



Inter Club Council Agenda
January 21, 2015
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

2. Speaker(s): (1)

- o Michele LeBleu-Burns, Dean of Student Development & EOPS – (408) 864 - 8828, lebleuburnsmichele@fhda.edu

3. Approval of Today's Agenda

4. Approval of the Minutes – January 14, 2015

5. Club(s) on Probation: (3)

5.a. Clubs who Missed Winter 2015 Welcome Week

Food Club, International Student Volunteers (ISV), Latina/o Empowerment at De Anza (¡LEAD!)

6. Number of Active Clubs: (73)

7. Calendars

7.1 ICC/Club Calendar of Events as of 1/20/15

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

Thur Jan. 22	Club Day – 11:00am – 1:00pm – Main Quad
Wed Jan. 28-	AADP Tabling hosted by Circle K – 9:30am – 3:00pm - Main Quad East
Thurs. Jan. 29	
Thur Jan. 29	Club Day – 11:00am – 1:00pm – Main Quad (If rained out on Jan.22)
Thur Jan. 29	Movie and Social Event hosted by Inclusability – 4:00pm – 6:30pm - Student Council Chamber A
Fri 1/30-2/6	Korean Movies Scanning hosted by KSA – 11:00am – 4:00pm - Forum 3
Thur Feb. 19	Campus Clean Up – 11:30am – 1:30pm – Main Quad (East), Patio

7.2 DASB Calendar of Events as of 1/20/15

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

Thur Jan. 29	Movie Night – 7:00pm – 9:30pm – Student Council Chamber A
Thur Feb. 19	Lunar New Year Lion Dance Performance – 11:30am – 1:00pm – Patio

8. ICC/Club Account Balance Status (New Information in Bold) (As of 1/13/15)

Club/ICC Allocation Account	(#41-54730)	\$ 6,980.00
ICC Allocation-New Club Account	(#41-54720)	\$ 1,200.00
ICC Emergency Relief Account	(#44-4289)	\$ 3,078.30
ICC Events Award Account	(#41-54600)	\$ 9,100.00
ICC Inactive Hold	(#44-4300)	\$ 6,647.04
ICC Scholarship Account	(#44-4310)	\$10,634.65
ICC	(#44-4320)	\$ 2,750.87

9. Business

9.1 Flea Market Concessions for February (Info/Action)

9.2 ICC Finance Code (Info/Action)

Article VI ICC EMERGENCY RELIEF FUND / 1.

Major disasters or tragedies or **support for** a Non Profit Community Organization **who has a 501C** may be funded up to \$500.00 from the ICC Emergency Relief Fund. There is a limit of \$500.00 per specific disaster, tragedy or **support for a Non Profit Community Organization** ~~support~~ that clubs may request per fiscal year (July 1-June 30).

9.3 ICC Code Updates (Info/Action)

Change ICC Chair to ICC Chairperson throughout ICC Code

Article II MEMBERSHIP AND DUTIES / SECTION 1. ICC Officers / B. / 6.

There will be a limit of **three** ~~two~~ terms serving **in the** ~~as any~~ ICC. ~~Chair.~~

Article II MEMBERSHIP AND DUTIES / SECTION 1. ICC Officers / Update for all ICC Chairs.

Submit weekly ICC Officer's report due by 5 pm on Monday **or by 5pm on Friday if Monday is a holiday** before ICC Meeting on Wednesday.

Article II MEMBERSHIP AND DUTIES / SECTION 1. ICC Officers / D.

An ICC Agenda Meeting, ICC Officer's Meeting, ICC Meeting,

Campus Center Board Meeting, ICC Office Hour, ICC Officer's Report (due by 5pm on Monday **or**

Friday by 5 pm if Monday is a holiday), ~~moving & returning the ICC Tent within one working day before and after the Flea Market to the loading dock or storage room,~~ turning in the requisition within one working day of the approved ICC Minutes for the transfer of funds for Club Awards

Article II MEMBERSHIP AND DUTIES / SECTION 1. ICC Officers / D.

ICC Officers Retreat, ~~Club Expo~~ or ICC sponsored event.

Article II MEMBERSHIP AND DUTIES / SECTION 2. ICC Representatives / A. / 2.

A club officer listed on the current club Officer Roster may serve as the ICC Representative except if **they are** ~~he/she is~~ a DASB Senate Member or Student Trustee.

Article II MEMBERSHIP AND DUTIES / SECTION 3. Club / B. / 3.

One of the designated officers with signature responsibility must attend the ICC ~~Club Officers'~~ **Financial Club Officers'** Orientation Meeting **in the fall and spring** ~~once per quarter~~, unless the designated officer is a 2nd year officer in the same club and already attended the ICC Club Officers' Orientation. If a club misses the orientation then the club will be put on probation. A designated officer must have a meeting with either an ICC Officer or ICC Advisor within two weeks or the club will become inactive.

Article II MEMBERSHIP AND DUTIES / SECTION 3. Club / B. / 8. / a.

If a club finds that it must be absent for any Club Day, they must **Email an** ~~submit a letter of~~ explanation to the ICC Advisor ~~in care of the Office of College Life~~ five (5) days prior to Club Day **only one (1) time during the academic year**. Failure to do so will result in two (2) weeks probation.

Article II MEMBERSHIP AND DUTIES / SECTION 4. Club Officers / A. / 2.

There must be at least three (3) officers (**President or Co-President, Vice President, Treasurer**) designated for the purpose of signature authorization for financial transactions

Article II MEMBERSHIP AND DUTIES / SECTION 4. Club Officers / A. / 4.

There must be at least four (4) **different** De Anza students serving as officers.

Article III MEETINGS / SECTION 1. ICC Meeting / A.

Regular meetings of the ICC shall be held not less than twice per month during the academic year, except for **the first month of fall quarter and** the month of finals.

Article III MEETINGS / SECTION 2. ICC Officers' Meeting / B. / 7.

~~Determine if weather status for outside ICC Events (i.e. Club Day, Club Expo, etc) should be postponed until the next week or cancelled.~~

Article IV EVENTS / SECTION 2. Club Events / A.

Clubs should submit Event Planning Forms ~~and Club Budget requests for events at least one (1) month in advance. Events may not be considered unless forms are submitted at least~~ **ten (10)** ~~fifteen (15)~~ working days in advance.

Article V CLUB AWARDS / B.

Clubs not on trial or probation are eligible for club awards. ~~Clubs must be present at the ICC End of the Quarter Reception to be eligible for the club award drawing.~~

Article V CLUB AWARDS / C.

Clubs must be present at the ICC Meeting **or Fall/Winter/Spring Finale Receptions** for Club ~~event~~ **award**-drawing.

Article VII ELECTIONS / Section 1. ICC Officers / B. / 1.

The election of the ICC Officers shall be held during the **Sixth (6th)** Seventh (7th) week, **and** Eighth (8th) ~~and Ninth (9th)~~ Week if needed in the Winter Quarter. Applications for position shall be due no later than the Sixth (6th) ~~Tuesday~~ **Monday** of the Winter quarter by 4:30 pm **for** ~~in order that~~ the Office of College Life **to confirm** ~~verifies~~ the eligibility of the candidates. ~~The candidates name will be announced at the ICC Meeting sixth (6th) Wednesday of the Winter quarter before elections.~~

Article VII ELECTIONS / Section 1. ICC Officers / B. / 3.

ICC Officers shall be elected by a **quorum majority** vote of active ICC Representatives present at that ICC Meeting. In the event that there are three (3) or more candidates and no one person receives a **quorum majority** of votes then the top two (2) candidates will participate in a run-off election. New officers will be sworn in upon completion of elections at the tenth (10th) week of the Winter Quarter.

Article VII ELECTIONS / Section 2. Club Constitution Approval

Every prospective club must have ten (10) De Anza club members who have current DASB cards, club advisor(s) and a club constitution. A club rep must present their club's constitution to the ICC Agenda Meeting no later than the **Sixth (6th)** (~~7th~~) week of Fall, Winter and Spring quarter.

Article VII ELECTIONS / Section 3. Trial Period / F.

New Clubs will need to have 4-7 club officers, **10 club members and a club constitution** and a Club Advisor.

Article VII ELECTIONS / Section 4. Active Status / B.

The ICC Chairs may approve to allocate the funds from the Inactive Club Hold Fund of an inactive club **within one year** to a new club if the purpose/goals are similar.

Article X CLUB PROBATION / Section 1. Probation / A.

Club Probation is the penalty for a club not following the requirements of the ICC. A Club will be put on probation for missing Welcome Week, Club Day, ICC/Club Financial Orientation, missing four (4) ICC Meetings, not having current Club Financial Roster, not returning ICC equipment, not having club elections by the sixth week of spring quarter, or for violations of ICC Mutual Respect Article VI, **or damaging De Anza property.**

9.4 Club Day – Thursday, January 22, 2015. (Info/Action)

9.5 Chalking on De Anza Property (Info)

9.6 I <3 Clubbing @ De Anza, Slide Show (Info)

9.7 Welcome Week Drawing 4@\$50 (Info/Action)

9.8 Club Karaoke 2@\$50 (Info/Action)

10. Reports:

ICC Chairperson: Omer Yosef
ICC Chair of Finance: Simon Siu
ICC Chair of Programs: Raisa Hernandez
ICC Chair of Marketing: Joyce Lin

DASB Liaison: Rhea Goveas
ICC Advisor: La Donna Yumori-Kaku

11. Announcements

12. Roll Call

13. Adjournment