



Associated Students of College of San Mateo

Student Senate Regular Meeting Agenda

Monday, July 7th, 2025, 2:15 pm

In-Person: Center for Equity, Leadership and Community Building 17, Room 146
College of San Mateo; 1700 W. Hillsdale Blvd.; San Mateo, CA 94402

Via Zoom: Join Link: <https://smccd.zoom.us/j/84514964656?pwd=rTQYD6mGzpRbcqgG5lGzqIUxKDFjnh.1>

Dial-In Number: (669) 444-9171 | Webinar ID: 845 1496 4656 | Passcode: 542389

Please silence all cell phones and other electronic devices.

The public is invited and encouraged to attend ASCSM Student Senate meetings. All meetings are open to the public and are accessible to those with disabilities. Start times are approximate. The public may address the Student Senate 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 Student Senate 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 Hearings of the Public

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

6. Reports

a. Officers

- i. President Jaden Nguyen
- ii. Vice President Jing Ee Ong
- iii. Finance Director Moe Thanzin Cho
- iv. Vice Chair Leticia Dominguez
- v. Secretary Vanshika Sharma
- vi. District Student Trustee Michael Llanell

b. Senators

Including reports from ASCSM boards and committees, ASCSM task forces, college and district participatory governance committees, and other boards, committees, or organizations.

c. College of San Mateo Administration

Including the college president, the vice president of student services, members of the executive leadership team, deans, and any other college administrators wishing to report to the Student Senate.

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. Appointments – President Nguyen**
The Senate shall discuss and consider any and all appointments and/or recommended appointments to the Student Senate, ASCSM Boards and/or task forces, any College and/or District participatory governance committees, and/or any other appointments that may be deemed necessary. Possible action to take place.
- 8. Introduction and Welcome of College Director of Community Relations and Marketing**
The Senate shall welcome and meet the College’s new Director of Community Relations and Marketing, Elizabeth Smith. No action to take place.
- 9. Participatory Governance Presentation**
The Senate shall receive a presentation on Participatory Governance. No action to take place.
- 10. Draft Budget Overview Presentation**
The Senate shall be presented with the first draft budget for 2025-26. Possible action to take place.
- 11. Senate Office Rules and Clean Up Schedule**
The Senate shall receive an updated draft of the Senate Office rules, along with the draft of the clean-up schedule put together by yours truly. Possible action to take place.
- 12. Funding for Welcome Week 2025**
The Senate shall discuss and consider approving funds to organize the Welcome Week 2025 event. Possible action to take place.
- 13. Discussing the ASCSM Coastsides Presence**
The Senate shall discuss and consider their presence on the Coastsides campus. Possible action to take place.
- 14. Discussing potential Meet and Greet event at CSM Coastsides**
The Senate shall discuss and consider organizing a potential meet and greet event at CSM Coastsides Campus. Possible action to take place.
- 15. Future Agenda Items**
During this time, members of the Senate may suggest agenda items for consideration for future meetings.
- 16. Final Announcements and Hearing of the Public**
During this time, members of the Senate and the public may voice any concluding comments. Limit of 15 minutes per topic and 3 minutes per speaker.
- 17. Adjournment**



Student Senate Regular Meeting Minutes (Unapproved)

Monday, June 23rd, 2025

The meeting was called to order at 2:18 pm.

ROLL CALL

Members Present: President Jaden Nguyen, Finance Director Moe Thanzin Cho, Secretary Vanshika Sharma, Vice Chair Leticia Dominguez, Senators Ameer Dababo, Jeremiah David, Alia Ejiri, Ryan Farzaneh, Maylani Fiel, Honey Hin, Lauren Hong, Alyssa Jose, Finola Miqailla, Aung Phone Kyaw, Lukas Real, Nyam Simm Sett, Thiri Thu, Alfonso Villalvazo, April Yuan

Advisors Present: Aaron Schaefer, Student Life and Leadership Manager; Fauzi Hamadeh, Student Life and Leadership Assistant

APPROVAL OF THE AGENDA

Motion to approve the agenda as presented by Senator Thu, seconded by Senator Sett. Hearing no objections, the motion carried.

APPROVAL OF THE MINUTES OF PRIOR MEETING(S)

Motion to approve the minutes of the June 9th, 2025, ASCSM Senate meeting as presented by Senator Farzaneh, seconded by Senator Real. Hearing no objections, the motion carried.

ANNOUNCEMENTS AND HEARINGS OF THE PUBLIC

None.

REPORTS

President Nguyen congratulated the newly selected Board Chairs.

Student Trustee Llanell introduced himself to the new group and explained a bit about his role as a student representative at the district level. He also brought up his Coastsides club and urged interested members to get in touch with him to sign up.

Mr. Schaefer, Student Life and Leadership Manager:

- Hoped that despite the scary news of a possible World War 3 adding even more tension to the current climate, the Senate would step up as leaders of the campus and help the students
 - They can do so by bringing over the concerns of other students that they are privy to, to the Senate
 - Assist administration and staff
- Reported that Classified Senate appreciation day is on Thursday, at 2:30pm in the Plaza. Those interested are encouraged to join in!

Mr. Hamadeh, Student Life and Leadership Assistant:

- Asked the group to check in with him before using the cubby lockers in the Senate Office
- Reported that he would no longer be printing a full 20 set of agendas to save paper
- Requested the group to pay attention and not be on their personal devices if it isn't necessary

APPOINTMENTS

Name	Position	First by	Second by	Vote
Jeremiah David	Public Relations Board Chair	Senator Kyaw	Senator Sett	All in favor
Ryan Farzaneh	Advocacy Board Chair	Senator Fiel	Senator Real	All in favor
Lauren Hong	Equity Affairs Board Chair	Senator Ejjiri	Senator David	All in favor
Alyssa Jose	Programming Board Chair	Senator Fiel	Senator Kyaw	All in favor

BROWN ACT PRESENTATION

Mr. Schaefer gave a presentation on the Ralph M. Brown Act and the rules that pertain to and apply to the Senate and the other boards.

GENERAL BUDGET OVERVIEW

Mr. Hamadeh gave a general overview of the budget. A draft Stage 1.0 budget will be submitted and presented by the next Senate meeting.

SENATE OFFICE RULES AND CLEAN UP

Mr. Hamadeh gave the members of the Senate an overview of the general Senate Office rules developed by past Senate to be mindful of other people using the office. Secretary Sharma presented the office clean up schedule and guidelines. Some recommendations for the latter included cleaning up the office only once a week on Mondays for the Summer.

FUNDING FOR ASCSM NAME BADGES

Motion to fund \$500.00 from the Publicity account (5151) to purchase name badges for members of the Student Senate by Senator Jose; seconded by Senator Dababo. The motion was carried with all members present voting in favor.

APPOINTMENT OF OFFICE REFURBISHMENT TASKFORCE

ASCSM 2025-2026 Goals Taskforce Members – President Nguyen, Vice Chair Dominguez, Senator Fiel.

APPOINTMENT OF WELCOME WEEK TASKFORCE

ASCSM 2025-2026 Welcome Week Taskforce Members – President Nguyen, Vice Chair Dominguez, Senators Jose, David, Yuan, Villalvazo, Hin, Fiel, Kyaw, Thu, Miqailla, and Dababo.

FUTURE AGENDA ITEMS

- Draft Budget
- Senate Office rules + clean up
- Welcome week funding proposal
- Participatory governance presentation

FINAL ANNOUNCEMENTS AND HEARING OF THE PUBLIC

- None

ADJOURNMENT

Motion to adjourn at 3:54 pm by Senator Kyaw; seconded by Senator Sett. Hearing no objections, the motion carried.

Submitted by,

Vanshika Sharma

ASCSM Secretary 

Agenda Item #7: Appointments

The Senate shall discuss and consider any and all appointments and/or recommended appointments to the Student Senate, ASCSM Boards and/or task forces, any College and/or District participatory governance committees, and/or any other appointments that may be deemed necessary. Possible action to take place.

**Agenda Item #8: Introduction and Welcome of College Director of
Community Relations and Marketing**

The Senate shall welcome and meet the College's new Director of Community Relations and Marketing, Elizabeth Smith. No action to take place.

Agenda Item #9: Participatory Governance Presentation

The Senate shall receive a presentation on Participatory Governance. No action to take place

Agenda Item #10: Draft Budget Overview Presentation

The Senate shall be presented with the first draft budget for 2025-26. Possible action to take place.

ASCSM Office Rules

1. The Center for Student Life and the ASCSM Office are meant to be open, safe, and inclusive environments. Racist, sexist, homophobic jokes or comments will not be tolerated.
2. Please keep the ASCSM Office area clean. Pick up after yourself.
3. Computers are first come, first serve. Those working on Student Senate business have priority.
4. No food or drinks at the computers.
5. Be mindful that this is a shared environment. Please keep noise and horseplay to a minimum.
6. The hours between 8 am and 12 pm (noon) each day are designated “quiet” study time in the ASCSM Office.
7. One guest per Senator/Officer in the ASCSM Office. The inviting Senator/Officer must be present in the office with their guest.
8. Guests may not use ASCSM Office computers unless for Senate-related business.
9. Guests may be asked to leave for any inappropriate behavior or if the area is too crowded.
10. The use of the ASCSM Office telephone is for official Senate and/or College business. Local personal calls are acceptable if they are brief.
11. The printer in the ASCSM Office is for official business only. Please limit yourself to 10 copies or less per item. If you need more than 10 copies, please see Center for Student Life staff to complete a Copy Request Form.
12. The ASCSM Office is available for use during the normal hours of operation of Building 17. Generally, this is from 7:30 am to 10:30 pm, Monday through Thursday and 7:30 am to 5 pm on Friday. The building is closed on weekends, holidays, and between class sessions. Staying in the ASCSM Office after 10 pm is strictly prohibited.
13. Members of the Senate are responsible for keeping the ASCSM Office, including the microwave and refrigerator, clean. Members will be grouped into teams and assigned a week to clean the microwave and refrigerator. Failure to keep the refrigerator and microwave clean may result in their removal from the ASCSM Office.
14. Food is not to be left in the refrigerator longer than one (1) week. Everything will be thrown out on Friday afternoons.

Senate Room Cleaning Schedule

Guidelines:

- Be mindful of the space and maintain organization
- Please throw out the trash before leaving the room
- Cleaning will happen twice a week (Wed & Fri), in pairs
- List of things to do
 - Wipe the floors
 - Clear out the fridge
 - Clear the counters and tabletops
 - Organize the computer tables (maybe check if anything requires charging?)
- In case of a holiday, the clean-up will happen the day after
- Let Student Life know if we are out of cleaning supplies
- Finally, let the front desk know when you are done with your task - for accountability :)

Pairs: (Randomized)

Name	Name	Day
Aung	Ryan	
Jaden	Alyssa	
Alfonso	Jeremiah	
Leticia	Ameer	
April	Nyam	
Thiri	Honey	
Jing	Lukas	
Maylani	Juna	
Lauren	Alia	
Finola	Moe	



Associated Students of College of San Mateo

Funding Proposal

For the meeting of **Monday, July 7, 2025**

Title of Proposal **Funding for Welcome Week 2025**

Being Proposed by **Welcome Week Task Force** Lead Coordinator **Alyssa Jose**

Event Date(s) **Tuesday, August 27, and Wednesday, August 28**

ASCSM Account **5150 Programs**

DESCRIPTION

Each semester, the Associated Students sponsor a welcome event for students. The event usually includes games, free food, and giveaways. This proposal will provide funding for the Fall 2025 Welcome Week event.

Item Description	Cost
1. <u>Fall 2025 Welcome Week Event</u>	<u>\$6,500.00</u>
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
Total Funding Request	<u>\$6,500.00</u>

For ASCSM Secretary Use Only

Motion by _____ Second by _____

Result of Vote In Favor _____ Opposed _____ Abstained _____ Passed _____ Failed _____

Agenda Item #13: Discussing the ASCSM Coastside Presence

The Senate shall discuss and consider their presence on the Coastside campus. Possible action to take place.

**Agenda Item #14: Discussing Potential Meet and Greet Event at CSM
Coastside**

The Senate shall discuss and consider their presence on the Coastside campus. Possible action to take place.