



Inter Club Council Minutes
October 4th, 2017
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

ICC Chair of Finance, Kerry Harris, called the meeting to order at 1:35 pm

2. Guest Speaker(s) (2)

- Dennis Shannakian, College Life Office Coordinator – (408) 864-8757,
ShannakianDennis@deanza.edu

I am in charge of room reservations, the copy machine, equipment checkout, poster printer, and photo ID at the Office of College Life. If you have not submitted a form for a meeting room reservation, please do as soon as possible. We provide 4 free posters for clubs. When ordering a poster, clubs have to notify at least 1 week advance. Club flyer may be posted in Glass Display cases or campus. 10 Flyers due no later than Thursdays and will be posted on Friday by College Life staff.

- Hyon Chu Yi-Baker, Interim Director of College Life- (408) 865-8757,
yibakerhyonchu@deanza.edu

I generally oversee the functions of College Life w/ La Donna, Dennis and Yali. Please come to me if you have any questions about the Office of College Life. As I have worked for San Jose State University for years, I can help you out on that as well.

- Patrick Gannon, Director of Campus Center- (408) 864-8515,
gannonpatrick@deanza.edu

I am the Director of Campus Center.

If you want to order food from us, come by the Dining Services Office, get a quote from me and give to La Donna who will give Order Form to Dining Services and Student Accounts Office. Before ordering, make sure that the clubs have enough money and have club meeting minutes that approved Food or Clean up expenses and copy of club account balance. When the bill comes, it goes to ICC Chair of Finance, Kerry to process the club payment. However, Potluck food is not allowed for catering. Clubs are not allow to bring non-room temperature food; things like cakes are okay. If clubs want to get food from restaurants, they will need Santa Clara License from the restaurant and show it to me. Clean-up charge is not needed if food is not ordered from me but from other restaurants, clean-up charge will be needed.

3. Approval of the Minutes – June 7, 2017

Karate Club moved and seconded by Outdoor Club to approve the Minutes of October 4, 2017. There were no objections to approve the Minutes. The motion to approve the Minutes of June 7, 2017 was passed by consensus.

4. Approval of Today's Agenda- October 4, 2017

Anime Club moved and seconded by Auto Tech Club to approve Today's Agenda. There were no objections to approve the Agenda. The motion to approve Today's Agenda was passed by consensus.

5. Club(s) who were late signing up for or changed Date/Time of Original Welcome Week Info Tent will be fined \$25 that goes to the ICC: (3)

DECA, Explorers' Nest, Hello World! Code Squad

6. Club(s) on Probation, Missed Welcome Week: (7)

Ethical International Career Planning, Table-Tennis Club, Tech & Business Association, The De Anza Network, The Helping Hands, The Pacific Bridge, Women Empowered

7. Club(s) on Trial: (1)

Injoy Cultural Club

8. Inactive Clubs(s): (2)

Technology and Sustainability (notified La Donna in person)
De Anza Competitive Gamers (noticed La Donna by email)

9. Number of Active Clubs: (57)

10. Calendars

10.1 ICC/Club Calendar of Events as of 10/3/17

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

Oct. 5 Club Karaoke – 11:00 am – 1:00 pm – Campus Center Patio

Oct. 12 Club Day – 11:00 am – 1:00 pm – Main Quad

10.2 DASB Calendar of Events as of 10/3/17

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

11. ICC/Club Account Balance Status as of 11/15/16 (New Information in Bold)

Club/ICC Allocation Account	(#41-54730)	\$ 8,000.00
ICC Allocation-New Club Account	(#41-54720)	\$ 2,000.00
ICC Events Award Account	(#41-54600)	\$10,000.00
ICC Inactive Hold	(#44-4300)	\$13,630.76
ICC Scholarship Account	(#44-4310)	\$14,230.19
ICC	(#44-4320)	\$ 2,801.14

12. Club Constitution Update

13. Business

13.1 Budget Request

4 Elements Hip Hop moved and seconded by Auto Tech to approve VSA's request of \$100 from Club/ICC Allocation Account #41-54730 to VSA (#41-54460-4010) for Supplies (for Club Day). There were no objections to end discussion. There were no objections to approve budget. The

motion to approve VSA's request of \$100 from Club/ICC Allocation Account #41-54460 to VSA (#41-54460-4010) for Supplies (needed for the Club Day) was passed by consensus.

4 Elements Hip Hop moved and seconded by Anime to approve Pop Music's request of \$170.00 from Club/ICC Allocation Account #41-54730 to Pop Music (#41-54735-4010) for Supplies (for club day) and (#41-54735-4013) \$150 for Banner (for Club Day). There were no objections to end discussion. The motion to approve Pop Music's request of \$170.00 from Club/ICC Allocation Account #41-54730 to Pop Music (#41-54735-4010) for Supplies (for Club Day) and (#41-54735-4013) \$150 for Banner (for Club Day) was passed by consensus.

13.2 Club Day Fall Quarter, 2017

Club Day is mandatory for clubs to attend.

Date: Thursday, October 12, 2017
Thursday, January 25, 2018
Thursday, April 26, 2018

Alternative date in case of rain

October 19, 2017
February 1, 2018
May 3, 2018

Time: 11:00 am - 1:00 pm

**** Please remember to check in between 10:30am- 11 am at ICC Tent in front of Fountain and check out starting at 1 pm with one of the ICC Officers or ICC Secretary who will be wearing an ICC Shirt or Aqua Blue t-shirt**

Location: Main Quad

9:00am – 10:30am Blow up (5) Balloons (clubs need to have at least 2 club members)

9:00am – 11:00am Set Up Club Tables (1 Table/2 Chairs)

10:30am – 11:15am Check in at ICC Tent

1:00pm – 1:30pm Clean up (Put away tables and chairs, remove trash from your area)

Check out @ 1:10pm (find an ICC Officer in a Blue ICC Shirt or Aqua blue T-SHIRT 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)

*A Club may win ALL 3 categories.

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 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.

13.3 Graduation Volunteer Drawing 2@\$50

Thanks to Cyber Security, Hello World Code Squad, Marketing, Second Journey, The De Anza Network for helping for Graduation June 2017.

Congratulations to Cyber Security and Hello World Code Squad who won \$50 drawing.

13.4 New Student Orientation Drawing for Summer 2017 - 4@\$50

Thanks to VSA, Ethical International Career Planning, Japanese and American Association, Marketing club, Political Revolution, Psychology, Pilipino United Student Organization, The De Anza Network, Taiwanese Association of De Anza And to VSA for winning the most classes volunteered, a drawing was held Japanese and American Association, Marketing Club and Pilipino United Student Organization won \$50 drawing each.

14. Reports

ICC Chairperson: Shu Ming Liu

1. Hey guys! Welcome to the Fall quarter! The ICC is here to help you in any matters regarding your clubs. Be on the lookout for new students, and encourage them to join your clubs or maybe even start a new one!
2. Stop by the ICC office sometime for free candy.

ICC Chair of Finance: Kerry Harris

1. Request funds for supplies or promotional items before club day.
2. If you're unsure about what you can request funds for, or how to go about it contact an ICC officer

ICC Chair of Programs: Roxane Leung

1. Clubs doing the concession bid for Oct please contact me
2. Club who have any input for our Fall Mixer feel free to email me to give me your thoughts!
3. Club Day performance sign ups are still available

ICC Chair of Marketing: Mevani Gotama

1. The slideshow video is up on De Anza ICC facebook page, make sure to like them!
2. If you want your club's photos to be featured in this fall quarter finale slideshow, please send your "I LOVE CLUBBING" photo to me before **NOV 15, 2017**. Your club will also have chance to win \$50 rewards in the drawing if you turn your club photo to me.

3. If you have other photos to be shared with us that's okay too! Send all photos to **ICCMARKETING1718@GMAIL.COM**
4. Follow our facebook @DEANZAICC

DASB Liaison: Ruby Khan Khan & Hayman C.Wong

No report submitted

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 Mailbox: They have been re-alphabetized. Please have a designated person to pick up the mail daily to avoid confusion.
5. 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.
6. New Student Orientation Class: I need student club officers and members to help me with the classes as presenters. Drawing for \$50 for clubs for Fall/Winter/Spring classes next Spring 2018. Sign up and I will send you emails with dates/times of classes.
7. Accreditation Team will be visiting De Anza College next week to review college standards.

Sign up on Clipboards at ICC Meeting/ Office of College Life Bulletin Board

- Club Day Entertainment- Thursday October 12, 2017

ICC Important Dates

- Oct. 5 Club Karaoke
- Oct. 11 ICC Meeting
- Oct.12 Club Day (Oct 19 in the event of rain out on Oct 12) 11AM-1PM Main Quad
- Oct. 18 ICC Meeting
- Oct. 25 ICC Meeting
- Oct. 28 Making Strides Against Breast Cancer of Silicon Valley
- Nov 1 Mandatory ICC/Club Financial Roster Due and ICC/Club Officers Financial Orientation Meeting

15. Roll Call

	Present	Absent	Probation	Probation
4 Elements Hip Hop Club	X			
Anime Club	X			
Auto Tech Club	X			
Badminton Club	X			
Cheer and Dance Team	X			
Chemistry Club		X		
Chinese Students & Scholars Association	X			
Circle K		X		
Clean Energy Club	X			
Cyber Security A.K.A CyberSec	X			
DECA	X			
Developers' Guild	X			
eSports	X			
Ethical International Career Planning (EICP)				X
Explorers' Nest	X			
Fellowship of Overseas Students (FOS)	X			
Filmmakers Union (DAFU)		X		
G.R.A.N.D (Generosity, Respect, And, Hello World! Code Squad	X			
Hong Kong Student Association	X			
IDEA		X		
International Student Volunteers (ISV)	X			
InterVarsity Christian Fellowship at De Anza	X			
Iranian Student Association	X			
Japanese and American Association (JAA)	X			
K-Pop Dance Club		X		
Koala Tree	X			
Korean Student Association (KSA)	X			
Movimiento Estudiantil Chicano de Aztlan	X			
Marketing Club	X			
Math Club	X			
Medical Outreach Association	X			
Muslim Students Association (MSA)	X			
NAMI-DA on Campus Club	X			
Outdoor Club of De Anza College	X			
Permas Indonesian Students Organization	X			
Political Revolution (DAPR)		X		
Pop Music Club	X			
Psychology Club	X			
PUSO (Pilipino Unity Student Organization)	X			
Red Cross (DARC)	X			
SaltWorks Christian Fellowship	X			
Second Journey	X			
Shotokan Karate Club	X			
Statistics Club (DASC)	X			
Student Nurse Organization	X			
Students of Success	X			
Table Tennis Association of De Anza (DATTA)				X
Taiwanese Association of De Anza	X			
Tech & Business Association			X	
The De Anza Network (The Network)			X	
The Engineering Technology Club	X			
The Helping Hands			X	
The Pacific Bridge			X	
UNICEF De Anza	X			

	Present	Absent	Probation Present	Probation Absent
Vietnamese Student Association (VSA)	X			
Women Empowered				X
TOTAL	44	6	4	3
Club(s) on Trial				
Injoy Cultural Club	X			

16. Adjournment

ICC Chairperson, Shu Ming Liu, adjourned the meeting at 2:20 pm

Respectfully submitted,

Su Su Soe San “Joyce”
ICC Secretary