



ICC OFFICER MEETING MINUTES

Wednesday, April 19, 2023

2:30 PM PST

Hybrid – DASB Lounge & Via Zoom

Facilitator: Cedric Buenviaje, 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/84669822401?pwd=UEFPMk9PRFdFRVE3b0dpa2ZmT1Rydz09>

Meeting ID: 846 6982 2401

Passcode: 325252

One tap mobile:

+16694449171,,84669822401# US

+16699006833,,84669822401# US (San Jose)

Dial by your location

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+1 669 900 6833 US (San Jose)

+1 408 638 0968 US (San Jose)

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+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 646 876 9923 US (New York)

+1 646 931 3860 US

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+1 301 715 8592 US (Washington DC)

Meeting ID: 846 6982 2401

International numbers: <https://fhda-edu.zoom.us/j/84669822401?pwd=UEFPMk9PRFdFRVE3b0dpa2ZmT1Rydz09>

Call to Order

- ICC Advisor, Maritza Arreola, called the ICC Officer Meeting to order at 2:46pm.

Attendance

Position	Name	Present	Absent	Late	Excused
Chairperson	Cedric B.	X			
Chair of Equity	Silmi S.	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 Marketing	Britney C.				X
Vice-chair of Finance	Joel N.	X			
Intern	Charm H.			X	
Intern	Angela W.	X			
Intern	Dana S.	X			
Intern	Annika D.				X
Intern	Sweta T.			X	
Intern	Khaled M.	X			
Intern	Darin D.	X			
Intern	Carys A.	X			
Intern	Kyle C.			X	
Advisor	Maritza A.	X			

Guests

- No guest speakers.

Public Comments / Questions for ICC

Business Items

1. Check In & Intros (Discussion)

Presenter: Maritza

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

Time: 5 min

- Everyone shared how they're doing, and a favorite movie/show they're watching right now.

2. Sweater Update (Info)

Presenters: Maritza

Description: This item is to give an update on the ICC sweaters / T-shirts and to discuss

the final quote.

Time: 2 min

- We have made the order! It's processing for pick-up now. Sweaters for execs and t-shirts for interns will be ready soon.

3. **Movement of ICC Funds (Info/Action)**

Presenters: Maritza and Will

Description: This item is to decide whether to move \$116.13 from ICC Equip.

Rental/Lease (41-53100-5310) to ICC Promotional Items (41-53100-4013).

Time: 3 min

- The total for the sweater/t-shirt order is slightly above the amount in ICC Promotional Items line item.
- Cedric moved to transfer \$116.13 from ICC Equip. Rental/Lease (41-53100-5310) to ICC Promotional Items (41-53100-4013). Arshiya seconded. No objections – motion passed by consensus.

4. **Election Debrief (Discussion)**

Presenters: Cedric

Description: This item is to discuss how the first election session went and what could be improved.

Time: 10 min

- Using paper ballot to vote for people who comes to the representative meeting in-person.
- Increase the mic sensitivity or speak louder during the meeting so that the zoom attendees or candidates can clearly hear the presentation and Q&A.
- Type down the questions in chat so that if the candidate is having trouble hearing the question, they can use the zoom chat.
- Clarify the Q&A process with the participants and clubs.

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

Presenters: Cedric

Description: This item is to discuss received club applications and other club status updates.

Time: 20 min

- Reviewed the Thrive Campus Ministry's constitution.
 - The club is given feedback to improve on their club's description/purpose since there are already a few Christian Clubs on campus and we want a clarification on the uniqueness of the club.
- Reviewed the Kyrgyz and Commonwealth of Independence States Students' petition.
 - ICC moved to approve the Commonwealth of Independence States Students Club and set their club status to "On-Trial".
- Reviewed the Code for Change Club response on their club's description.
 - Cedric moved to reject the Code for Change Club and Joel second. No objections. The motion was passed by consensus.

6. **Spring Club Day (Discussion)**

Presenters: Ruchira and Arshiya

Description: This item is to solidify details for Spring Club Day on Thursday 4/27.

Time: 15 min

- Inform the active clubs to RSVP for the club day since there are about 10+ clubs that still haven't fill out the RSVP form.
- Plan on assigning the shifts for officers and interns before the Club Day.
- Set up signs and posters around campus to inform students about our event.
- Plan on providing water and other beverages for students to help with possible heat: ICC agrees to spend up to \$350 on water and beverages as jugs from Dining Services. ICC will purchase 6 jugs of water, 3 jugs of lemonade, and 3 jugs of fruit punch, to be set up over 3 tables. Maritza will process the purchase.
- Reviewed the map of the Sunken Garden to get an idea of how the tables will be set up; finalized where clubs, campus programs, waters, and ICC tables would be.
- Plan on purchasing small rewards for the spinning wheel.

7. **Parliamentary Procedure (Discussion)**

Presenters: Maritza and Cedric

Description: This item is to discuss a potential change in parliamentary procedure affecting DASG and ICC.

Time: 2 min

- This item was not discussed during the meeting due to time constraint. The decision is for next academic year, so this has been tabled for a future meeting.

8. **Catalog Description (Discussion)**

Presenters: All Chairs

Description: This item is to decide whether to alter the ICC description in the De Anza catalog.

Time: 3 min

- This item was not discussed during the meeting due to time constraint. The decision to update the description or leave as-is is due in June, so this has been tabled for future meeting.

Public Comments

- No public comments.

Adjournment

- ICC Advisor, Maritza Arreola, adjourned the meeting at 3:55pm.

Announcements

- No additional announcements.

