



**Inter Club Council Minutes**  
**September 30, 2015**  
**1:30 pm, Student Council Chambers**

**DRAFT**

<http://www.deanza.edu/clubs>  
<http://www.facebook.com/deanzaicc>

I <3 Clubbing @ De Anza

**1. Call to Order**

ICC Chairperson, Tu Hoang, called the meeting to order at 1:33pm

**2. Guest Speaker(s): (5)**

- John Cognitiona, Director of College Life - (408) 864-8757, CognitionaJohn@deanza.edu  
My office is located in the Office of College Life. If you have any questions regarding clubs, events on campus, or instructors then feel free to see me in my office. It's always exciting to have all the 68 active clubs here at De Anza. As a club member, do not be afraid to go out there make changes and be passionate in your club. I hope you all have great experiences and achieve successful extracurricular activities!
- Dennis Shannakian, College Life Administrative Assistant - (408) 864-8757, ShannakianDennis@deanza.edu  
I help students and clubs with tasks such as room reservations, the copy machine, equipment checkout, poster printing, and photo ID at the Office of College life. Please make sure to send us a form for a room reservation as soon as possible, whether it is a room in the Campus Center or a classroom. You can reserve classrooms only on Fridays and keep in mind the room you want may not be available for a certain time
- Marco Monroy, DASB President - (408) 864-8690, DASBpresident@deanza.edu  
Extracurricular activities are huge in learning at school. I learned so much more from outside of the classroom. DASB senate meetings are on Wednesdays starting at 3:30pm located here in the Student Council Chambers A. Check it out if you have any questions about what the student government is doing. The DASB office is located under Campus Center. Come visit us if you have any questions for us.
- Hannah Nguyen, Branch Manager of usbank, (408) 606-3386, hannah.nguyen@usbank.com  
We're very welcomed to have you back to De Anza College. We have a branch inside of our campus bookstore. We have student accounts available for you all with fees waved. Also, there are scholarship opportunities with us.

**3. Approval of Today's Agenda**

4 Elements Hip Hop moved and seconded by Auto Tech to approve Today's Agenda with three minor spelling corrections. There were no objections to approve the agenda. The motion to approve Today's Agenda as corrected was passed by consensus.

**4. Fall Welcome Week 2015:**

**4a. Clubs on Probation: missed Fall 2015 Welcome Week Info Tent (5)**  
ACE, ACM, De Anza eSports, Phi Beta Lambda, T-Tennis,

**4b. Clubs who got fined: Rescheduled Welcome Week date/time or signed up late, will be fined \$25 that go to the ICC Emergency Relief Fund #44-4289 (9)**  
DSA, ETC, Grace Fellowship, HKSA, KSA, Saltworks Christian Fellowship, Second Journey, Swag Script Writers Group, VONC

**5. Inactive Club(s): (1)**

**5.a. Philosophy Club went inactive on August 31, 2015 by an email to La Donna**

**6. Number of Active Clubs: (68)**

**7. Calendars**

**7.1 ICC/Club Calendar of Events as of 9/29/15**

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

- Oct. 1**      **Open Mic Event hosted by 4 Elements Hip Hop – 4:00 pm – 8:00 pm – Sunken Garden**
- Oct. 1**      **Club Karaoke – 11:30 am – 1:00 pm – Patio Stage**
- Oct. 8**      **Club Day – 11:00 am – 1:00 pm – Main Quad**
- Oct. 22**     **Speaker Event hosted by Inclusability – 1:30 pm – 4:30 pm – Conf. Rm. A&B**
- Oct. 28**     **Bone Marrow Drive hosted by Circle K – 11:00 am – 3:00 pm – Main Quad**

**7.2 DASB Calendar of Events as of 9/29/15**

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

- Oct. 27**     **Student Rights and Services Free Scantron Day – 11:00 am – 1:00 pm – Main Quad**
- Oct 29**     **Halloween Day Time Event – 11:30 am – 1:00 pm – Main Quad**
- Oct 29**     **Halloween Night Time Event – 7:00 pm – 9:00 pm – Dining Room**

**8. ICC/Club Account Balance Status (New Information in Bold)**

**8.1 2015-2016 Budget (As of 9/29/15)**

<b>Club/ICC Allocation Account</b>	<b>(#41-54730)</b>	<b>\$ 8,606.00</b>
<b>ICC Allocation-New Club Account</b>	<b>(#41-54720)</b>	<b>\$ 2,000.00</b>
<b>ICC Emergency Relief Account</b>	<b>(#44-4289)</b>	<b>\$ 2,803.84</b>
<b>ICC Events Award Account</b>	<b>(#41-54600)</b>	<b>\$11,000.00</b>
<b>ICC Inactive Hold</b>	<b>(#44-4300)</b>	<b>\$ 2,494.82</b>

ICC Scholarship Account	(#44-4310)	\$ 8,539.68
ICC	(#44-4320)	\$ 2,494.82

**9. Club Constitution(s) Updated**

**“Women and Minorities Who Code” changed name to “Hello World! Code Squad” and amendment changes reviewed by ICC Chairs at ICC Agenda Meeting 9/28/15.**

**10. Business**

**10.1 Club Budget Request 2015-2016 (Info/Action)**

- a. Green Party moved and seconded by Developers’ Guild to approve Hello World! Code Squad’s request of \$250.00 from the Club/ICC Allocation Account #41-54730 to Hello World! Code Squad #41-54469-4013 \$190.00 for Promotional, and #41-54469-4060 \$60.00 for printing. 4 Elements Hip Hop moved and seconded by Auto Tech to end discussion. There were no objections to end discussion. The motion to approve Hello World! Code Squad’s request of \$250.00 from the Club/ICC Allocation Account #41-54730 to Hello World! Code Squad #41-54469-4013 \$190.00 for Promotional, and #41-54469-4060 \$60.00 for printing was passed by consensus.
  
- b. DASA moved and seconded by Rainbow Club to approve Marketing Club’s request of \$120.00 from Club/ICC Allocation Account #41-54730 to Marketing Club #41-54168-4010 \$45.00 for Supplies, and #41-54168-4060 \$75.00 for printing. LEAD moved and seconded by Anime Club to end discussion. There were no objections to end discussion. The motion to approve Marketing Club’s request of \$120.00 from Club/ICC Allocation Account #41-54730 to Marketing Club #41-54168-4010 \$45.00 for Supplies, and #41-54168-4060 \$75.00 for printing was passed by consensus.

**10.2 Club Day Guidelines Review (Info)**

ICC Chair of Programs, Raisa Hernandez, went over the guidelines for Club Day. **There is no Club Day group photo at this Club Day due to fencing around Learning Center. We will do Group Photo at the next Club Day.**

**Club Day is mandatory for clubs to attend. *Alternative date in case of rain***

**Date:** Thursday, Oct. 8 *October 15, 2015*

**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 pm with one of the ICC Officers who will be wearing a Bright Pink t-shirt**

<b>Location:</b>	Main Quad
<b>9:00am – 10:30am</b>	Blow up (5) Balloons (clubs need to have at least 2 club members)
<b>9:00am – 11:00am</b>	Set Up Club Tables (1Table/2 Chairs)
<b>10:30am – 11:15am</b>	Check in at ICC Tent
<b>1:00pm – 1:30pm</b>	Clean up (Put away tables and chairs, remove trash from your area) Check out (find an ICC Officer in a <u>Bright Pink T-SHIRT</u> 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)  
(A drawing may be held)

**SIGN UP FOR A PERFORMANCE TIME AT THE ICC MEETING OR THE FRONT DESK OF THE OFFICE OF COLLEGE LIFE OFFICE – 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 AND/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.

#### **10.3 ICC/DASB Fall Dance Income (Info/Action)**

ICC Advisor, La Donna Yumori-Kaku went over the request to have the ICC/DASB 2015 Fall Dance Income, go to ICC Emergency Relief Fund or to the ICC Scholarship. DASA moved and seconded by Inclusability to have ICC/DASB 2015 Fall Dance Income going into ICC Emergency Relief Fund instead to the ICC Scholarship. There were no objections to end discussion. The motion was passed by consensus

#### **10.4 New Student Orientation Classes - Summer, 2015 (Info/Action)** **(8 x \$50 1 for the most and 7 x \$50 Drawing)**

A drawing was held for clubs who participated in Summer, 2015 New Student Orientation. Congratulations TSA for winning \$50 for having the most completed classes! Congratulations to DASA, Green Party, Intersvarsity Christian Club, LEAD, SFJ, The Reasoning Games Club, and 4 Elements Hip Hop for winning \$50 to your club accounts!!!

#### **10.5 Welcome Week Info Tent Drawing-Fall, 2015 (Info/Action)** **(4 x \$50 Drawing)**

A drawing was held for clubs who participated in Fall, 2015 Welcome Week. Congratulations to Auto Tech, CCPC, ETC, Young Americans For Liberty for winning \$50 to your club accounts!!!

## **12. Reports:**

ICC Chairperson: Tu Hoang

1. Welcome back this Fall quarter! I hope you guys had fun.
2. Club day is next week so please have your design decoration ready to attract new members and win some prizes!!

3. Don't forget to sign up for club day performance to be in our Drawing in the following meeting!!
4. Have a great quarter and good luck with your application!!!

ICC Chair of Programs: Raisa Hernandez

1. Club Karaoke- Thurs. Oct. 1, 11:30 am - 1 pm, Patio - Win \$50 Drawing
2. Win \$100! Interested in performing on Club Day? Sign up now!!
3. Visit me during my office hours if you have any questions. My office hours is every 9:30 am- 11:30 am every Thursday

ICC Chair of Marketing: Judy Chan

1. Welcome back fellas!
2. Please join our Facebook page: <https://www.facebook.com/deanzaicc>
3. Clubs please remember that ICC always got your back. If you are holding events and you want to have an extra channel to promote, ICC Facebook Page might be a gooooooood option. Just let us know through facebook messaging our page.

ICC Chair of Finance: vacant / No report

DASB Liaison: Edgar Godinez Cisneros

1. Join us tomorrow for student services day from 11:30 to 1:30 in the main quad tomorrow.
2. If you have an idea for an environmental project, please apply for the Eco fund. Get 30,000 for your project.
3. Senate meeting today at 3:30 in council chambers A&B.

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. Event Planning Request Form: Clubs need to fill out an Event Planning 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 Copy Code: Please see Jayme, ICC Secretary or La Donna if your Club Financial Roster is current and that you have your Fall meeting Schedule submitted for Club Copy Code for 2015-2016. Only Club Officers or Club Advisor on current Club Financial Roster are eligible to get the code.
5. Club Mailbox: Please have a designated person to pick up the mail daily to avoid confusion.
6. De Anza Club Interest Forms: I am forwarding the emails of students who have indicated an interest in your club (from the De Anza club interest section) please be sure to contact them as soon as possible. I forward these emails only on Mon- Fri. so there may be a few days lack time when they originally sent it to me.
7. New Student Orientation Classes: I need student club officers and members to help me with the

classes as group leaders/presenters. You will be paired up with an experienced student for presentations. Drawing for \$50 for clubs for Fall/Winter/Spring classes next

Spring, 2016. Sign up and I will send you emails with dates/times of classes.

**13. Announcements**

Open Mic Event Sponsored by 4 Element Hip Hop – on 9/30/15, at 4:00pm, in Sunken Garden.

**14. Adjournment**

ICC Chairperson, Tu Hoang, adjourned the meeting at 2:28pm