



Associated Students of College of San Mateo

## Inter Club Council Regular Meeting Agenda

Tuesday, September 20, 2022, 1:15 p.m.

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

**For the latest information regarding SMCCCD COVID-19 masking requirements, please visit <https://smccd.edu/return-to-campus/>.**

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.

**I. Call to Order**

**II. Roll Call**

**III. Approval of the Agenda**

**IV. Approval of the Minutes of Prior Meeting(s)**

**V. 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.

**VI. Reports**

- a. Chair Jane Petelo
- b. Vice Chair vacant
- c. Club Reports
- d. Advisors
  - i. Aaron Schaefer, Student Life and Leadership Manager
  - ii. Fauzi Hamadeh, Student Life and Leadership Assistant

**VII. Information and Discussion Items**

**a. Process for Funding Requests**

The Council shall review and discuss the process for requesting funds from the Inter Club Council and Student Senate. No action to take place.

**VIII. Action Items**

**a. Plans for Fall 2022 Club Fair**

The Council shall review and discuss plans for the fall 2022 Club Fair. Possible action to take place.

**IX. Future Agenda Items**

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

**X. 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.

**XI. Adjournment**



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## **Inter Club Council Meeting Minutes (Unapproved)**

Tuesday, September 13, 2022

### **CALL TO ORDER**

The meeting was called to order at 1:21 p.m.

### **ROLL CALL**

Officers Present: Jane Petelo, Chair

Clubs Present: Active Minds, Brothers Empowering Brothers Club, Chinese Students and Scholars Association, Computer Science Club, DREAM Campus Ministry, Mana Rugby Club, Phi Theta Kappa, Puente Club, Transfer Club, Umoja Club, Vakatasi, Writers Project

Advisors Present: Fauzi Hamadeh, CSM Student Life and Leadership Assistant

### **APPROVAL OF THE AGENDA**

Motion to approve the agenda as presented by Puente Club; seconded by Brothers Empowering Brothers Clubs. Hearing no objections, the motion carried.

### **APPROVAL OF THE MINUTES OF PRIOR MEETINGS**

Hearing no objections, this item was tabled until a future meeting.

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

None.

With no objections, the Council suspended the order of the day, skipped Reports, and took up Information and Discussion Items A and B, Introduction and Overview of Inter Club Council and Review of Ralph M. Brown Act and Parliamentary Procedure, respectively.

### **INTRODUCTION AND OVERVIEW OF INTER CLUB COUNCIL**

Mr. Hamadeh provided an overview of Inter Club Council, its relation to the Student Senate, and the role of the ICC Representatives. Mr. Hamadeh highlighted that ICC is intended to be a venue for communication and collaboration among the clubs and student organizations. He also noted that the Student Senate has set aside \$20,000 to support club events activities for the 2022-2023 academic year.

### **REVIEW OF RALPH M. BROWN ACT AND PARLIAMENTARY PROCEDURE**

Mr. Hamadeh gave a summary of the Ralph M. Brown Act and its requirements as a “sunshine” law. He said that the law requires that ICC agendas be posted in public at least 72 hours in advance of any regular meeting. Mr. Hamadeh said that once an agenda is posted, items may not be added to it and that all business, including votes, must be done in an open and public meeting. Mr. Hamadeh also provided a high-level overview of parliamentary procedure and Robert’s Rules of Order. He said that Robert’s Rules of Order is designed to ensure that the minority voice is heard will protecting the right of the majority to get things done. Mr. Hamadeh explained that a loose interpretation of Robert’s Rules of Order is

employed by ICC. He stressed that parliamentary procedure is a tool and that it should never get in the way of moving meetings along.

### **PLANS FOR FALL 2022 CLUB FAIR**

The members of ICC decided to hold the fall club fair on Tuesday, October 4, and Wednesday, October 5. The group also decided to hold the event inside College Center Building 10 and to use a passport system so that students will have to visit a certain number of club tables before receiving food. Mr. Hamadeh will send out an online sign-up form so that clubs may register for the fair.

### **FUTURE AGENDA ITEMS**

- ICC Funding Process

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

None.

### **ADJOURNMENT**

Motion to adjourn at 2:14 p.m. by Puente Club; seconded by Writers Project. Hearing no objections, the motion carried.

Submitted by,

Fauzi Hamadeh  
Student Life and Leadership Assistant