



ICC OFFICER MEETING MINUTES

Wednesday, January 11 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:

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+13863475053,,83432637353# US

Dial by your location

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+1 253 215 8782 US (Tacoma)

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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 2:16pm.

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 Programs	Arshiya R.	X			
Vice-chair of Finance	Joel Ng	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 speaker

Public Comments / Questions for ICC

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

2. 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 ICT Club constitution proposal, including additional document further explaining club's potential purpose and projects
- Cedric Buenviaje moved to approve the ICT Club constitution proposal. Seconded by Khanh Ngo. No objections. The motion was passed by consensus.

3. Budget Update for ICC Secretary (Info/Discussion/Action)

Presenters: Maritza

Description: This item is to discuss and vote on line item transfers to fund the ICC Secretary's work hours for the rest of the year.

Time: 10 min

- Maritza went over the current budget situation, that DASG awarded an amount based on previous Secretary's virtual hours. With a more in-person campus this academic

- year, ICC Secretary has been needed to help with OCL office and tabling needs, in addition to ICC tasks
- Maritza proposed a line item transfer from within ICC’s 41-53100 account: \$2500 from ICC Professional Services line item (which has \$4500), which we do not currently have plans to use
 - Other options would be to cut Secretary hours in half to ensure enough funds for the academic year (just ICC tasks, no OCL support role), or request additional funding likely from DASG
 - Cedric Buenviaje moved to transfer \$2500 from the ICC Professional Services line item to the ICC Student Salary line item. Seconded by Khanh Ngo. No objections. The motion was passed by consensus.

4. Rep Meeting Agenda (Discussion/Action)

Presenters: Khanh, Sean, & Maritza

Description: This item is to finalize the agenda for the 1/18 Rep Meeting.

Time: 5 min

- Discussed about the agenda items for the upcoming 1/18 Rep meeting.
- The first item will be: *Budget Request: De Anza Ultimate Club Banner*, which will involve the club presenting and the clubs voting on the amount to allocate to the club for the banner.
- The second item will be *Winter Club Day*, to go over all logistics regarding Club Day and answer any questions clubs may have about the event.

5. ICC Sweater Color Vote (Discussion/Action)

Presenters: Maritza

Description: This item is to vote on the color for our ICC Sweaters.

Time: 5 min

- The ICC members are given 2 separate polls to decide on the colored sweater. The color preference is tied between Black, Navy, Silver Grey (narrowed down from 9 options originally)
- The third poll was taken during the executive meeting and the results are 2 votes for Black, 5 votes for Navy and 6 votes for Silver Grey.
- The results are finalized, and the ICC Sweater Color is set to Silver Grey.
- Chair of Club Affairs will follow up with DASG President for assistance with design

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: 25 min

- Discussed the set up and the arrangement of the tables with the help of an overview diagram of the Sunken Garden, based on feedback and requirements given by Facilities
 - No tables/chairs on grass/gravel (accessibility)

- Avoid doubling tables within a walkway to ensure enough of a path for people to go through
- Number of tables and chairs available still TBD, requested 75 based on current club list
- Clarified locations for ICC table(s), subject to possible change
- Discussed the addition of themes to the Club Day event., need to ensure it's inclusive, theme also not necessarily required. Priority is getting marketing out ASAP

Public Comments

- No public comments are made.

Adjournment

ICC Advisor, Maritza Arreola, adjourned the meeting at 3:27pm.

Announcements

- No announcements are made.