



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: 4:04 pm

II. Roll Call

A roll call of all voting members will be conducted.

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

- Vaccination & green check is required
- Advisor must be present at all times
- Submit a room request according to the number of people meeting in the club

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).

- One person can represent up to three clubs
- A person has to be the official ICC rep for your club

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.

- Most clubs reactivating already have a club constitution
- Clubs can decide which leadership positions they want in the club
- An example of club constitution will be sent out by Madhav which can be used as the structure by new clubs
- All clubs should review, edit as necessary, and approve their constitution
- Email club constitutions to Madhav and Erin

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.

- Clubs doing in-person events on campus or field trips will get confirmations soon on whether the college is allowing those.
- Next week is the deadline for club activations or reactivations.

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).

- Reactivations:
 - i. Claybodies Club
 - ii. Debate Club
 - iii. Economics Club
 - iv. Foothill American Chemical Society
 - v. ~~Honors Connection Club~~ (not present)
 - vi. Muslim Student Association
 - vii. ~~Puente Club~~ (not present)
 - viii. Social Justice Club
 - ix. Student Veterans of America, Foothill College Chapter (SVAFCC)

Motion: I, Sydney Wheeler from Black Student Union, move to reactivate Claybodies Club, Debate Club, Economics Club, Foothill American Chemical Society, Muslim Student Association, Social Justice Club, and Student Veterans of America, Foothill College Chapter (SVAFCC).

Second: Keziah Clark, Project Hope

- Activations:
 - i. Biology Club
 - ii. ~~Owl Council on Foreign Relations~~ (not present)

Motion: I, Sydney Wheeler from Black Student Union, move to activate the Biology Club.

Second: Keziah Clark, Project Hope

- The motions pass.

- Note: Next meeting is the last day clubs can be reactivated or activated.

IX. Club Day Debrief (Discussion)

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

- 30+ clubs participated (only one wasn't able to make it)
- Technical difficulties with breakout rooms as they didn't open correctly
- Overall the event went well and students were able to meet clubs
- 230 students registered, 180+ showed up

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.)

- Will be discussed next week

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 :)

- Date and time will be decided

XII. Club Reports

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

- Project Hope voted to change the name of their club to 'Active Minds of Foothill College'

XIII. Announcements

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

- Transfer fair is tomorrow, October 13.

XIV. Adjournment

Meeting adjourned at: 5:03 pm

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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