



ICC OFFICER MEETING MINUTES

Wednesday, January 18 2022

2:30 PM PST

Hybrid: DASG Conference Room & Zoom

Facilitator: Khanh Ngo, ICC Chairperson

& Maritza Arreola, ICC Advisor

Contact: icchairperson@fhda.edu or arreolamaritza@fhda.edu

Zoom Information

Join Zoom Meeting: <https://fhda-edu.zoom.us/j/83432637353?pwd=cUh4ZlVGSU9LZGZmeXFvQTVQNUF1Zz09>

Meeting ID: 834 3263 7353

Passcode: 011442

One tap mobile:

+13602095623,,83432637353# US

+13863475053,,83432637353# US

Dial by your location

+1 408 638 0968 US (San Jose)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

Meeting ID: 834 3263 7353

International numbers: <https://fhda-edu.zoom.us/j/83432637353?pwd=cUh4ZlVGSU9LZGZmeXFvQTVQNUF1Zz09>

Call to Order

- ICC Advisor, Maritza Arreola, called the ICC Officer Meeting to order at 2:46pm.

Attendance

Position	Name	Present	Absent	Late	Excused
Chairperson	Khanh N.	X			
Chair of Club Affairs	Cedric B.	X			
Chair of Finance	Will W.	X			
Chair of Programs	Ruchira D.	X			

Chair of Marketing	Alena Y.	X			
Secretary	Sean H.	X			
Vice-chair of Finance	Joel N.	X			
Vice-chair of Programs	Arshiya R.	X			
Vice-chair of Marketing	Britney C.	X			
Intern	Charm H.	X			
Intern	Angela W.	X			
Intern	Phway M.	X			
Intern	Crystal N.	X			
Intern	Dana S.	X			
Intern	Annika D.				X
Advisor	Maritza A.	X			

Guests

- No guest speakers.

Public Comments / Questions for ICC

- No public comments

Business Items

1. **Check In (Discussion)**

Presenter: Maritza

Description: This item is to check in with all those present at this meeting.

Time: 5 min

- o During the discussion, ICC members shared about their rose, thorn and bud.

2. **ICC Rep Meeting Debrief (Discussion)**

Presenter: Maritza

Description: This item is to discuss how our first hybrid Rep Meeting went, including what went well and what could be improved on for the next meeting.

Time: 5 min

- o The ICC team shared some feedback towards improving the hybrid Rep Meeting such as:
 - Buying some snacks to provide for the club members who come to the meeting in-person.
 - The audio quality and the volume of the speaker.

3. **New/Reactivated Clubs & Club Status (Discussion/Action)**

Presenter: Cedric

Description: This item is to discuss received applications for new/reactivated clubs, and other club status updates.

Time: 10 min

- Discussed about the Model United Nations Club (MUN) constitution proposal.
 - a. Khanh Ngo moved to approve the Model United Nations Club (MUN) constitution proposal. Seconded by Arshiya Rahgozar. No objections. The motion was passed by consensus.
 - b. Model United Nations Club is set from Inactive to On Trial.

4. **ICC Officers at Club Meetings (Info/Discussion/Action)**

Presenters: Maritza

Description: This item is to revisit bringing back the requirement for ICC Officers to attend club meetings to maintain stronger communications between ICC and clubs.

Time: 10 min

- Discussed about the importance of the ICC Officers attending the club meetings and events such as:
 - o Building stronger relationships with clubs.
 - o Checking on the activity of the clubs.
 - o Receiving feedback from the clubs.

5. **ICC Sweater Update? (Discussion)**

Presenters: Maritza

Description: This item is to check on the status of the ICC sweaters we're looking to order by this quarter.

Time: 2 min

- The color of the ICC Sweater is finalized and to silver-grey and the design of the sweaters are shared by Cedric and is approved by the ICC.
- The design of the ICC Sweater contains the letter "ICC" in the middle of the sweater with the letter "De Anza College" and the ICC logo underneath it.

6. **Winter 2023 Club Day (Discussion)**

Presenters: Ruchira and Arshiya

Description: This item is to discuss logistics for Winter Club Day including location layout, task delegation, programs to invite, etc.

Time: 27 min

- Discussed about the Club Day purchases that is listed inside the word document sent by Ruchira.
- Planned on posting and handing out Club Day flyers and banners.
- Since the Winter Club Day location is moved to the Sunken Garden which is further away from the Main Quad and less, the ICC team discussed on improving their marketing strategies to capture more attention towards the event.

Public Comments

- No public comments are made.

Adjournment

- ICC Advisor, Maritza Arreola, adjourned the meeting at 3:44pm.