



Inter Club Council (ICC) Meeting

Date: Oct. 12, 2021

Time: 4:00 - 5:00 p.m

Location: [Virtual Zoom Room](#)

I. Call to Order

Meeting called to order at:

II. Roll Call

A roll call of all voting members will be conducted.

- | | |
|---|--|
| <input type="checkbox"/> Anthropology Club | <input type="checkbox"/> Foothill Medical/Dental Brigades |
| <input type="checkbox"/> Black Student Union | <input type="checkbox"/> Fund the Future |
| <input type="checkbox"/> Business and Entrepreneurship Club | <input type="checkbox"/> Geospatial Technology Club |
| <input type="checkbox"/> Chinese Campus Fellowship | <input type="checkbox"/> International Students Connection |
| <input type="checkbox"/> Computer Science Club | <input type="checkbox"/> Osteology and Archaeology Club |
| <input type="checkbox"/> Cryptography Club | <input type="checkbox"/> Project Hope |
| <input type="checkbox"/> Data Science & AI Club | <input type="checkbox"/> Respiratory Therapy Club |
| <input type="checkbox"/> Dental Hygiene Club | <input type="checkbox"/> SCNAVTA |
| <input type="checkbox"/> Enactus Club | <input type="checkbox"/> Value Investing Club |
| <input type="checkbox"/> Engineering Club | <input type="checkbox"/> Visual Philosophy Fellowship |
| <input type="checkbox"/> Foothill Indonesian Club | <input type="checkbox"/> Women in STEM Club |

III. Adoption of the Agenda

The agenda for the current meeting will be adopted.

IV. Correction to & Approval of the Minutes

Any corrections to the meeting minutes from previous meetings will be asked for and the minutes will then be approved.

V. Public Comment

Members of the public can briefly address students and the Inter Club Council as needed.

VI. ICC Executive Reports

VP of ICC, Madhav Varshney, and other ICC Executive Board members will give any updates.

i. In-Person Club Meetings & Room Requests

Clubs can start meeting in person! Read and fill out the [Room Request Form](#) to understand COVID-19 safety protocols and request a classroom for club meetings.

ii. ICC Representative Responsibilities

As an ICC representative, you act as the liaison between your club and the Inter Club Council, which means you should communicate updates from ICC to your club (and vice versa), complete any paperwork/forms that we ask for, and make sure your club is following ICC's guidelines (having a constitution, proper elections, etc).

iii. Club Constitutions

We're still working on getting access to club constitutions from previous years. If you don't have your club's constitution and need it, please email Madhav and Erin and we'll try to find it for you. If you're a new club, take a look at the [Constitution Guidelines](#) and reach out to us so we can help you make your constitution.

iv. Activity Petitions

To hold an official event, active clubs must submit the [Activity Petition Form](#) 1-4 weeks before the date of the event. Please see Erin Ortiz for preliminary planning and approval for your activity. In-person events may be possible on a case-by-case basis.

v. Fund Requests

To request funds, please check your current [club balance](#) and complete the [Fund Request Form](#). The following amounts can be requested:

\$50 Seed Fund — one-time seed money for brand new clubs

\$200 Annual Grant — offered for general use, fund request form required

\$500 Special Activities Fund — offered per year for events, must include club meeting minutes, expense list, fund request form, and activity petition form

\$1000 ICC Project Fund — offered for large events, requires 4 weeks advance notice with cost list, minutes, fund request form, and activity petition form

For more information on club funds, reach out to Erin Ortiz: ortizerin@foothill.edu.

VII. Advisor Reports

Student Activities Specialist and ICC Advisor, Erin Ortiz, will provide any updates for ICC.

VIII. Club Activations & Reactivations

Any clubs that wish to be reactivated or activated will do so. Clubs can activate/reactivate during the first 5 weeks of the quarter by filling out the [Club Activation/Reactivation Form](#). The last ICC meeting activations or reactivations will be accepted is next Tuesday (October 19).

IX. Club Day Debrief (Discussion)

We'll briefly discuss how club day went and any feedback club members may have.

X. Marketing for Clubs (Discussion)

Questions to consider: How can we as ICC support marketing clubs? What would you like to see us do? (For example, promoting on Instagram / website / other places.)

XI. In-Person Get-Together Event for ICC Reps (Discussion)

We're hoping to have an ICC rep get-together on campus sometime in the next two months! More details for the event are TBD but the goal is to have us know each other :)

XII. Club Reports

Each ICC rep will present their club's latest activity on a monthly basis.

XIII. Announcements

Any general announcements can be made during this section of the agenda.

XIV. Adjournment

Meeting adjourned at:

This document was prepared to the best of my abilities in accordance with the Brown Act, Robert's Rules of Order, and ASFC's Governing Documents.

Respectfully Submitted,

Madhav Varshney

VP of Inter Club Council

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