



ICC Advisor's Report
Wednesday, February 14, 2018

La Donna Yumori – Kaku, ICC Advisor
(408) 864-8692

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

Office Hours: Sign up on Club Room Door
Tu/W/Th: 10:30 am - 11:30 am
Tu: 4:00 pm – 5:00 pm, Th: 2:30 pm – 3:30 pm
If I am not in the ICC Office, Please check inside the
Student Activities Office

(New Info is in bold text)

F.Y.I.

- Last ICC Agenda Meeting for Winter: Monday Feb 26 for Wednesday Feb 28, ICC Meeting. Please have your Club Budget Request form signed by 2 club officers and advisor in order for the budget request to be reviewed. Please request Club Banner funds so you will be ready for Spring Club Day.**
- First ICC Agenda Meeting for Spring: Monday, April 16 for consideration for the first Spring ICC meeting on Wednesday, April 18. Please plan in advance for your budget request.**
- Club Fundraising Event: Please see me before so we can discuss a fundraising event for your club.**
- De Anza Visual Performing Arts Center (VPAC) and Conference Room A/B: Please see me about having a event in these rooms. Clubs need to plan early. Clubs may request ICC funds to help with expenses. There is no room rental but there are technical staff, equipment usage, clean up charges in the VPAC. There are clean up charges for Conf. Rm A/B. There will be Security charges if the club charges admission or donation to the event or if event is on a holiday. Club Advisor MUST be present of Club Events in the VPAC or Conference Rm A/B.**
- Club Advisor(s) must be present at Club Events that use the club name or club funds ON or OFF campus.**
- De Anza Club Accounts are online: The web link for club reports is listed below. A great big thank you goes out to Dennis for making this available. It is only updated once a week.
http://www.deanza.edu/studentaccounts/reports_club.html**

ICC Important Dates

- **Wed. Feb.21, 28** **ICC Elections**
- **Wed. Feb 21** **ICC Meeting / Concessions for March 3**
- **Wed. Mar. 15** **IC C Winter Finale/ICC/Club Photo show/New Club Drawing/Perfect Attendance for Winter Qt./I <3 Clubbing @ De Anza Drawing /Appreciation/New ICC Officers Sworn In/ Drawing, Refreshments**

Sign Up on Clipboards at ICC Meeting/ Office of College Life

- **New Student Orientation Classes**
- **De Anza Open House for High School Students. Saturday April 28. Deadline Friday April 28**
- **Welcome Week, April 9-12, 2018 – Deadline Friday March 22, 2018**