



Inter Club Council Minutes
October 3, 2018
1:30 pm, Student Council Chambers

<http://www.deanza.edu/clubs>

<http://www.facebook.com/deanzaicc>

I <3 Clubbing @ De Anza

1. Call to Order

ICC Chairperson, Rex Zhang, called the meeting to order at 1:35 pm

2. Guest Speaker(s) (5)

- Dennis Shannakian, College Life Administrative Assistant - (408) 864-8757, ShannakianDennis@deanza.edu
Dennis from the Office of College Life went over his responsibilities, which included managing room reservations, equipment checkout, copy/print machines, and student IDs. He encouraged club members to submit their forms for Meeting Room Reservation if they have not already done so. He also reminded clubs that the Office of College Life can provide the clubs with four free large posters for A-frames and post 10 club flyers in glass displays. Flyers are due by Thurs. to be posted on Fri.
- Hyon Chu Yi-Baker, Director of College Life - (408) 864-8239, yibakerhyonchu@deanza.edu
Hyon Chu from the Office of College Life introduced herself and her professional background. She also went over her responsibilities as the Director of College Life. She looks forward to working with the clubs.
- Patrick Gannon, Director of Campus Center –(408) 864-8515, gannonpatrick@deanza.edu
Patrick Gannon from the Campus Center informed students about the guidelines for ordering food. The specific food prices can be found on the Dining Services website. Gannon reminded students that clubs are not allowed to bring non-room temperature foods. If club wanted to get foods from outside restaurants or eateries, they would need a Santa Clara License from the restaurant. More information could be found online on the Dining Services.
- Mary Sullivan, Director of Health Ed & Wellness sullivanmary@deanza.edu
Mary Sullivan from the Health Ed & Wellness center encouraged the audience to visit the Health Services Center. Free hand-sanitizers, free first aid, over the counter medicines, condoms and nicotine patches are available for students. Health Services Booth will be in the Main Quad on Club Day.
- Danny Acosta, Assistant Chief Police Acostadanny@fhda.edu
Danny Acosta from the police department informed the audience about the various duties of the campus police. Contact information for the police department was also provided. Acosta also clarified the procedures and guidelines for when controversial outside activists come on to campus to speak. They are allowed to speak. Best advice is to not engage in dialogue with them.

3. Approval of the Minutes – May 30 2018

Auto Tech Club moved and seconded by Circle K to approve the Minutes of May 30, 2018. There were no objections to approve the Minutes. The motion to approve the Minutes of May 30, 2018 was passed by consensus.

4. Approval of Today's Agenda- October 3, 2018

Massage Club moved and seconded by Iranian Student Association (ISA) to approve Today's Agenda. There were no objections to approve the Agenda. The motion to approve Today's Agenda was passed by consensus.

5. Club(s) who were late signing up for or changed Date/Time of Original Welcome Week Info Tent will be fined \$25 that goes to the ICC (44-4320): (5)

4 Elements of Hip Hop Club / Developer's Guild / Job Fair Club / Korean Student Association / Taiwanese Student Association

6. Club(s) on Probation, Missed Welcome Week: (16)

Badminton Club / Building Teamwork Through Basketball (BTTB) / Christians on Campus / Click the World / DREAM / Entrepreneurship and Investment / Go and Chess / HKSA / Interact / Muslim Student Association (MSA) / Neuroscience Club / Physics / Share Endeavors / The Engineering Technology Club / The Pacific Bridge / Young Americans for Liberty (YAL)

7. Club(s) on Trial: (7)

Asian Pacific American Student Leadership / Competitive Programming Club / ESL Club / Fem. Ed / Health and Medical Sciences / Infamy WWII History Club / Robotics Club

Must have New Club Orientation Mtg. with Club Officers and Club Advisor no later than TUES. OCT.16 2018 Noon

8. Inactive Clubs(s): (0)

9. Number of Active Clubs: (66)

10. Calendars

10.1 ICC/Club Calendar of Events as of 10/1/18

Information is from the Event Planning Request Form
(New Information in Bold/ * Money collected)

Oct. 4 Club Karaoke – 11:30 am – 1:00 pm – Campus Center Patio

Oct. 11 Club Day – 11:00 am – 1:00 pm – Main Quad

10.2 DASB Calendar of Events as of 10/1/18

Information is from the Event Planning Request Form
(New Information in Bold/ * Money collected)

11. ICC/Club Account Balance Status as of 10/1/18 (New Information in Bold)

Club/ICC Allocation Account	(#41-54730)	\$ 7,500.00
ICC Allocation-New Club Account	(#41-54720)	\$ 2,000.00

ICC Events Award Account	(#41-54600)	\$10,000.00
ICC Inactive Hold	(#44-4300)	\$ 5,082.51
ICC Scholarship Account	(#44-4310)	\$20,458.78
ICC	(#44-4320)	\$ 5,040.53

12. Club Constitution Update - None

13. Business

13.1 Budget Request

Auto Tech Club moved and seconded by Circle K to approve Career Development Club request of \$250.00 from Club/ICC Allocation Account #41-54730 to Career Development Club (#41-54565-4013) \$150.00 for Banner and (#41-54565-4060) \$100.00 for Printing. There were no objections to end discussion. There were no objections to approve budget. The motion to approve Career Development Club request of \$250.00 was passed by consensus.

Iranian Student Association (ISA) moved and seconded by Chemistry Club to approve Injoy Cultural Club request of \$100.00 from Club/ICC Allocation Account #41-5473 to Injoy Cultural Club (#41-54690-4013) \$100.00 for Promotional items (85 Stress Balls w/ imprinted club name). There were no objects to approve budget. The motion to approve Injoy Cultural Club request of \$100.00 was passed by consensus.

De Anza Red Cross (DARC) moved and seconded by De Anza Filmmakers Union (DAFU) to approve Vietnamese Student Association (VSA) request of \$225.00 from Club/ICC Allocation Account #41-54730 to Vietnamese Student Association (VSA) (#41-54460-4010) \$75.00 for Supplies (Cardboard, Markers, Acrylic, Photos) and (#41-54460-4013) \$150.00 for Banner. There were no objections to approve budget. The motion to approve Vietnamese Student Association (VSA) request of \$225.00 was passed by consensus.

13.2 Club Day Fall Quarter, 2018

Club Day is mandatory for clubs to attend.

Date:	Alternative date in case of rain
Thursday, October 11, 2018	October 18, 2018
Thursday, January 24, 2019	January 31, 2019
Thursday, April 25, 2019	May 2, 2019

Time: 11:00 am - 1:00 pm

**** Please remember to check in by 11 am at ICC Tent in front of Fountain and check out starting at 1:10 pm with one of the ICC Officers in Blue ICC T-shirt or ICC Secretary who will be wearing an Aqua Blue t-shirt**

Location: Main Quad

9:00am – 10:30am Blow up (5) Balloons (clubs need to have at least 2 club members)

- 9:00am – 11:00am** Set Up Club Tables (1 Table/2 Chairs)
- 10:30am – 11:15am** Check in at ICC Tent
- 1:00pm** Club Group Photo on Library Steps
- 1:10pm – 1:30pm** Clean up (Put away tables and chairs, remove trash from your area)
- Check out (find an ICC Officer in **Blue ICC T-shirt** and ICC Secretary in an **Aqua Blue T-SHIRT** to check your club area)

Clubs must CHECK OUT before leaving; failure to do so will result in a \$25 fine.

\$100: Award for Clubs

- Best Decorated Club Table (3 awards)
- Best Spirited (3 awards)
- Best Group Performance (song/dance/skit/poem etc.) (4 awards)
 - 2- for Performing Club's Purpose
 - 2- for Non-Performing Club's Purpose

SIGN UP FOR A PERFORMANCE TIME AT THE ICC MEETING OR BLUE BULLETIN BOARD BEHIND BLUE PHOTO SCREEN– Ask for Sign Up Sheet. PERFORMANCES CAN BE A DANCE, SINGING, CHANTING, POETRY READING, SPORTS EXHIBIT, DEMONSTRATION, SKIT, OR GAME ACTIVITY THAT IS PERFORMED BY CLUB MEMBERS OR INVOLVES AUDIENCE.

Please present your music in a USB flash drive to the DJ for your performance.

FINES OF \$25 IF CLUB LEAVES TABLE/CHAIR OR FAILS TO PERFORM. A DOUBLE FINE OF \$50 WILL BE GIVEN TO CLUBS WHO COMMIT BOTH OFFENSES.

Reminder!! Print Club Handouts before Club Day

Have Club Room File Drawer Key 😊

Please Check-in 5 minutes before your performance at the ICC Tent

Tables and chairs are provided. Each club is limited to one (1) table and two (2) chairs.

CHOICE OF LOCATION IS ON A FIRST COME BASIS.

Each club will need to provide:

- Volunteers to set up and return one (1 table and 2 chairs available at the Flag Pole or Fountain Area)
- Club sign and decorations.
- Food items need to be wrapped. Don't bring candy that will melt on a warm day.
- Club Banner, Sign or Poster with the Club Name
Please assist other clubs who may ask for help with their table/chair.

Reminder - No homemade food or loud music. If a club cannot participate in Club Day, a written note must be submitted at least twenty-four (24) hours prior to the event. Please check in at the ICC Info Table when you set up and when you leave. Clean up your immediate area. Club(s) will be charged a \$25 fine if the area is not cleaned up or if you leave your table or chairs.

CLUB(S) ON TRIAL

- Will have to share their table with another prospective club. Set up in front of the Administration Building near the Flag Pole. Check in at the ICC tent first before setting up.

13.3 ICC Chair of Marketing Elections

Applications for the ICC Chair of Marketing will be due on Mon. Oct. 8 Elections will be on Wed. Oct 10.

13.4 ICC Internship

De Anza Red Cross (DARC) moved and seconded by Anime Club to move the ICC Internship to the next ICC Meeting, Oct. 10. No objection to end discussion. The motion to move the ICC Internship to the next ICC meeting was passed.

13.5 ICC Accountability Presentation

ICC Chairperson Rex Zhang gave a 20-minute presentation on “ICC Accountability”. The presentation went over the ICC codes, and the responsibilities of the ICC representatives. Advice on how representatives can communicate more effectively with their club and ICC Officers was also mentioned.

14. Reports

Rex Zhang, ICC Chairperson

Email: ICCChairperson@fhda.edu

Office Hours: Mondays and Wednesdays 8:00-9:00 am or by appointment

1. Welcome to Fall Quarter! I believe many of you are new to this position, and I hope you all understand what it takes to be a good officer.
2. ICC Chair of Marketing position is currently open, please apply or ask friends who are qualified to apply if you are interested!
3. ICC Scholarships opportunities! We have up to 8 @1000 dollars. All the information should be online.
4. If you have any questions or concerns, feel free to email me.
5. Fall is quite a tough quarter. Many of you may be applying. Wish the best of luck for all of us, and hope we have a nice quarter together!

Nway Htet Htet Aung, ICC Chair of Finance

Email: iccfinance@fhda.edu

Office Hours: Tuesdays and Thursdays 10:30 pm - 11:30 pm

1. Welcome and Welcome Back! I hope you guys had a great summer. Clubs cannot be on probation if you would like to request budget.
2. If you have questions on how to fill out the club budget request form, you can either meet me after this meeting or during my office hours which is from Tuesdays and Thursdays 10:30 am - 11:30 am.
3. Turn in your budget requests on Mondays at the agenda meeting from 1:30 pm to 2:30 pm. Make sure you have all your club advisor, President, Vice President or Treasurer signatures.
4. Those whose budget requests have been approved make sure you use it within three weeks!
5. I am excited to work with you guys again this Fall quarter! I look forward to meeting a lot of great people and make new friends this quarter too.

Angela Lei, ICC Chair of Programs

Email: iccprograms@fhda.edu

Office Hours: Mondays 9:30 am - 11:30 am

1. Be prepared and participate in our events!
2. Club Karaoke (11:30 am - 1:00 pm on Thursday, Oct 4)
Drawing 2* \$50 of clubs who participated (must present at ICC Mtg)

Club Day (11 am - 1:00 pm on Thursday, Oct 11):
Best Decorated 3* \$100,
Best Spirited 3* \$100,
Best Performance 4* \$100;
2. Please remember to submit the meeting room request form ASAP! New students and I would love to drop in your meetings by checking your schedule online.
3. Have fun with clubs in this Fall!

Lawrence Su, DASB Liaison

Email: sulawrence101@gmail.com

Office Hours: Mondays 1:30 pm - 3:30 pm and Thursdays 4:00 pm - 6:00 pm at DASB Office

1. I am pleased to see everyone here for another great year at De Anza! We have a lot of new and familiar faces, but as you can see we are going to hit the ground running.
2. As part of DASB Senate, and as my position entails, I will be ensuring that clubs are informed by the events that we are holding and any possible collaboration we seek to have with ICC.

ICC Advisor: La Donna Yumori-Kaku

1. Welcome Back! I look forward to another “active Club life”. Please plan “early” and turn in forms!
2. ICC Financial Roster needs to be current and completely filled out: Only the signatures on the current list are recognized for financial transaction. The club is responsible for having it current otherwise it will cause delays in payment if the signatures don’t match the requisition/independent contracts.
3. Special Event Facility Request Form: Clubs need to fill out a Special Event Facility Request Form to reserve meeting rooms and club events. Please don’t assume that your club can use an empty classroom or Sunken garden etc. Please allow at least 10 days to process. Please plan in advance.
4. Club Mailbox: They have been re-alphabetized. Please have a designated person to pick up the mail daily to avoid confusion.
5. Office of College Life Hours: M –TH 9 a.m – 5 p.m and Fri 9 a.m – 4:30 p.m

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6. ICC Office Hours: If my hours don't work for you, please email me with another day and hours that would work for you. I could also give you a call.
7. New Student Orientation Class: I need student club officers and members to help me with the classes as presenters. Drawing for \$50 for clubs for Fall/Winter/Spring classes next Spring 2019. Sign up and I will send you emails with dates/times of classes.
8. Poster Handout: was on the back of the Club Day handout. It lists the guidelines for the sizes need for poster.
9. Club Copy Codes: will be distributed to clubs this week.

Sign up on Clipboards at ICC Meeting/ Office of College Life Bulletin Board

- Club Day Entertainment- Thursday October 11, 2018

ICC Important Dates

- Oct. 4 Club Karaoke
- Oct. 10 ICC Meeting
- Oct.11 Club Day (Oct 19 in the event of rain out on Oct 12) 11AM-1PM Main Quad
- Oct. 17 ICC Meeting
- Oct. 24 ICC Meeting
- Oct. 27 Making Strides Against Breast Cancer of Silicon Valley
- Oct. 31 Mandatory ICC/Club Financial Roster Due and ICC/Club Officers Financial Orientation Meeting

15. Announcements

None

14. Roll Call

Clubs Present (37): 4 Elements Hip Hop Club, Anime, Auto Tech, Career Development, Chemistry, CSSA, Circle K, DECA, Explorers Nest, FOS, Filmmakers Union, G.R.A.N.D., Hello World! Code Squad, ,IDEA, Injoy Cultural, InterVarsity Christian Fellowship, ISA, KSA, Malaysian and Singaporean, Marketing, Massage, MOA, NAMI, Outdoor, PISO, Pop Music, Red Cross, SAGA, Second Journey, Shotokan Karate, Statistics, SNO, TSA, UNICEF, VSA, Women in Computer Science, World Languages

Clubs Probation Present (5): Christians on Campus, Click the World, Dream Ministries, Entrepreneurship and Investment, YAL

Absent (14): Academic Quiz Bowl, Cheer and Dance, Child Educators & Advocate, Developers Guild, Interact, ISV, JAA, Job Fair, K-Pop , Koala Tree, Math, Psychology, PUSO, The De Anza Network

Probation Absent (10) : Badminton, Building Teamwork Through Basketball, Go and Chess,, HKSA,MSA, Neuroscience, Physics, Share Endeavors, The Engineering Technology, The Pacific Bridge

Present: 42 Absent: 24

Clubs on Trial Present (5) Asian pacific American Student Leadership, Competivite Programming, ESL, Health and Medical Services, Robotics

Clubs on Trial Absent (2) Fem Ed, Infamy WWII History

15. Adjournment

ICC Chairperson, Rex Zhang adjourned the meeting at 2:20 pm

Respectfully submitted,

Stephanie Lam
ICC Secretary