



Foothill College Inter Club Council

Agenda

Date/Time: Tuesday, 2 pm, 11/6/18

Location: Toyon Room

1. **Roll Call and Establishing Quorum**

1.1. Clubs will be marked as PRESENT if they are present from roll call to adjournment. Three absences results in a suspension. A club is marked *1/2 absent* if they are present but miss roll call. Please let us know if you need to leave early.

2. **Approval of Minutes**

2.1. Approval of previous meeting's minutes (10/30/18)

3. **Open Forum (3 minutes per announcement)**

3.1. Reserved for anyone in the public who wishes to speak on any item in the agenda or anything ICC-related. Please limit announcements to 3 minutes. Open forum is NOT for club business or questions.

4. **ASFC and Inter Club Council Executive Report (5 minutes)**

Given by ICC Executive or Advisor

4.1 ASFC VP of Administration Announcement

—*Serena Phanitdasack is going to present on how to promote clubs through ASFC.*

5. **ICC Finance Director (5 minutes) — Sean Lim asfc.seanl@gmail.com**

5.1 Reimbursement

5.2 Club T-Shirts

6. **ICC Outreach Director (5 minutes) — Mohammed Saeed**

asfc.mohammeds@gmail.com

6.1 Representative of the Quarter

7. **Activation/Reactivation Forms (Action)**

7.1. Clubs may request to become activated/reactivated within the first **5 weeks** of the quarter

8. **Activity Petitions (Action)**

8.1. To hold an event, clubs must submit an activity petition **1- 4 weeks** before the date of the event. Activity Petition forms can be found in the ICC handbook or online.



Foothill College Inter Club Council

Agenda

Date/Time: Tuesday, 2 pm, 11/6/18

Location: Toyon Room

9. Fund Requests (Action)

- 9.1.** Clubs are eligible for \$50 (One time seed money for brand new clubs), \$200 (Annual Grant for general use, form required), \$500 (Special Activities Fund per year for on-campus events, must include minutes, expense list, fund request and activity petition form), and \$1000 (ICC Project Fund for any large events, requires 4 weeks advanced notice and include cost list, minutes, form required). Fund Request forms can be found in the ICC handbook or online.
- 9.2.** Contact Kamara Tramble, Student Accounts Manager, for old and new account details

Email: tramblekamara@foothill.edu

Phone: (650) 949-7280

Office: Campus Center, Room 2005

10. Club Reports / Open Discussion Forum (1 minute per report)

- 10.1.** All ICC members reporting on agenda items or club-related business can report during this time.

11. Advisor Report (5 minutes)

- 11.1.** ASFC advisor present will give updates on district related information and ICC reminders

12. Adjournment

- 12.1.** Meeting will be adjourned by chair

Prepared By,
Xinyi (Sissi) Hu
ASFC Vice President of Inter Club Council
asfc.sissih@gmail.com
(650) 448 - 8061