



## ICC OFFICER MEETING MINUTES

Wednesday, November 2, 2022

2:30 PM PST

Remotely Via Zoom

Facilitator: Khanh Ngo, ICC Chairperson  
& Maritza Arreola, ICC Advisor

Contact: [icchairperson@fhda.edu](mailto:icchairperson@fhda.edu) or [arreolamaritza@fhda.edu](mailto:arreolamaritza@fhda.edu)

### Zoom Information

Join Zoom Meeting: <https://fhda-edu.zoom.us/j/88338765802?pwd=Y0xnVXg5RFViT2hJQVl5T1kyUkloUT09>

Meeting ID: 883 3876 5802

Passcode: 753420

One tap mobile:

+16699006833,,88338765802# US (San Jose)

+14086380968,,88338765802# US (San Jose)

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)

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Meeting ID: 919 0772 8512

International numbers: <https://fhda-edu.zoom.us/j/88338765802?pwd=Y0xnVXg5RFViT2hJQVl5T1kyUkloUT09>

### Call to Order

#### Maritza called the meeting to order at 2:35pm

ICC Advisor, Maritza Arreola, called the ICC Officer Meeting to order at 2:38pm.

### 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			
Intern	Charm H.	X			
Intern	Britney C.	X			
Intern	Angela W.	X			
Intern	Arshiya R.	X			
Advisor	Maritza A.	X			

## **Public Comments / Questions for ICC**

### **Business Items**

#### **1. Check In (Discussion)**

**Presenter: Maritza Arreola**

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

**Time: 5 min**

#### **2. Method for Holding ICC Executive Meetings for November 2022**

Presenter: Maritza Arreola

Description: This item is to decide on the method for holding ICC Agenda and Representative Meetings for October 2022 in accordance with Assembly Bill 361.

Time: 5 min

Possible Motions:

- a. Move to have ICC Executive Meetings meet online only in accordance with Assembly Bill 361 for the month of November 2022 due to the continued state of emergency.
- b. Move to have the ICC Executive Meetings simultaneously on campus and online (HyFlex) in accordance with Assembly Bill 361 for the month of November 2022 due to the continued state of emergency.
- c. Move to have ICC Executive Meetings on campus only for the month of November 2022.

- Khanh moved to have the ICC Executive Meetings simultaneously on campus and online (HyFlex) in accordance with Assembly Bill 361 for the month of November 2022 due to the continued state of emergency. Seconded by Cedric. No objections. The motion was passed by consensus.

#### **3. ICC Office Hour Check-In (Discussion)**

Presenter: All Chairs

Description: This item is to see how office hours have been going this quarter.

Time 5 min

- Khanh: Considering doing the office hours on Discord.
- Cedric: Prefers to continue his office hours through Zoom because of the accessibility that Zoom provides to the host.
- Alena: Prefers Zoom over Discord.

#### **4. New/Reactivated Clubs & Club Status (Discussion)**

**Presenter: Cedric Buenviaje**

**Description: This item is to discuss remaining received applications and other club status**

**updates.**

**Time: 10 min**

- Photography Club Status changed from On Trial to New.
- Photography and E sports have requested to book the meeting rooms.
- Web Design Club moved to On Trial.
- Pakistani Student Association created their club email.
- PUSO goes back to inactive from On Trial if no further updates are received from them.
- De Anza East African Association (DEASA) Constitution status changes to on trial.
- Thinkers and Tinkerers Constitution Clarify Description.

**5. ICC Budget 2023-2024 (Info/Discussion/Action)**

**Presenters: Maritza Arreola**

**Description: This item is to discuss and finalize the ICC Budget Proposal for the 2023-2024 Academic Year.**

**Time: 25 min**

**Budget Proposal to DASG:**

**Total amount requested for 2023-2024 - \$ 52,125**

<b>Student Payroll</b>	<b>(2310)</b>	<b>\$17,360.00</b>
<b>Hourly Benefits</b>	<b>(3200)</b>	<b>\$265.00</b>
<b>Supplies</b>	<b>(4010)</b>	<b>\$3,500.00</b>
<b>Promotional Items</b>	<b>(4013)</b>	<b>\$2,000.00</b>
<b>Food Refreshments</b>	<b>(4015)</b>	<b>\$6,000.00</b>
<b>Printing</b>	<b>(4060)</b>	<b>\$2,000.00</b>
<b>Technical and Professional Services</b>	<b>(5214)</b>	<b>\$5,000.00</b>

**6. ICC Scholarships (Discussion)**

**Presenter: Maritza Arreola**

**Description: This item is to make final decisions on ICC Scholarship updates.**

**Time: 10 min**

- Not discussed during the meeting due to time constraint.

**Public Comments**

- No comments are given.

**Adjournment**

- ICC Advisor, Maritza Arreola, adjourned the meeting at 3:43pm.

**Announcements**

- No Announcements are made.