



Date/Time: Tuesday, 2:15pm, 4/17/18

Location: Toyon Room

## Inter Club Council

### **1. Roll Call and Establishing Quorum**

**1.1.** Clubs will be marked as PRESENT if they are present from roll call to adjournment. Three absences results in a suspension. A club is marked *1/2 absent* if they are present but miss roll call. Please let us know if you need to leave early.

### **2. Approval of Minutes**

**2.1.** Approval of previous meeting's minutes (4/10/18)

### **3. Open Forum (3 minutes per announcement)**

**3.1.** Reserved for anyone in the public who wishes to speak on any item in the agenda or anything ICC-related. Please limit announcements to 3 minutes. Open forum is NOT for club business or questions.

### **4. ASFC and Inter Club Council Executive Report (5 minutes)**

*Given by ICC Executive or Advisor*

**6.1.** Club Day Information

**6.2.** Club Election Endorsement Form (*VP of Admin- David Wan*)

**6.2.** ICC Social Event

### **5. ICC Student Involvement Coordinator (5 minutes) - Xinyi Hu [sissi201711@gmail.com](mailto:sissi201711@gmail.com)**

**5.1.** ICC Newsletter

### **6. ICC Finance Director (10 minutes)- Grant Baum [grantinator@gmail.com](mailto:grantinator@gmail.com)**

**6.1.** Reimbursement Forms

**6.2.** Club Funds Sheet (Periodic updates)

### **7. Activation/Reactivation Forms**

**7.1.** Clubs may request to become activated/reactivated within the first **5 weeks** of the quarter

### **8. Activity Petitions**



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- 8.1. To hold an event, clubs must submit an activity petition **1- 4** weeks before the date of the event. Activity Petition forms can be found in the ICC handbook or online.

### 9. Fund Requests

- 9.1. Clubs are eligible for \$50 (One time seed money for brand new clubs), \$200 (Annual Grant for general use, form required), \$500 (Special Activities Fund per year for on-campus events, must include minutes, expense list, fund request and activity petition form), and \$1000 (ICC Project Fund for any large events, requires 4 weeks advanced notice and include cost list, minutes, form required). Fund Request forms can be found in the ICC handbook or online.
- 9.2. Contact Kamara Tramble, Student Accounts Manager, for old and new account details

*Email: [tramblekamara@foothill.edu](mailto:tramblekamara@foothill.edu)*

*Phone: (650) 949-7280*

*Office: Campus Center, Room 2005*

### 10. Club Reports / Open Discussion Forum (1 minute per report)

- 10.1. All ICC members reporting on agenda items or club-related business can report during this time.

### 11. Advisor Report (5 minutes)

- 11.1. ASFC advisor present will give updates on district related information and ICC reminders

### 12. Adjournment

- 12.1. Meeting will be adjourned by chair

Prepared By,  
Ebrahim Fegghi  
ASFC Vice President of Inter Club Council  
[efegghi@gmail.com](mailto:efegghi@gmail.com)  
(650) 799 - 1555