

**Special Inter Club Council Meeting (Tuesday, October 10, 2023)**

Generated by Katelyn Yoo on Tuesday, October 10, 2023

**Meeting called to order at 2:09 PM****1. REGULAR MEETING****Action, Procedural: A. Adoption of the Agenda (ACTION)**

Agenda adopted by general consent.

**Public Hearing and Comment: B. Public Comment**

Chris Chavez announced The Foothill College Office of Retention services. He stated this program is designed to provide encouragement, motivation, and direct connection to tutoring services, on-campus resources, as well as, other support services. As the Program Coordinator of the Office of Retention Services, he will work with students 1 on 1 to develop an action plan that will help students succeed in the classroom. Chavez and his assistant can also assist students in getting you in touch with other support services on campus. Another announcement was made by Winston, the founder and director of the PARTY program on campus. This program empowers the next generation of leaders, especially among youth. It also provides funding to students club advocating for the topics of inclusivity, gender, race, etc. To be eligible for a funding of \$250 from PARTY for a wellness retreat, you must have at least ten people in your club.

**Action, Discussion, Information, Minutes: C. Minutes Approval (ACTION)**

Minutes approved.

**2. CLUB ACTIVATION/REACTIVATION****Club Registration/Re-registration (ACTION)**

ADHD Club, Anthropology Club, Archery Club, BSS Student Lounge Club, Business and Entrepreneurship Club, Car Club, Christians on Campus, Computer Science Club, Dental Hygiene Club, Economics Club, Engineering Club, Fiber Arts Club, Filipino Club, Foothill Beats Club, Foothill Japanese Culture Club, Foothill Respiratory Therapy Club, Foothill Taiwanese Student & Culture Association, Fund the Future, Gender and Sexualities Alliance, Global Medical/Dental Brigade Club, Honors Connection Club, Hong Kong Student Association, International Students Connection Club, InterVarsity Christian Fellowship, Math Club, Phi Theta Kappa @ Foothill College, Philosophy Club, Puente Club, Rocketry Club, Social Justice Club, Student Movement Association, The Script, Women In STEM Club, and Wheelin N Reelin were all activated/reactivated.

**3. ASFC & ICC EXECUTIVE REPORT****Discussion, Information: A. ASFC & ICC Executive Report**

Paulo, VP of ICC, yielded the floor to Amy Shannon. She stated that if your club wasn't able to be activated/reactivated these are the steps to follow:

1. Club Name (check "All Past & Current Accounts" before finalizing your name). If you restart an old club with an existing account, you get their account balance!
2. Purpose statement ( ≤ 100 words)
3. 5 club members
4. ICC Representative. MUST be able to attend ALL ICC meetings. ICC Reps can miss two (2) meetings per quarter after the club is activated (2 tardies = 1 absence). After 3rd absence, club goes on probation. After 4th absence, club is deactivated. Substitutes are allowed occasionally. If your club is not sending the same rep most weeks, your club may be put on probation. If you need to change your ICC Rep mid-quarter, email their info to asfc.paulov@gmail.com.

Amy Shannon also stated after your club is activated/reactivated you must do this:

1. If having regular meetings on campus: fill out the "Quarterly Room Request Form"
2. Four weeks after the date of reactivation, you must submit your Club Constitution submitted to ICC with Club Minutes showing vote ratifying constitution for the current academic year.
3. Contact info for ALL club officers.

**Discussion, Information: B. Club Day**

Paulo Verzosa and Amy Shannon stated that on club day (10/11/23), clubs are allowed to come and started setting up as early as 11am. There are no assigned tables and it's a first come, first serve basis. The only restrictions for club day is no noisemakers, no non pre-packaged food, and no canopies or tents.

**4. ADVISORY REPORT****Discussion, Information: A. Advisor Updates**

Victoria mentioned that we are in Latinx Heritage Month and they just had an event. There is an upcoming event this Thursday for the Latinx from 12-1 and next Monday from 12-2 for the Multicultural center. Native-American heritage month is coming up in November and they need people to volunteer and have a committee to plan events for November.

**5. ACTIVITY PETITIONS****Discussion, Information: A. Activity Petition**

Paulo, VP of ICC, yielded the floor again to Amy Shannon. She stated that Weekly/regular meetings do NOT need an

Activity Petition *unless* you are requesting additional funds. Special events DO need an Activity Petition *even if* you are not requesting additional funds. Activity Petitions must be submitted WITH or BEFORE the associated Fund Request. Activity Petitions must be voted on BEFORE the event (If your event is on a Monday or Tuesday before 3:00 PM, it must be voted on at ICC the *week before*). For things such as field trips, it must be individually evaluated, email at [asfc.paulov@gmail.com](mailto:asfc.paulov@gmail.com) your question.

## **6. ICC FUND REQUESTS**

### **Discussion, Information, Procedural: A. Fund Requests**

Amy Shannon explained the fund requests procedural and stated the basic rules for fund use:

1. CAN NOT be used for Heritage Month events
2. NO gifts or prizes (unless given to all event attendees)
3. NO prohibited items (alcohol, drugs, weapons, etc.)
4. NO homemade food
5. Food must be: Pre-packaged, OR from Pacific Dining, OR from a valid catering company (with Pacific Dining waiver UNLESS it is food they do not offer. For example, pizza/Mexican food/bagels MUST be from Pacific Dining, with few exceptions).

Shannon told the clubs to check your club account balance BEFORE asking for additional funds. You can use these funds without the lead time associated with other fund requests. Existing account balances can be used to purchase items (t-shirts, general supplies, etc.) without an associated event.

## **7. OPEN DISCUSSION AND ANNOUNCEMENTS**

### **Discussion, Information: B. Club Announcements**

No club announcements were made.

## **8. ADJOURNMENT**

**Information: A. Dates to Remember/Future Agenda Items** - Next special meeting 10/17/2023

Meeting adjourned at 3:16pm.