



Inter-Club Council (ICC) Meeting

Date: May 14th, 2024

Time: 2:00 - 3:00 pm

Location: Toyon Room (2020)

Club Handbook: <https://foothill.edu/clubs/pdf/icc-handbook.pdf>

I. Call to Order

A. Meeting called to order at 2:09pm.

II. Roll Call

- Active Minds of Foothill College
- ADHD Club
- Afghan Student Association
- Anime Club
- Anthropology Club
- Archery Club (late)
- Asian American Association
- Badminton Club
- Bikini Bottom Social Krew
- Black Student Union
- BSS Student Lounge Club
- Business and Entrepreneurship Club
- Car Club
- Chinese Campus Fellowship
- Christians on Campus
- Computer Science Club
- Current Events Club
- Cybersecurity Club of Foothill College
- Dental Hygiene Club
- Desi Student Union

- Economics Club
- Electronics Club
- Enactus
- Engineering Club
- Fiber Arts Club
- Foothill American Chemical Society
- Foothill Art Society
- Foothill Basketball Club
- Foothill Beats
- Foothill Biology Club
- Foothill Books Club
- Foothill Composites Club
- Foothill Film Club
- Foothill Poets Society
- Foothill Printmakers
- Foothill Respiratory Therapy Club
- Foothill Rocketry
- Foothill Taiwanese Student & Culture Association
- Foothill Ultimate Frisbee
- Fresh Cut Society
- Fund the Future
- Genders and Sexualities Alliance
- Global Medical/Dental Brigade Club
- Guitar Club
- Health in Action
- Hip Hop Club (late)
- History Club
- Honors Connection Club
- Hyperion Investments
- International Students Connection Club
- InterVarsity Christian Fellowship
- Jewish Student Union
- Kasama: Filipino Club
- Korean Club
- Latin Heritage Club
- Los Jaguares
- Malaysia Singapore Association (MASA)

- Math Club
- Muslim Student Association (MSA)
- National Society of Leadership & Success
- Owls for Palestine
- Philosophy Club
- Photography Club
- PreMed Pioneers Club
- Principia STEM Magazine
- Psychology Club
- Puente Club
- RadTech Club
- Robotics Club
- Scandinavian Culture Club
- Social Justice Club
- Statistic Club
- TEDX Club
- Tell A Friend (Teenagers at Foothill)
- The Script
- TOPIC
- Virtual Reality Club
- Vsi Svoï (Ukrainian Students Association)
- Wheelin N Reelin
- Women in Business Club
- Women in Engineering
- Women in STEM
- Yoga and Meditation Club

III. Public Comment (90 seconds per announcement from the public)

A.

IV. ASFC & ICC Executive Report

A. Website information:

1. Double check your information using our website
<https://foothill.edu/clubs/club-list.html>.
 - a) This is the best way for people to get involved with your club.
2. If there are any missing or incorrect information on the website, fill out this form: <https://forms.gle/xQRV1LzGRvt4qsCcA>

B. VP of ICC's Message to all ICC Reps:

1. You all gotta make sure that your club members know about what happens in our meetings – we send out minutes every week but at the end of the day if club leaders are coming to me asking about basic things, it means y'all aren't communicating
 - a) If you're curious, ask – I can't check in on each and every one of you to make sure you're up to speed.
 - b) If you feel like you don't have the process down 100% let's meet and figure it out
 - (1) My office hours are every Tuesday after the meetings, I can also schedule a meeting with you directly
2. ***Important: I am more than happy to go over our processes and procedures with you if they are unclear. Online, in person, you name it let's talk
3. **What I'm NOT going to do**: Make exceptions for the rules because you didn't know. We've been going over this time and time again, and once again I'm happy to clarify ANYTHING for you – but if you miss a deadline or don't follow protocol because you didn't know, **that's on you**.
4. Thank you so much to everyone that puts the effort into meeting our guidelines and policies.

C. VP of ICC's Office Hours

1. Paulo Verzosa has office hours every Tuesday from 3:00pm-5:00pm if anyone has any questions or concerns regarding ICC or club related material.

D. Event Notice Protocol

1. Submit your activity petitions and fund requests two weeks before the actual date of the event.
 - a) This better assures help from our Event Coordinators, Victoria Strelnikova (strelnikovavictoria@fhda.edu) and Kathleen Summers (asfc.kathleens@gmail.com) if you need it. In addition, it better assures help from our marketing team, Erika Tse (@asfc.erikat@gmail.com) and Motaa Alhalabi (@asfc.motaaa@gmail.com) to advertise your event. Furthermore, it better assures the security and success of your fund requests and activity petitions.

2. If you need help from our Event Coordinators or our Marketing team, you must contact them **at least one week** before the date of the actual event. Anything less will not guarantee you help from them.

E. Reminder for Forms and Agendas

1. If you would like to have activity petitions, fund requests, or announcements added to the agenda, they must be approved by your advisor and emailed to Kate @asfc.katelyny@gmail.com by Friday @ 12:00 PM.

F. DeAnza Carnival:

1. May 30th, 2024 from 12:00pm - 7:00pm
2. Food trucks, games, and club booths will be provided to all Foothill and De Anza students.
3. If clubs want to table at this event, please contact Erika at asfc.erikat@gmail.com.

G. Finance Questions:

1. Unfortunately due to the lack of time we have for the rest of the quarter, Paulo wasn't able to effectively have a finance director on board with us – all those who applied, thank you! But from now on any and all finance questions and concerns should be brought directly to me.
 - a) What if I have multiple receipts, should I file each receipt separately or should I put it all under one document?
 - (1) Fit as many receipts as you can under one document for simplicity sake.
 - b) If we have multiple receipts needing a reimbursement, but we need to reimburse multiple people and not just one, do I need to submit multiple forms or put it all under one form?
 - (1) You do need to do multiple forms. Each form, each person.
 - c) How long does it take to get a reimbursement back?
 - (1) Varies, but it will be reimbursed by the end of the quarter. Contact Kamara Tramble for more details at tramblekamara@fhda.edu.
 - d) If I want to use the \$500 Special Activities Fund, can I get it without attaching it to a special project or event?
 - (1) No, you must attach it to a special project or event.
 - e) If I submitted my forms at the end of last quarter and haven't received my reimbursement form yet, what should I do?

(1) Contact Kamara Tramble to receive your answer at tramblekamara@fhda.edu

H. Club of the Year

1. The Club of the Year award recognizes outstanding contributions and achievements by student clubs throughout the school year. It celebrates teamwork, innovation, and dedication, honoring the club that has made the most significant impact on campus life and life outside of campus. Join us in celebrating excellence! Who will clinch the coveted Club of the Year title this school year?
 - a) Many awards will come with this title. One of them includes the honor of having your club name engraved on a plaque and displayed in the ICC Club Room.

I. Club Events:

1. What's getting in the way of events? – We'll talk about this in open forum

J. Appreciation for Time and Dedication on Posters

1. Paulo Verzosa thanks all the clubs who have fun and witty posters with it hung up correctly.

V. **Advisor Report**

A. Daphne Smalls is stepping in as advisor today in replacement of Victoria Strelnikova who was absent today. Smalls said:

1. ICC Rep is a big leadership position and we appreciate you all for taking the time out of your schedule to be here.
2. In regards to the Club of the Year award, ICC is looking for ideas from club members on what the Club of the Year criteria should be. In the past, ICC had a subcommittee to review and determine clubs, so that is a possibility we could do this year. The Club of the Year criteria will include contributions to the campus committee and surrounding areas, the kinds of events hosted, and significant accomplishments (i.e. traveling and representing Foothill at various locations).
3. If you are graduating, check out <https://foothill.edu/graduation/> for graduation events, especially if you are getting a degree. You can sign up on the website to be a part of the commencement and you will receive a cap and gown. If you are not graduating, you can help volunteer at the events. If you are interested in this volunteer opportunity, check out the

website or email Daphne Small at smalldaphne@fhda.edu .

4. Get involved with Asian Pacific Islander month. Check out the website for all the event details: <https://foothill.edu/heritage/>.
5. Small also announced her CNSL 6 Exploring Leadership class that will be offered in the Fall 2024 quarter. Opportunities for hybrid and in-person leadership experiences that complement your leadership journey. This class starts on October 14th or week 3 (has a late start). For more details, contact Small at smalldaphne@fhda.edu.

Club Activations/Reactivations:

90 seconds pitch on your activity petition

A.

- VI. **Activity Petitions (Discussion / Action):** Wording: **“(Your club name) moves to approve the activity petition for (other club’s name).”**

90 seconds pitch on your activity petition

A. MASA: “Culture and Diversity”

- a. June 12th, 2024 (TBD)
- b. 12:00pm - 2:00pm
- c. Dining Hall
- d. Promote culture and diversity for students to explore different cultures and try new foods.
 - i. Robotics Club moves. Puente Club seconds. 0 no, 0 abstain, 40 yes. Motion carries.

B. Current Events Club: “Greater Good Haiti Guest Speaker Event”

- a. May 29th, 2024 (TBD)
- b. 11:00am - 12:00pm
- c. Room 3201 (TBD)
- d. There will be a guest speaker and food.
 - i. Honors Connection Club moves. Global Medical/Dental Brigade Club seconds. 0 no, 0 abstain, 40 yes. Motion carries.

~~C. Kasama: Filipino Culture Club: “The Legacy of Larry Itliong”~~

- ~~a. Monday, May 13th, 2024~~
- ~~b. 4:30pm - 5:30pm~~
- ~~c. BIPOC Multicultural Center~~

- ~~d. Presentation of "Larry the Musical" that club attended last quarter.~~
- ~~Presentation on student and voter rights. Presentation on labor activism in California.~~

VII. **Fund Requests (Discussion / Action):** “(Your club name) **moves to approve the** (xx dollar fund request) **for** (other club’s name).

90 seconds pitch on your fund request

- A. Badminton Club: \$200 Annual Grant
 - 1. Foothill Rocketry moves. Virtual Reality Club seconds. 0 no, 0 abstain, 40 yes. Motion carries.
- B. Foothill Biology Club: \$200 Annual Grant
 - 1. Global Medical/Dental Brigade Club moves. Jewish Student Union seconds. 0 no, 0 abstain, 40 yes. Motion carries.
- C. Foothill Books Club: \$200 Annual Grant
 - 1. Electronics Club moves. Anime Club seconds. 0 no, 0 abstain, 40 yes. Motion carries.
- D. Current Events Club: \$500 Special Activities Fund
 - 1. Principa STEM Magazine moves. Foothill Rocketry seconds. 0 no, 0 abstain, 40 yes. Motion carries.
- E. MASA: \$500 Special Activities Fund
 - 1. Global Medical/Dental Brigade Club moves. Hip Hop Club seconds. 1 no, 0 abstain, 39 yes. Motion carries.

VIII. **Open Discussion Forum (questions/concerns regarding anything said during the meeting)**

- A. Ryan, ICC Rep of Electronics Club: Do you think we could have a conference at the end of the year like bringing businesses to come in for networking and stuff?
 - a. Daphne Small: Foothill does that annually, so it is most likely not going to happen. While a huge conference in the school year is out of the picture, a club can sponsor something smaller like holding a club event with one or two businesses. Additionally, multiple clubs can collaborate on this event. However, she does not know if this can happen by the end of this school year.
 - b. Paulo Verzosa recommends finding a guest speaker to come in during a club event like what Women in Business Club did at their most recent event. He also recommends saving these huge events/projects to next school quarter (Fall 2024).
- B. Wanda Furman, ICC Rep of InterVarsity Christian Fellowship: How can us, clubs, sign up for the Info Fair at New Student Orientation in the Fall 2024.

- a. Daphne Small: We will put a sign up sheet on the agenda for next week and we will definitely have a mini club day/info fair at the New Student Orientation this Fall.
- C. Wanda Furman, ICC Rep of InterVarsity Christian Fellowship - Can we tell the new students at the New Student Orientation where we [clubs] are meeting before we finalize it during the Fall ICC meetings?
 - a. Daphne Small: You can give your meeting times and dates, but also have a contact list to keep your new students updated if anything changes.
- D. Paulo Verzosa states that each club balance resets to the standard \$1700 at the beginning of the new school year, so use up your funds you have right now!
- E. Sofiia Ostrovska, ICC Rep of Ukrainian Students Association - How does one order posters for a club? What does the poster process look like?
 - a. Paulo Verzosa - If you need the Marketing team's help on designing or hanging up the posters, you need to let them know a week in advance at least. Email Motaa Alhalabi at @asfc.motaaa@gmail.com. After designing your poster, you go to the Design Center and print out your posters through them because you cannot print them out at home. They must be approved by the Design Center.
- F. Sofiia Ostrovska, ICC Rep of Ukrainian Students Association - How long does it take for the Design Center to print out a poster?
 - a. Paulo Verzosa - Three business days (they are open from Mon-Thurs).
- G. Paulo Verzosa - Remember to hang up your posters correctly by putting tape neatly on the four corners of the poster.

IX. Announcements (90 seconds per announcement)

- A. The Carnival committee will be the first event planning committee comprising members from both colleges. The committee's goal is to integrate both schools and create the first event, "Carnival" hosted by both colleges, which is a great opportunity for you to get involved and meet other students. The committee will meet every Tuesday from 4:30-5:30 pm at DeAnza College. Please get in touch with Erika at asfc.erikat@gmail.com if you want to join the committee. Also, if your club wants to participate and organize an activity during the carnival, please feel free to do so!



- B. Celebrate Asian Pacific Islander Month with ASFC at their Spring Blossom Festival on Wednesday, May 15th, 2024 from 12:00 PM - 1:00 PM. Clubs will be hosting booths with games, arts & crafts, and doing performances. For more information, contact the VP of Activities Board, Amit Freikorn, @ asfc.amitf@gmail.com.

X. **Adjournment**

- A. The meeting adjourned at 2:54pm.

This document was prepared to the best of my abilities in accordance with the Brown Act, Robert's Rule of Order, and ASFC's governing documents.

Submitted by:

Katelyn Yoo

Secretary of Inter-Club Council

asfc.katelyny@gmail.com