi Hamadeh reminded students to plan ahead, noting that Student Life would be closed the following afternoon. Clubs were encouraged to visit the Center for Student Life on Monday, December 1, for assistance before the break. Advisors also encouraged students to consider running for Student Senate positions. Clubs were reminded to submit pending reimbursements promptly, since any reimbursements submitted after the college closes for winter break will not be processed until January. Paperwork for spring clubs may be submitted starting December 1. Mr. Hamadeh thanked everyone for their involvement in ICC and looked forward to the next semester.

### **FUNDING FOR FOOD FOR CULINARY CLUB COLLAB – JAPANESE CULTURE CLUB**

A collaborative funding request of \$610 was presented for a spring onigiri-making workshop. The request includes \$500 for premade food and \$45 for sanitary equipment, with additional supplies such as gloves available through Student Life. The workshop will take place in the Maker Space in the Library and is expected to serve approximately 20 participants. Since the event will occur next semester, the clubs requested approval now to use funds in spring. Motion to approve by Puente Club; seconded by Transfer Club. The funding proposal was passed with all clubs present voting in favor except for the Entrepreneurship Club, which voted no.

### **FUNDING FOR THRIFT STREET MARKET – SAGE CLUB**

SAGE Club presented a request totaling \$716 for a thrift event starting in February, which would include serving boba and partnering with Plato's Closet to redistribute clothing to CSM students. Mr. Hamadeh noted that not enough logistical information was provided, specifically regarding purchases, agreements with Plato's Closet, and event setup. Because the event lacked sufficient detail, Culinary Club and Financial Futures withdrew their motions, and the funding request was tabled until next semester.

### **FUNDING FOR HOLIDAY HOT CHOCOLATE MAKING WORKSHOP – CULINARY CLUB**

The Culinary Club requested \$150 to host a stress-relief event during finals in collaboration with the Library. Toppings will be purchased from Safeway, which may require a reimbursement form. The club was reminded that reimbursement requests must still be approved in advance through ICC. Funding amounts may be adjusted if supplies such as cups are needed. Motion to approve by Thrive Club; seconded by Puente Club. The funding proposal was passed with all clubs present voting in favor except for CSM Democrats, Entrepreneurship Club, and Electronics Club, which opposed the funding.

### **FUNDING FOR END OF THE SEMESTER CELEBRATION – COMPUTER SCIENCE CLUB**

The Computer Science Club requested funding for an end-of-semester celebration featuring fast food, drinks, and other refreshments. Approximately 20 participants are expected. Mr. Hamadeh expressed concern that the quantity of food requested seemed high for the projected attendance and recommended adjusting the funding request before the December 1 Senate meeting. Motion to approve by Book Club; seconded by Thrive Campus Ministry. The funding proposal was passed with all clubs present voting in favor except for Entrepreneurship Club, which voted no, while SAGE and Sista2Sista abstained.

### **FUNDING FOR LAST FALL MEETING – MEDICAL SCHOLARS CLUB**

Due to the absence of a representative from the Medical Scholars Club, this item was tabled until a future meeting.

### **FUTURE AGENDA ITEMS**

The council noted that next week will be the final Student Senate meeting of the semester. Remaining funding proposals will be reviewed, and further discussion of the Spring Club Fair will continue. ICC will also revisit meeting procedures and brainstorm improvements next semester.

### **FINAL ANNOUNCEMENTS AND HEARING OF THE PUBLIC**

Members were reminded to remain respectful and thoughtful during all funding discussions. Representatives should be prepared for questions and stay open to change. Leadership expressed pride in everyone's hard work and encouraged clubs to maintain a positive and collaborative environment.

### **ADJOURNMENT**

Hearing no objections, the meeting was adjourned at 1:58 p.m.

Submitted by,

Samantha Nguyen  
ICC Vice Chair



# Associated Students of College of San Mateo

## Funding Proposal

For the meeting of Student Senate: Monday, Jan. 26, 2026

Title of Proposal Chinese New Year Celebration

Being Proposed by Chinese Scholars and Students Association (CSSA) Lead Coordinator Jing Ee Ong

Event Date(s) 02/18/2026

ASCSM Account 5031 – ICC / Club Assistance

### DESCRIPTION

This event introduces the traditions and cultural significance of the Chinese New Year, highlighting its customs, symbolism, and meaning.

The event will feature various cultural activities such as calligraphy, traditional games such as Mahjong, and traditional Chinese food will be served. The event will be located at B10-380 Center of Global Engagement on Wednesday, February 18, from 11:30 am-1 pm.

Item Description	Cost
1. <u>Food &amp; Drinks</u>	<u>\$1000.00</u>
2. <u>Activities &amp; Decoration</u>	<u>\$150.00</u>
3. <u>Photobooth</u>	<u>\$100.00</u>
4. _____	_____
5. _____	_____
Total Funding Request	<u>\$1250.00</u>

### For ASCSM Secretary Use Only

Motion by \_\_\_\_\_ Second by \_\_\_\_\_

Result of Vote    In Favor \_\_\_\_\_    Opposed \_\_\_\_\_    Abstained \_\_\_\_\_    Passed \_\_\_\_\_    Failed \_\_\_\_\_